**NeCTAR Program**

**Project Closure Document (PCD)**

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| --- | --- |
| **Organisation** | Centre for Genetic Origins of Health and Disease (formerly Centre for Genetic Epidemeology and Biostatistics) |
| **Project Title** | **RT029 - Cloud-Based Bioinformatics Tools** |
| **Project Number** | **RT029** |
| **Stream** |  |

|  |  |  |
| --- | --- | --- |
| **Project Sponsor** | |  |
|  | Position |  |
|  | Phone |  |
|  | Email |  |
|  | | |
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| --- | --- |
| **PCD Date** |  |
| **PCD Status** | Draft |

**FINAL SIGNOFF (when PCD has been approved by all parties)**

|  |  |
| --- | --- |
| **NeCTAR** | Glenn Moloney |
| **Signature** |  |
| **Date** |  |
| **UQ** |  |
| **Signature** |  |
| **Date** |  |

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**Note to Author**

Yellow fields highlight where the Project is required to provide information.

NeCTAR has tried to complete information to the best of its knowledge to assist you.

Please be aware that all responses here will be kept confidential as appropriate.

# ① PROJECT DETAILS

## 1.1 Project Summary

1.1.1 Provide a high level summary the project and what it means to Australian researchers.

## The project enabled medical researchers to store, and most importantly relate, various forms of medical research and clinical data they produce. The project also aimed to provide a flexible structure in which users with no database experience could design their own custom fields related subjects (people/patients), bio-specimens, bio-collections and longitudinal data sets.

This project was designed with heavy collaboration with a range of scientists (mostly in a range of medical science backgrounds). This lead to a flow which works within the processes used in research labs. Examples of this include the use of uploaders to interact with existing systems as well as a web UI interface aimed to fit in with the laboratory processes.

The projects enables storage, access, reporting and data export of the following types of data

* subject demographic data
* subject custom fields
* biocollection data
* biocollection custom data
* biocollection data
* biocollection data

and 2D visualization of pedigree information. Along with pedigree and genotypic data management.

## 1.2 Project Objectives

1.2.1 What were the Project’s objectives?

* Integration with the AAF authentication services;
* An integrated invoicing and billing module;
* A data extraction for analysis module;
* A pedigree (family) data management and visualisation module. Note that we have developed a prototype for a 3 dimensional pedigree visualisation tool that may be used as the basis for this module;
* Registry Management functionality for managing participant registries, such as the Australian Twin Registry; and
* A genotypic data management module.

1.2.2 Did the Project objectives vary after the submitted Request for Proposal?

Significant changes to the timeline were necessary following some staffing difficulties, these were all submitted and approced by NeCTAR.

1.2.3 How did the Project perform against the planned objectives?

Please provide a brief explanation of the contributing factors of under or over performance.

How did this variation in performance affect the Project’s ability to meet key success factors?

1 page maximum.

# The project was able to proceed ahead as expected but there were delays in the timeline.② COLLABORATION

## 2.1 Participating Organisations

2.1.1 Please add the details of your Project’s collaborative partners. Add rows as required.

|  |  |
| --- | --- |
| **Organisation / Group Name** | **Role** |
| CSIRO | Lead Organisation / Software Development |
| aaa |  |
|  |  |
|  |  |

## 2.2 Reflection on Collaboration

2.2.1 Did the collaboration exist before the Project came into being? If yes, did the Project strengthen the collaboration?

2.2.2 How did collaboration strengthen the Project?

Please reflect on the positives and negatives of collaboration.

2.2.3 Did the Project’s collaborative partners deliver what was promised?

Please reflect on how the Collaborative partners listed in the Request for Proposal adhered to their commitments and the affects this had on managing the Project’s key success factors.

2.2.4 Did the number of collaborative partners increase throughout the project?

Of the collaborative partners detailed in 2.1.2, please note which came on board after the Request for Proposal was submitted. Why did they come on board? How did they influence the Project?

# ③ USE

## 3.1 Measures and Values

3.1.1 How did the Project measure success?

Please explain in a few words what metrics were used to measure the success of the Project.

How were these chosen and approved?

Provide tables etc as appropriate.

3.1.2 Project measures – detail.

Please provide any supporting graphs, data etc in **Annexure 1**, as appropriate, that displays the values associated with the metrics.

## 3.2 Trends

3.2.1 How did uptake improve over time?

Please include as part of Annexure 1 or refer to this as appropriate.

3.2.2 What are the future projections of this uptake?

How do you feel the Project will continue to perform post Project Closure? What will it take to improve uptake in the future?

## 3.3 Case Studies and Feedback

3.3.1 Success Stories

Please provide, as applicable, positive stories from researchers and/or users championing the Project.

These can be added here if simple (1-2 paragraphs each) or in **Annexure 2** if detailed (1-2 pages each).

3.3.2 What was the general feedback from the User community toward your Project?

Where they satisfied with the Project’s offering?

What could be done differently to increase user satisfaction?

# ④ IMPACT

## 4.1 Impacts and Benefits

4.1.1 Describe examples of the impact and benefits that your Project has had on research.

E.g. Tangible benefits; Citations; Has your work led to further grants or funding? What future benefits do you anticipate?

# ⑤ SUSTAINABILITY

## 5.1 Future Plans

5.1.1 What are your plans for the future of the infrastructure?

Are there plans to expand? Or maintain the ‘status quo’?

5.1.2 How will the future plans be supported?

What are your plans to meet the objectives in 5.1.1?

## 5.2 Project Risks and Issues

5.2.1 What are the ongoing Project risks?

How will these affect the plans mentioned in 5.1?

How will these be mitigated?

# ⑥ LESSONS LEARNED

## 6.1 Lessons

6.1.1 What went well?

Please reflect on the matters that worked for the Project and why?

6.1.2 What did not go well?

Please reflect on the matters that did not go according to plan and the lessons learned form this.

6.1.3 What would you do differently?

If the Program were extended, or you had your time again, what would you do differently to ensure greater success?

6.1.4 If not already outlined above, how do you feel the NeCTAR project supported you and your Project through the initial call for proposals, the negotiation, the development, the communication/marketing, and this final report? How could it improve?

# ⑦ FINANCIAL

## 7.1 Statement of Income and Expenditure

7.1.1 Please provide an Audited Detailed Statement of Income and Expenditure in **Annexure 3**.

It must include:

* A definitive statement as to whether the financial accounts are true and fair, and a statement of the balance of your account
* An audit statement that the Funding was expended for the Project and in accordance with the Contract.

The Statement of Income and Expenditure must be audited and certified by:

1. Your Chief Financial Officer and
2. The Senior Executive Officer who has primary responsibility for managing the audit functions in your organisation.

## 7.2 Asset Register

7.2.1 Please attach a certified copy of the Asset Register.

You can use the Asset template included in your Nectar Reports and include a statement similar to the one provided below.

I hereby certify that:

1. All assets were acquired and created as part of the Nectar Project and in accordance with the Terms and Conditions between Nectar and UWA RT029.
2. Assets above are described in compliance with Section 4.2 of the Terms and Conditions – Specific Provisions regarding Location, Ownership and Value.

The Asset Register must be certified by the Chair of the Steering Committee.

|  |  |
| --- | --- |
| **Project Sponsor** |  |
| **Signature** |  |
| **Date** |  |

# ANNEXURE 1

**Measures and Values over time**

# ANNEXURE 2

**Case Studies**

# ANNEXURE 3

**Audited Detailed Statement of Income**