**Annual Research Service Center Report**

*Please complete the following sections to the best of your current knowledge. This provides the review committee an opportunity to learn more about the service centers current strengths and weaknesses.*

**Research service center name:**

**Research service center staff and percentage (%) effort:**

**Rationale and description of research service center:**

* Please describe the scientific benefit of the research service center.
* Please describe the services offered, location, equipment, access and operational details.

**Current clientele:**

* Please provide a list of users over the last 18 months.

**Analysis of competition:**

* Please list direct competitors. Please provide a market rate analysis.

**User fees and pricing:**

* If users fees vary from the recommended cost per service determined by the budget template. Please describe why. Please list any other sources of revenue such as departmental subsidies.

**Equipment maintenance coverage:**

* Well maintained capital equipment is crucial to the viability of most Research Service Centers. If certain pieces of your equipment are NOT covered under service contracts, please explain why.

**Future plans and implementation plans:**

* Please describe any new services, new equipment, and anticipated changes to the research service center projected in the next 2 years. Please describe any future threats such as outdated technology, retirement of key personnel, etc.

**User survey or user group meeting results:**

* Please attach a summary of results obtained from your most recent user group meeting or user survey.

**Contributions to manuscripts and grants:**

* Please list significant contributions to manuscripts (indicate status: submitted, accepted, etc.) and contributions to grant applications (indicate status: submitted, funded, etc.)