
Dear Center Director,

Your UNI Center is scheduled for an annual review for the most recently closed fiscal year, FY23. If you are receiving this notice and you believe you are listed in error please notify Lisa Ahern at Lisa.Ahern@uni.edu or 3-6148.

Centers Scheduled for FY23 Annual Review:

Advance Iowa
ARCTICenter
Center for Energy and Environmental Education
Center for Social and Behavioral Research
Center for Teaching and Learning Mathematics
Foundry 4.0 Center
Institute for Decision Making
Iowa Waste Reduction Center
GeoTREE Center
Jacobson Center for Comprehensive Literacy

John Pappajohn Entrepreneurial Center
Metal Casting Center
National Program for Playground Safety
Patricia A. Thompson Center for Violence Prevention
Strategic Marketing Services
UNI Center for Professional Sales Excellence
UNI Center for Urban Education
UNI Community Music School
UNI Family Business Center
UNI Suzuki School

Annual Report- Due Date: Received on a rolling basis starting **October 16, 2023 - November 17, 2023**

Other Information:

Please use these annual review documents to complete the reporting process (attached to transmittal email) or visit the [Centers Reporting webpage](#).

- 01_Annual UNI Center **Activities** Report Form_FY23
- 02_Annual UNI Center **Financial** Report Form_FY23

RSP will request the Financial Reports needed on behalf of all Centers. Your Center's financial report will be sent to you, once it is available. This report will generate financials based on your Center's Organization Number going back 7-years. **You only need to report the most recently closed fiscal year (FY23); the rest of the data is for your information.**

Once received, review the information and note there may be some details missing in the report. For example, "available" grant funds in a UNI Foundation account will not show up in this report; only the exact revenue and expenses for the Foundation account during the reporting period will show up. Remember this report is a 12-month "snapshot" that does not correspond with the grant/contract cycles. Please do not be alarmed if something seems "off" at first glance. Ask questions as needed and use the financial narrative section of the Activities Report to add details, as needed.

Annual Center Report Information Meetings:

The Centers Review Committee Chair will host an informational meeting about the annual reporting process on September 6th from 3:00-4:00. [Please register here if you plan to attend this meeting](#). If this time does not work for you, please contact Lisa to arrange another time.

Thank you for your continued work!

Sincerely,
Lisa Ahern, Centers Review Committee Chairperson