Through its annual research scholarship programme, The Urology Foundation (TUF) supports urologists for one year of full-time scientific basic laboratory research into the diagnosis, causes and treatment of urological diseases. This type of research is critical to moving our understanding of urological diseases forward.

Reporting is essential for TUF to demonstrate the impact we have and the progress that is being made in the fight against urology disease.  The lay public can be persuaded to support TUF with insightful reports that easily and clearly demonstrate the impact that TUF and its researchers are having.   The use of lay language is therefore crucial as it allows these reports to serve as an informative link between TUF's supporters and TUF's researchers.

Successful scholars are required to supply TUF with a satisfactory progress report to secure the final instalment of the grant and are encouraged to submit abstracts of their work to the British Association of Urological Surgeon's (BAUS) Annual Meeting.

**Reporting Requirements**
Scholars must submit a one page progress report halfway through the project. Upon completion of the project the scholars must submit a final Summary Report (maximum five pages) and a short video report (maximum three minutes) for review by the Scientific and Education Committee and the Board of Trustees of The Urology Foundation. All of the reports outlined above should be completed in lay terms.

The report should also acknowledge funding from The Urology Foundation (TUF). Any future reference to this Research Scholarship should also mention funding from TUF and the award should also be listed on your CV.

Below is the template that we request you follow when submitting your written Research Scholarship Summary Report.

**Template for Summary Reports**

1.) Title of Project
2.) Name & position of report author and place of work.
3.) Date of Report
4.) Project Starting date and Completion date
5.) Research hypothesis
6.) Target study numbers (Patients / Samples)
7.) Problems encountered (if any)
8.) Recruitment / collection to date
9.) Whether recruitment target was reached? (If not, why not.)
10.) Key Findings and any Novel Findings
11.) Significance of Findings – what is the impact for further research?
12.) Potential Clinical Impact
13.) Your future studies and plans
14.) Are you likely to apply for further TUF funding to continue this study?
15.) Have you secured follow-on research funding from elsewhere? If so, where?

*NB: Please ensure that your report is written in layman's language with no technical terms or jargon. The report will need to make sense to someone with no scientific background or prior understanding of the research project.*

**Video report**

TUF also requires our Research Scholars record a short video report upon completion of their research, **the video should be no longer than 3 minutes**. The video can be shot with a regular smartphone camera or similar. The aim of the video is to place your research in a broad context for a lay viewer with no previous knowledge of the field of research. As the aim is to discuss how your work fits in the wider world, please avoid detailed discussion of research methodology. Instead, your video should describe the following aspects of your research in lay terms:

- **What was the specific question the research was looking to answer?**
- **Did the research answer that question? What was the answer?**
- **What does this mean for research in this area going forward? What other work is going on in this area right now? Or in the near future?** This can be either short-term or long-term or both.
- **What are the potential clinical impacts?** For basic science the clinical impact will often be quite distant, therefore this section can be speculative and with a long-term view.
- **What has this research project meant for your career in urology?**

Once TUF is satisfied that the final reports meet all the required criteria, we will pay the final instalment of the grant.

*Updated January 2019*