

Progress Report

The following is a progress report template for the Heart and Stroke Foundation of Canada (the Foundation) Junior Personnel Awards Program. Its purpose is threefold:

- 1) to track the progress of applicants supported by the Junior Personnel Awards program,
- 2) to update any changes in awardees' contact information, and
- 3) to aid in the evaluation of the Heart and Stroke Foundation Junior Personnel Awards program.

Instructions:

1. Please forward your **completed** progress report via email (research@hsf.ca). Progress reports are due annually, one month after the start date. For example, if you began your award on July 1st, your annual progress report will be due August 1st.
2. Please limit your report to research activities within the reporting period. Your first progress report should cover research activities in the first award year (for example, **July 1st to June 30th** of a given year).
3. Once completed, please have your **primary supervisor** review your progress report. On the last page of the progress report you must then indicate that it has been reviewed by your primary supervisor.

Please note: All responses will be kept confidential, according to the requirements of the Heart and Stroke Foundation and the Personal Information Protection and Electronics Document Act (PIPEDA).

Award Period			
Duration of Award:	Start Date: _____	End Date: _____	
	(mm/dd/year)	(mm/dd/year)	
Reporting Period:	From: _____	To: _____	
	(mm/dd/year)	(mm/dd/year)	

SECTION A: CONTACT INFORMATION

Family Name	Given Name	Middle Initial
Primary Email Address	Alternate Email Address <i>(if applicable)</i>	

During the period covered by this progress report were there any changes to your **contact information**?
(please select one)

- Yes
 No

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SECTION B: PERMANENT ADDRESS

Address		
City	Province/State (Canada/US only)	
Country	Postal/Zip Code (Canada/US only)	
Telephone (xxx-xxx-xxxx)	Extension (if applicable)	Fax (xxx-xxx-xxxx)
Alternate Telephone (xxx-xxx-xxxx)	Alternate Extension (if applicable)	Alternate Fax (xxx-xxx-xxxx)

During the period covered by this progress report was there a change in your **permanent address**? (please select one)

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

SECTION C: MAILING ADDRESS

Complete this section only if your mailing address is **different** from your permanent address.

Address		
City	Province/State (Canada/US only)	
Country	Postal/Zip Code (Canada/US only)	
Telephone (xxx-xxx-xxxx)	Extension (if applicable)	Fax (xxx-xxx-xxxx)

During the period covered by this progress report was there a change in your **mailing address**? (please select one)

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

Which address would you prefer to use for **future** correspondence? (please select one)

<input type="checkbox"/>	Mailing Address
<input type="checkbox"/>	Permanent Address

SECTION D: CURRENT POSITION

Position Title (e.g. Adjunct Professor)
Department
Institution
Position Start Date (yyyy-mm-dd)

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SECTION E: AWARD INFORMATION

Type of research award: *(please select one)*

Doctoral Research Award
Research Fellowship Award

Other *(please specify)*:

Name of **Primary** Supervisor

Department

Institution

Name of **Co-Supervisor** *(if applicable)*

Department

Institution

SECTION F: PROJECT PROGRESS AND RESULTS

1. Please tell us the title of your research project.

2. Please estimate what proportion of your research falls under the following **four (4) themes of health research**, as defined by the Canadian Institutes of Health Research.

%

Basic Biomedical (I)

(Research with the goal of understanding normal and abnormal human functioning, at the molecular, cellular, organ system and whole body levels, including the development of tools and techniques to be applied for this purpose; developing new therapies or devices which improve health or the quality of life of individuals, up to the point where they are tested on human subjects. Studies on human subjects that do not have a diagnostic or therapeutic orientation.)

Clinical (II)

(Research with the goal of improving the diagnosis and treatment (including rehabilitation and palliation) or disease and injury; improving the health and quality of life of individuals as they pass through normal life stages. Research on or for the treatment of patients.

Health Services/Systems (III)

(Research with the goal of improving the efficiency and effectiveness of health professionals and the health care system, through changes to practice and policy. Health services research is a multidisciplinary field of scientific investigation that studies how social factors, financing systems, organizational structures and processes, health technologies, and personal behaviours affect access to health care, the quality and cost of health care, and ultimately our health and well-being.)

