

**BURROUGHS WELLCOME FUND**  
Career Awards at the Scientific Interface (CASI)  
Sponsor's Annual Letter of Evaluation

Recipients of the CASI Award are required to have their sponsor or department chair write an annual letter of evaluation to supplement their progress reports. Progress reports *must be received by October 1 or the awardee's funds will be interrupted*. Your letter should summarize the awardee's research progress and career growth during the period. You may complete this form in lieu of the letter. Your letter, or this form, may accompany the awardee's progress report or be mailed separately to [casi.progress@bwfund.org](mailto:casi.progress@bwfund.org).

BWF ID#: \_\_\_\_\_ AWARDEE NAME: \_\_\_\_\_

Progress Reporting Period from: \_\_\_\_\_ to: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Awardee's Current Title: \_\_\_\_\_ Institution: \_\_\_\_\_

Name of sponsor writing the letter of evaluation: \_\_\_\_\_

Please provide an evaluation of the awardee's research progress and career growth. Include the awardee's grant application and publication activity in your evaluation. If the awardee was in a no-cost grant extension during the reporting period, please comment on his or her progress toward tenure. Check one of the boxes below and provide comment.

☐ Exceptional

☐ Satisfactory

☐ Unsatisfactory

Comments:

Are there any exceptional accomplishments or potential issues that should be brought to BWF's attention?

\_\_\_\_\_  
Sponsor or Department Chair Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Fax (919-991-5176) or email ([casi.progress@bwfund.org](mailto:casi.progress@bwfund.org)) this form to BWF by October 1.