

## PROGRESS REPORT ON BRC FUNDED RESEARCH

A. PROJECT INFORMATION		
1. Project Reference No.:		
2. Research or Project Title:		
3. Period covered:	From:	To:
4. Name of Principal Researcher or Project Coordinator:		
5. Tel:		
6. E-Mail:		

B. PROJECT PLAN STATUS
<b>7. Project Objectives</b>
7.1 Please provide an overview of the project objectives as indicated in the original proposal.
7.2 Please provide an overview of the project objectives <b>for the reporting period</b> in question. Have there been any changes to the project specific aims? If yes, please give details.

7.3 Please provide a summary of recommendations from the previous reviews (if any) and indicate how these have been taken into account

## 8. Work Progress and Achievements

8.1 Please provide a concise overview of the progress of the work for this reporting period. For each of the work package, please provide the following information:

- A summary of the progress towards objectives and details for each task; and
- Highlight clearly significant results.  
(*max. 150 words*)

8.2 Did the research project proceed as planned? If not, explain the reasons for any deviations in the work plan and their impact on other tasks.

8.3 If applicable, explain the reasons for failing to achieve critical objectives and/or not being on schedule and explain the impact on other tasks as well as on available resources and planning.

8.4 What are your research plans and objectives for the coming funding period? (Please note that in your next Progress Report, you may be asked to report progress against these plans and objectives)

## C. RESEARCH TRAINING, CAREERS AND EMPLOYMENT

### 9. Postgraduate Research Training

	Number	Briefly describe their contributions
Postdoctoral involved in the project		
PhD students involved in the project		
Undergraduate students involved in the project		

### 10. Other Personnel employed during the reporting period

Number of research assistants funded	
Number of Professional or Consultants	
Other Personnel involved (Please provide details)	

**D. TRAVEL**

**11. Please list any travel which took place during this reporting period.**

Destination	Dates	Briefly describe the purpose of the travel

**E. EXPENDITURE FOR THE PROJECT REPORTING PERIOD**

**12. Please insert the amounts brought forward from the previous reporting period, if any, the budget for this period and the actual expenditure against budget for this reporting period. Please show any unused budget that is to be carried forward to the next reporting period**

	Amount brought forward from previous period	Original Allocated Budget for this period	Actual Expenditure for this period	Unused Budget carried forward to next period
Manpower-Related Expenses				
Equipment-Related Expenses				
Other Operating-Related Expenses				
.....				
Totals to Date				

**F. DECLARATION****13. Declaration by the Principal Researcher or Project Coordinator**

I declare that:

1. The attached progress report represents an accurate description of the work carried out in this project for this reporting period;
2. The project (tick as appropriate)

has fully achieved its objectives and technical goals for the period;

has fully achieved its objectives and technical goals for the period with relatively minor deviations;

has failed to achieve critical objectives and/or is not at all on schedule

To my best knowledge, the financial statements which are being submitted a part of this report are in line with actual part.

Name of Principal researcher or project coordinator: .....

Signature: .....

Date: .....

**Thank you for submitting this Progress Report.**

**BRC may contact you if clarification or further information is required to determine whether progress has been satisfactory over the period covered in the Report.**

**Researchers should note that if BRC is not satisfied with the progress of the project, further payment of funds will not be forthcoming until satisfactory progress has been made on the project. If satisfactory progress is still not achieved, the funding will be terminated and all outstanding monies recovered by BRC in accordance with the funding Terms specified in the BRC Research Fund Guidelines.**