



### **Guidance for Report on Activities after a Summer Research Stipend**

*Instructions from the application for Summer Research Stipend: The recipient must submit a one-page report to the Office of Faculty Affairs by December 15th of the year in which the stipend is received.*

*Toward the end of your award period, you will receive instructions about how to submit your report to the Office of Faculty Affairs.*

*Please contact the Associate Director of Faculty Affairs in the Office of Faculty Affairs if you have any questions. Please do not email the Faculty-Admin email address.*

This report should be no longer than one page (single-spaced) and address the following questions:

- What professional activities did you accomplish with the support of a Summer Research Stipend?
- What are your future plans that have grown from the professional activities that you accomplished while on leave?

Please address any publications, grant applications, or other outcomes.