

SoTL Grant Recipient Final Report Worksheet

Directions

Use this worksheet to document your progress throughout your SoTL project. When you finish, copy and paste your responses into this [SoTL Grant Recipient Final Report Google Form](#). As a reminder, *your final report is due by October 1st of the year following your grant award year.*

Quick Links

[Section 1. Project Information](#)

[Section 2-5. Co-PI Information](#)

[Section 6. Contributors](#)

[Section 7. List Contributors](#)

[Section 8. Partnerships](#)

[Section 9. List Partnerships](#)

[Section 10. Project Goals](#)

[Section 11. Project Plan.](#)

[Section 12. Accomplishments](#)

[Section 13. Products](#)

[Section 14. Impacts](#)

[Section 15. Changes to the Project](#)

[Section 16. Report Changes to the Project](#)

[Section 17. Dissemination Report](#)

[Section 18. Dissemination Plan](#)

[Section 19. UNC Charlotte Opportunities for Dissemination](#)

Questions or Concerns?

- If you have technical questions or concerns about this form, please email Jordan Register at jtrombly@charlotte.edu.
-

Section 1. Project and PI Information

1. Project Title

[]

2. Grant Award Year. e.g. if you submitted a proposal in Fall of 2022, and were awarded funds in January of 2023, your grant award year is 2022-2023.

☐ 2021-2022

☐ 2022-2023

☐ 2023-2024

☐ 2024-2025

3. Did you participate in any of the following SoTL Courses through the Center for Teaching and Learning? *Select all that apply.*

☐ SoTL 101

☐ Getting Funded

☐ I did not participate any of these courses

Principal Investigator Information

Please enter the following information.

4. PI: Last Name

[]

5. PI: First Name

[]

6. PI: Preferred email address

[]

7. Do you have one or more Co-PI's on this project that you need to report?

☐ Yes

☐ No

Section 2-5. Co-PI Information

Please enter the following information, where applicable.

Co-PI #1 Information

8. Co-PI #1: Last Name

[]

9. Co-PI #1: First Name

[]

10. Co-PI #1: Email address

[]

11. Are there more Co-PI's on this project that you need to report?

☐ Yes (continue)

☐ No (skip to section 6)

Co-PI #2 Information

12. Co-PI #2: Last Name

[]

13. Co-PI #2: First Name

[]

14. Co-PI #2: Email address

[]

15. Are there more Co-PI's on this project that you need to report?

- ☐ Yes (continue)
- ☐ No (skip to section 6)

Co-PI #3 Information

16.Co-PI #3: Last Name

[]

17.Co-PI #3: First Name

[]

18.Co-PI #3: Email address

[]

19.Are there more Co-PI's on this project that you need to report?

- ☐ Yes (continue)
- ☐ No (skip to section 6)

Co-PI #4 Information

20.Co-PI #4: Last Name

[]

21.Co-PI #4: First Name

[]

22.Co-PI #4: Email address

[]

Section 6. Contributors

Contributors *are NOT Co-PI's* but may include graduate assistants, research assistants, teaching assistants, data collectors, etc. that *may or may not* have received a stipend from the awarded grant.

23. Are there other contributors on this project besides Co-PI's that you need to report?

☐ Yes (continue to next section)

☐ No (skip over next section)

Section 7. List Contributors

Enter contributors *in order of their contributions* from greatest to least.

Contributor 1:

24. Name:

☐ []

25. Role and responsibilities:

☐ []

26. Dates involved with the project:

☐ []

27. Whether or not they received a stipend from the grant.

☐ []

Contributor 2:

28. Name:

[]

29. Role and responsibilities:

[]

30. Dates involved with the project:

[]

31. Whether or not they received a stipend from the grant.

[]

Contributor 3:

32. Name:

[]

33. Role and responsibilities:

[]

34. Dates involved with the project:

[]

35. Whether or not they received a stipend from the grant.

[]

Contributor 4:

36. Name:

[]

37. Role and responsibilities:

[]

38. Dates involved with the project:

[]

39. Whether or not they received a stipend from the grant.

[]

Other Contributors:

40. Name:

[]

41. Role and responsibilities:

[]

42. Dates involved with the project:

[]

43. Whether or not they received a stipend from the grant.

[]

Section 8. Partnerships

Outside organizations.

44. Did you partner with any outside organizations on this project?

☐ Yes (continue to next section)

☐ No (skip over next section)

Section 9. List Partnerships

What other organizations have been involved as partners?

Partner Organization #1:

45.Type of Partner Organization:

[]

46.Name:

[]

47.Location:

[]

48.Partner's contribution to the project:

[]

Partner Organization #2:

49.Type of Partner Organization:

[]

50.Name:

[]

51.Location:

[]

52.Partner's contribution to the project:

[]

Partner Organization #3:

53.Type of Partner Organization:

[]

54.Name:

[]

55. Location:

[]

56. Partner's contribution to the project:

[]

Other Partnerships/Organizations:

57. Type of Partner Organization:

[]

58. Name:

[]

59. Location:

[]

60. Partner's contribution to the project:

[]

Section 10. Project Goals

Please indicate the extent to which you accomplished your project goals as described in your proposal.