Social, Cultural, Environmental and Population Health (IV)

(Research with the goal of improving the health of the Canadian population, or of defined sub-populations, through a better understanding of the ways in which social, cultural, environmental, occupational, and economic factors determine health status.)

100%

3. a) Please list the research objectives from your **original** application.

b) For the period covered by this progress report, please describe: i) any changes to these original objectives, ii) why these changes occurred, and any impacts these changes have had on your research project. *(250 words or less)*
4. For the period covered by this progress report, please describe your **three greatest project-related achievements**. *(150 words or less)*
5. **If applicable**, please indicate the estimated completion date of your graduate studies (ex. Master's or PhD defence).
6. For the period covered by this progress report, please describe any **personal** or **project-related** factors that may have hindered your progress. *(150 words or less)*
7. Please provide any additional comments you may have regarding the progress of your project during the period covered by this progress report.

SECTION G: NUMBER OF PUBLICATIONS

1. For the period covered by this progress report, please indicate the number of **published, accepted or in-press, and submitted** publications, according to the categories listed below.

The number of publications a) published, b) accepted or in-press, and c) submitted under each category should correspond to the number of publications a) published, b) accepted or in-press, and c) submitted under Section H: Listing of Publications, #1-5.

PUBLICATIONS	Column A # PUBLISHED	Column B # ACCEPTED OR IN-PRESS	Column C # SUBMITTED
1. Refereed Papers			
2. Books and Monographs			
3. Contributions to a Collective Work/Book Chapters			N/A
4. Abstracts			
5. Other Publications and Works			
Total Number of Publications <i>(please add the totals for each of Columns A, B, and C)</i>			

2. For the period covered by this progress report, please indicate the number of **invited presentations**.

The number of Invited Presentations should correspond to the number of Invited Presentations listed in Section H: Listing of Publications, #6.

Number of Invited Presentations

SECTION H: LISTING OF PUBLICATIONS

For the period covered by this progress report, please list your publications and other research contributions, according to the categories listed below. Where applicable, use the reference format of the bibliographic notes from the original publication.

1. Refereed Papers

Please include original articles published in journals.

- a) Published
 - b) Accepted or In-Press
 - c) Submitted
-

2. Books and Monographs

- a) Published
 - b) Accepted or In-Press
 - c) Submitted
-

3. Contributions to a Collective Work/Book Chapters

Please include chapters written on invitation or collective works derived from conferences or symposiums.

- a) Published
 - b) Accepted or In-Press
-

4. Abstracts

Please include name of journal and title, or article and date submitted.

- a) Published
 - b) Accepted or In-Press
 - c) Submitted
-

5. Other Publications and Works

- a) Published
 - b) Accepted or In-Press
 - c) Submitted
-

6. Invited Presentations

Please include conferences, presentations, demonstrations, and workshops intended for a non-academic audience, according to the type of audience to which you have been invited to present.

SECTION I: FUNDING INFORMATION

1. List any additional funding you have received during this reporting period.

Type of Funding	Grant/Award Status (Please indicate with an X)			Amount Applied For / Awarded (\$CDN)	Duration of Grant/Award (mm/yyyy – mm/yyyy)	Funding Source
	Applied	Pending	Received			

SECTION J: SUPERVISOR - SECTION

1. Please provide a brief appraisal of awardee and research progress made for the period covered by this report. (Maximum 250 words)
2. Please describe the nature of any work required to be carried out by the awardee apart from the research activity.

SECTION K: HEART AND STROKE FOUNDATION PERSONNEL AWARDS PROCESS

1. On a scale of 1-5, **with 5 being very satisfied**, please indicate (x) your level of satisfaction with the Heart and Stroke Foundation Personnel Awards program.

Very unsatisfied Very satisfied

1 2 3 4 5

2. Please provide any additional comments you may have regarding the Heart and Stroke Foundation Junior Personnel Awards program.

SECTION L: SUPERVISOR REVIEW

This progress report has been reviewed by my primary supervisor. I confirm that the information provided is accurate and complete.

Awardee Signature

Supervisor Signature