**New Jersey Governor’s Council for Medical Research and Treatment of Autism**

**Final Report: Basic Research**

**Final Report Guidelines:**

* Final Reports should be submitted as an attachment in SAGE within 30 days of the close of your grant period. Please make sure you know the end date of your grant period so you are in compliance with the Final Report submission date (if due date falls on a weekend or federal holiday, the due date is automatically extended to the next business day).
* Provide clear and concise answers to the template questions below.
* Keep the report within a maximum of 10 pages.
* Follow the template provided below (keep the section name/titles)
* Initiate a **new** Progress Report template in SAGE by following the same directions, but this time, select the “Final Report” checkbox on the Headline page and enter the full time period of your grant (including any NCE). Attach all reports within the Progress Report Attachments section within SAGE and submit.

**Please utilize the following Final Report template and fill in your information:**

**Final Progress Report Template:**

1. **Grant Information**
* Grant number and title:
* Principal Investigator:
* Institution:
* Email address:
* Period covered by this report:
* Full time period of grant:
* Date of report:
* Amount of grant:
1. **Work Progress**
* Major goals and objectives of the project
* Conclusions for each of the goals/objectives (include completion timeline with unpublished data, and published data in the Appendix attached as the complete manuscript)
1. **Challenges/Lessons Learned**
* Challenges encountered and actions utilized to remediate those challenges
* Long term issues or concerns
* Lessons learned
1. **Collaborators**
* Name(s), institution(s), purpose and outcomes of the collaboration(s)
1. **Accomplishments and Plans**
* Implications of the project results for future ASD research and treatment
* Plans to continue this research, including applications submitted to other sources for ongoing support
* Additional accomplishments such as:
* Training new ASD researchers
* Training created
* Website created
* New technology, invention, or intervention
* Poster presentation(s) or publication(s)
* Data used for additional grant applications
* Communication to the ASD community or the public
1. **Final Summary** – Include a clear and comprehensible summary, without including any confidential information, which can be shared with the public/community:
* Findings or outcomes of the project
* Implications for the ASD community
1. **Objectives & Activities:** Attach an updated copy of the projects Objectives & Activities sheet as an appendix to your report.