

## GRANT REPORT Interim/Final

Please send completed report to:

ESPE Team

Email: [espe@mci-group.com](mailto:espe@mci-group.com)

Website: [www.eurospe.org](http://www.eurospe.org)

<b>Name of Grant:</b>			
Interim report <input type="checkbox"/>		Final Report <input type="checkbox"/>	
	Title	First name	Last name
Recipient			
Address			
Postal code		City	
Present position			
Telephone			
Email			

<b>Project information</b>	
Project title	
Duration of grant	
Date of report	

<b>Knowledge transfer</b> <i>Please summarise the benefits to the applicant and home institution. (200 words max)</i>

<b>Host (Hospital/ Institute/ Lab visited)</b> <i>Please provide information about your stay, mentoring, training etc... (100 words max)</i>

<b>Financial Spending</b> <i>Have the funds allocated been spent as specified in the application? If not, please explain. (100 words max)</i>
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<b>Project Outputs</b> <i>Please describe the main achievements. (200 words max)</i>
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<b>Specific Outcomes</b> <i>What publications, grants or fellowships have arisen from this work? ( 300 words max)</i>
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**Lay Summary** *To engage with the public as well as the funders, the ESPE Scientific Committee needs a lay summary of the project. It needs to be written for members of the general public and should be in plain English and be understandable to an adolescent. Please avoid the use of jargon and please explain any technical terms that have to be included. Please avoid patient identifiable information. Please also emphasise the overall benefit you derived from this opportunity. The text will be published on the “Current ESPE Funded Projects” page and may also be used in ESPE marketing and communication channels such as the Annual Review, social media, Newsletter etc.(150 words max)*

Please confirm below if you are happy for your email address to be included with the text on the “Current ESPE Funded Projects” page, in order to stimulate collaboration and discussion

Consent to publish email address on “Current ESPE Funded Projects” page:      YES       NO

Preferred email address:

**Other Comments**

**Proof of ethical approval** *Please provide proof of the ethical approval (if applicable) for your research on human/animal subjects. If this is not yet obtained, please show proof of application for ethical approval – this can be a screenshot of the confirmation of receipt of the application etc. Please outline how many human/animal subjects there are. Please attach to email if you are unable to link this proof below (send to [espe@mci-group.com](mailto:espe@mci-group.com))*

**Recipient Biography** (FINAL REPORT ONLY) The ESPE Science Committee requests a short biography of the grant recipient for publication on the grant web page, in the "Past Recipients" section. It should focus on the career steps that have led to the application for this particular grant, and the perspectives for the future following the opportunities offered by the grant, as well as the scientific output. It needs to be written for members of ESPE and should be in plain English. Please avoid the use of jargon and explain any technical terms. Please avoid patient identifiable information. The text may be used in ESPE marketing and communication channels such as the Annual Review, social media, Newsletter etc. (300 words max).

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**Date**

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**Applicant Signature**

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**Date**

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**Project Supervisor Signature**

**Note!** Please also complete and submit the Grant Accountability Report and if required, a Grant Payment Form. A Grant Payment Form would only be required if this is an interim report and payment of the next installment of your grant is due.