

**University of Peradeniya - University Research Grants**

**Progress Report**

**It is mandatory for Recipients of University Research Grants to submit Progress Reports (PR) biannually (or by 30<sup>th</sup> June and 30<sup>th</sup> December of each year) during the grant period. The Final Report (FR) should be submitted three months after the submission of the last Progress Report.**

**Two copies of the duly completed Progress Report should be sent to the Senior Assistant Registrar Council & Academic through the Head of Department, Chairperson of the Faculty Research Committee (FRC) and the Dean of the Faculty.**

- 1. Research Grant No:
- 2. Title of Research Project:  
.....
- 3. Name of Grantee:
- 4. Grantee’s Department & Faculty:
- 5. Grantee’s Designation:
- 6. Names and Affiliations of Collaborators (in any)
  - (1) N/A
  - (2) N/A
- 7. Date of award of the Research Grant:
- 8. Amount awarded:
- 9. Period covered by the Progress Report:
 

From:	To:
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- 10. Description of work carried out during the Half Year

(Should be categorized under the following headings where applicable)

Field Work: .....  
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Laboratory Studies:  
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Data collected: .....  
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Results Obtained: .....  
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11. List of Presentations & Publications arising from the project work

12. Any problems encountered with the project:

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13. Is the work on schedule? There is a slight delay.

(a) If not give reasons for the delay/s:

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(b) Any further delays anticipated: No

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(c) What steps can be taken to avoid the anticipated delays .....

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14. Work planed for the next six months:

(a) Field work: .....

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(b) Laboratory work:.....

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15. Expenditure during the period of the Progress Report:

	<u>Amount Allocated</u>	<u>Amount Spent</u>	<u>Balance</u>
(a) Literature survey	.....	.....	.....
(b) Stationary	.....	.....	.....
(c) Postage	.....	.....	.....
(d) Equipment*	.....	.....	.....
(e) Chemicals*	.....	.....	.....
(f) Consumables*	.....	.....	.....
(g) Travel	.....	.....	.....
(h) Data Processing	.....	.....	.....
(i) Field Assistance	.....	.....	.....
(j) Any other *	.....	.....	.....

\*Please Specify/ List

16. Any other comments or Problems encountered: .....

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17. Observations of the Head of the Department:

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 .....

Date

Name of the Head

Signature of the Head

18. Observations of the Faculty Research Committee:

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Date

Name of Chairman FRC

Signature of Chairman FRC

19. Observations of the Dean:

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Date

Signature of the Dean

20. Recommendation of the Senate Research Committee

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Date

Signature of the Assistant Registrar /Academic & Council



