**TWU Institute and Centre Review**

**Centre/Institute:**

**Director(s):**

**Current members:**

**Members of the advisory board:**

**Date:** *due February 28th in the fifth year or for reactivation*

**A: Executive Summary (maximum 2 pages)**

Provide an executive summary highlighting the achievements and challenges of the past 5-year period. Specifically address how the institute/centre has advanced the university’s mission and SRP during this time period. If this is a review of a dormant institute/centre provide a rationale for reactivation.

**B: Research plan for the next 5 years (maximum 5 pages)**

Provide a proposal for the research and activities that will take place over the next 5 years. Include references to:

* Possible grant applications to be submitted, sources of funding, and partnerships
* Knowledge mobilization/transfer activities
* How the activities will advance the University mission
* Fit with the Strategic Research Plan (note that this may be a different SRP than was present at the last review)

**C: Budget**

Provide a budget for the next year, and a financial business plan for the next five years.