



Grant Number: 0000  
 Principal Investigator: NAME  
 Date: DATE

## Research Grant Final Report Instructions

Your primary person of contact is: Bettina Sterling, Health Committee Chair, American Cavalier King Charles Spaniel Club. You may contact her at [Sterlingtoys@aol.com](mailto: Sterlingtoys@aol.com) if you have any questions regarding the Final Report process.

The words appearing in 'blue' print are examples or instructions provided for your assistance in completing the actual forms. The more information that is provided in this summary, the more likely it will be that we might work with you in the future.

ACKCS Grant Number	
Project Title	
Institution	
Investigator(s)	
Project Start Date	
Report Number	FINAL
Current Date	



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#### Study Objectives:

- Restate each study objective.
- If any of the objectives have changed since the submitted application, please explain the study modification requests.
- For each objective, enumerate (# dogs, # samples collected, #tests/experiments run versus planned #s) or estimate a percent completion on the progress.
- If there are differences compared to the original timeline, please explain and describe how the project plan is adjusted to compensate for the differences.

#### Non-Confidential, Lay language Progress Summary:

- One electronic copy should be sent to Bettina Sterling at [sterlingtoys@aol.com](mailto:sterlingtoys@aol.com).
- This Final Summary will be distributed to ACKCSC Charitable Trust's Trustees and used in ACKCS Charitable Trust communications as a summary of the research grant.
- **Do not include confidential information which may jeopardize future publications if released.**
- The more information that is provided in this summary, the greater the likelihood that the club members /sponsors will be in participating in raising funds for future research.

#### Publications:

- List all publication citations that are a result of the study.
- Include papers in preparation, submitted, under review, or pre-print.
- Please attach copies of the articles to this report.
- Remember to notify ACKCS Charitable Trust on all future publications generated containing data obtained through this grant.

#### Presentations:

- List any and all presentations given as a result of this research.



No Cost Extension Request:

- If you need to request a NCE, please explain below.
- The request will be reviewed and, if approved, a letter will be sent extending the project end date by six months.

Non-Confidential Grant Summary Financial Statement:

- Please attach a final financial statement for your project if available.
- Often there are delays between the time the grant is completed and the time the project account is closed.
- In this case, please request your financial office send the statement to ACKCS Charitable Trust within 60 days of the grant's end date.