SIDEBAR INFO HERE

Could be a quote, stats, charts, a key takeaway, etc.

Try not to use more than 100 words (75 is better).

This is also a good place to introduce a key person —   
a prominent faculty member, perhaps, or maybe someone who isn’t described in the main text — or if your project has been around for a long time,   
a key achievement in its history.

You may also use this space to talk about future activities: your project’s plan, as laid out in simple, bullet-list style.

PLACE PHOTOS IN THIS SPACE

Please reference the “Photo Options” folder with campus and school images that are sized to fit.

If you will be sizing an image, the column width is: 3.97 inches wide. Height can vary.

The image does not have to fit the full width of the column, but please avoid wrapping text around an image. This will help in keeping a consistent and clean layout.

Please place Photo Credit at lower left of photo.

PHOTO: Photographer’s Name

MISSION AND GOALS

Use this space to state the mission of your unit, program, and project. You have about three lines of text available, so be succinct. But also be specific: what makes your project unique?

Subhead

Use a second paragraph to support the implied claim made in mission and goals: what does your project have that will enable it to meet the goals laid out above? Do you have world-class faculty? Award-winning researchers? A one-of-a-kind facility?

Subhead

This is a good place to talk about your parent unit: school, college, department, etc. Name the mission or goals of your parent unit, showing how your project supports them.

2016 ACCOMPLISHMENTS

Subhead

Use this space (about six lines) to list major accomplishments in the last year (or some other defined period of time).

* Bullet lists are fine (but not necessary).
* Quantifiable results are best.
* Accomplishments should relate to mission (as stated above).

IMPACT REPORT

DEPARTMENT/UNIT NAME

FUND OR PROJECT NAME HERE