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# Final Progress Report

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The Final Progress Report can be submitted electronically through the Closeout feature in eRA Commons. NIH strongly encourages electronic submissions of all closeout documents.

All non-financial closeout documents (such as the final progress report and HHS 568 Final Invention Statement and Certification) not submitted through the eRA Commons will be required to be submitted to the following address:

NIH Centralized Processing Center  
6705 Rockledge Drive  
RM 2707, MSC 7987  
Bethesda, MD 20892 (for regular or US Postal Service Express mail)  
Bethesda, MD 20817 (for other courier/express deliveries only)  
E-mail: [DeasCentralized@od.nih.gov](mailto:DeasCentralized@od.nih.gov)  
Fax: (301) 480-2304

This report is needed by the NIH for program and for informing the public, administrative and Congressional officials about the research resources it supports.

The report is due 90 days after the expiration of the grant.

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## **Instructions for Final Progress Report**

1. List identifying data items in the following format:

Grant No. **1 S10RR#####-01**

Principal Investigator: (Name, Institution, Department, Address)

Funding Period:

Name of Instrument: (including manufacturer, model)

Total Purchase Cost:

Total NCRR Award:

Other Sources of Funding: (if possible)

## **Narrative (use additional pages if necessary)**

2. Describe the high-end instrumentation purchased, its usage and its impact on the research community, specifically the NIH funded users.
3. Describe the administration, operation, and plans for the maintenance of the instrument.
4. Describe (in language understandable to the lay public) any research accomplishments resulting from the use of the instrumentation. Explain the developments in terms of their contributions to new knowledge and potential for the improvement of human health. Provide references to publications, if available.
5. Include any other additional information, which you would consider useful to the NIH.