61. What are the major goals of the project?

[]

62. Did your project accomplish all of its intended goals?

☐ Yes (skip over next section)

- ☐ No (continue to next section)
- ☐ Partially (continue to next section)
-

Section 11. Project Plan

If you did not accomplish all of the goals of the project, please respond to the following:

63. What do you plan to do over the next year to reach the intended goals?

[]

Supporting Files

64. You may upload a supporting PDF file with images, tables, charts, or other graphics in support of this Project Plan section. If supporting files for this section include more than one document, please upload as a single (combined) PDF file.

Section 12. Accomplishments

What was done? What was learned?

65. What was accomplished under the goals and objectives of this project?

Provide information for at least one of the 4 categories below:

☐ 1. Major Activities:

[]

☐ 2. Specific Objectives:

[]

☐ 3. Significant Results:

[]

☐ 4. Key outcomes or other achievements:

[]

Future Opportunities

66. What opportunities for training and professional development has the project provided?

[]

Supporting Files

67. You may upload a supporting PDF file with images, tables, charts, or other graphics in support of this Accomplishments section. If supporting files for this section include more than one document, please upload as a single (combined) PDF file.

Section 13. Products

List any of the following products resulting from your project during the specified reporting period (please cite published work according to disciplinary standards):

68. Books:

[]

69. Book Chapters:

[]

70. Refereed Journal Articles:

[]

71. Juried Conference Papers:

[]

72. Other Conference Presentations/Papers:

[]

73. Inventions:

[]

74. Licenses:

[]

75. Patent Applications:

[]

76. Technologies:

[]

77. Techniques/Strategies:

[]

78. Thesis/Dissertation:

[]

79. Websites or Other Internet Sites:

[]

80. Other Products:

[]

81. Other Publications:

[]

Supporting Files

82. You may upload PDF files with images, tables, charts, or other graphics in support of this Products section. You may upload up to 10 PDF files with a maximum file size of 10 MB each.

Section 14. Impacts

In this section you will describe the impact of this project for teaching, learning, and beyond.

83. What is the impact of your project on teaching and learning experiences?

[]

84. What other impact(s) has the project yielded?

[]

Supporting Files

85. You may upload a supporting PDF file with images, tables, charts, or other graphics in support of this Impacts section. If supporting files for this section include more than one document, please upload as a single (combined) PDF file.

Section 15. Changes to the Project

86. Did you make any changes to the project that deviated from your project proposal? Changes in the approach to the project and reasons for those changes:

☐ Yes (continue to next section)

☐ No (skip next section)

Section 16. Report Changes to the Project

87. Problems/delays and actions taken to resolve them:

[]

88. Changes that have/had a significant impact on expenditures:

[]

Supporting Files

89. You may upload a supporting PDF file with images, tables, charts, or other graphics in support of this Changes to the Project section. If supporting files for this section include more than one document, please upload as a single (combined) PDF file.

Section 17. Dissemination Report

When accepting the grant, you agreed to disseminate your results/products to BOTH internally to the UNC Charlotte community AND externally to communities of interest. *Please indicate your progress in the following sections.*

90. How you have disseminated your work to The UNC Charlotte Community:

- ☐ I have disseminated my work BOTH internally to the UNC Charlotte community AND externally to communities of interest.
- ☐ I have disseminated my work internally to the UNC Charlotte community only, but am planning to disseminate externally.

- ☐ I have disseminated my work externally to communities of interest only, but am planning to disseminate internally to the UNC Charlotte Community.
- ☐ I have not yet disseminated my work internally or externally, but have plans to do so.

91. How have you disseminated your work to The UNC Charlotte Community? (If you have yet to disseminate to this audience, please enter "see dissemination plan").

[]

92. "How have you disseminated your work to external communities of interest? (If you have yet to disseminate to this audience, please enter "see dissemination plan".

[]

Supporting Files

93. You may upload PDF files with images, tables, charts, or other graphics in support of this Dissemination section. You may upload up to 10 PDF files with a maximum file size of 10 MB each.

Section 18. Dissemination Plan

94. How do you plan to disseminate your results to The UNC Charlotte Community? (If you have already disseminated to this audience, please enter "see dissemination report").

[]

95. How do you plan to disseminate your results to external communities of interest? (If you have already disseminated to this audience, please enter "see dissemination report").

[]

Section 19. UNC Charlotte Opportunities for Dissemination

Please indicate your interest in presenting your SoTL work to the UNC Charlotte Community. *If you have already presented to these communities*, please select both your level of interest *and* that you have already done this.

96. SoTL Research Webinar Series Offered by the Center for Teaching and Learning (CTL)

- ☐ Very Interested
- ☐ Somewhat Interested
- ☐ Not Interested
- ☐ I have already done this!

97. SoTL Faculty Showcase

- ☐ Very Interested
- ☐ Somewhat Interested
- ☐ Not Interested
- ☐ I have already done this!

98. Share your exemplary SoTL work with your colleagues enrolled in the SoTL Course Cycle. (This **new** course is facilitated by the CTL and is intended to support UNCC faculty in developing, funding, and disseminating high quality SoTL research.)

- ☐ Very Interested
- ☐ Somewhat Interested
- ☐ Not Interested

☐ I have already done this!

Next Steps

You are now ready to copy and paste your responses into this [SoTL Grant Recipient Final Report Google Form](#). As a reminder, *your final report is due by June 15th of the year following your grant award year.*

Questions or Concerns?

- If you have any questions or concerns about the SoTL grants process or contents of this final report please reach out to Kim Buch at kbuch@uncc.edu.
- If you have technical questions or concerns about this form, please email Jordan Register at jtrombly@uncc.edu.