**COLLEGE OF CHARLESTON**
**FACULTY RESEARCH AND DEVELOPMENT COMMITTEE**
**FINAL REPORT COVER SHEET**

(DUE WITHIN SIX WEEKS OF THE TERMINATION OF THE AWARD PERIOD)
THE FINAL REPORT, SIGNED AND DATED, MUST BE SUBMITTED ELECTRONICALLY TO THE OFFICE OF THE DEAN OF THE GRADUATE SCHOOL, THE DEPARTMENT CHAIR, AND TO THE CHAIR OF THE FACULTY RESEARCH AND DEVELOPMENT COMMITTEE.

NAME: _____ Email: _____

**Amount Funded?** _____ **Year/Round Grant was Awarded?** _____

**INSTRUCTIONS:**

Describe the status of your project, addressing each of the areas below. Normally, final reports are between 250 – 500 words.

I. A Financial Report. Include the budget approved by the committee and please note any additional expenses or sources of support.

II. Benefits Derived from the Project. Discuss how the grant activities have affected your development as a teacher and scholar.

III. A List of Publications or Presentations. Note whether these are completed or intended.

SIGNATURE, Recipient_____ Date_____

**Note: The final report is mandatory, and if not submitted, you will be ineligible for future grants from this committee.**