



## **RUTH A. GARDNER RESEARCH AWARD REPORTS**

### **Reports**

Progress reports should be submitted midway through the project and annually (if applicable). A final project report must be submitted.

### **Progress Report(s)**

The progress report(s) should be a maximum of 5 pages and should address the following:

1. A brief summary of the topic area.
2. The purpose of the research.
3. Progress made to date regarding:
  - (a) the recruitment of participants
  - (b) the development of data collection tools
  - (c) the status of data collection, data cleaning and data analysis activities
  - (d) the status of any reports, journal articles, etc. using data from the research project
  - (e) any knowledge dissemination activities (e.g., presentations to seniors' groups, at academic conferences, etc.)
4. Any challenges encountered and how these have been or are being addressed.
5. Any assistance required from the Eldercare Foundation and/or the Institute on Aging and Lifelong Health at UVic.
6. Any other information the award recipient would like to communicate to the funder and/or the Eldercare Foundation.

## Final Project Report

The final project report should be a maximum of 20 pages and should address the following:

1. A brief summary of the topic area before the research was conducted .
2. A summary of the research project, including the purpose, participants, research approach, data collection tools, and findings.
3. The implications of the findings for the enhancement and/or advancement of care for individuals with chronic conditions who are aging, including areas for further research, program and/or policy development, etc.
4. A summary of any reports, journal articles, etc. developed using data from the research project.
5. A summary of all knowledge dissemination activities (completed and planned).
6. A summary of how the funds from the Ruth A. Gardner Research Award were used.
7. Any other information the award recipient would like to communicate with the funder and/or the Eldercare Foundation.

Progress and final reports should be submitted to :

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