

## HALF YEARLY PROGRESS REPORT

Period: From \_\_\_\_\_ to \_\_\_\_\_

Name of Grantee: \_\_\_\_\_

Department: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Date of commencement: \_\_\_\_\_

Expected date of completion: \_\_\_\_\_

### 1. FINANCIAL DISBURSEMENT

Item	Description	Allocation		Expenditure			
		Rs.	Cts	Cumulative up to date		During Last 06 months	
				Rs.	Cts	Rs.	Cts
1	Personnel						
2	Equipment						
3	Consumables						
4	Travel						
5	Miscellaneous						

### 2. PHYSICAL PROGRESS

Item	Description	Cumulative % up to date	% During Last 06 months
1	Literature Survey		
2	Data Collection/		
3	Computations/Analysis		
4	Report Writing		
5	Publications		

### 3. ISSUES FACED DURING THE PERIOD – IF ANY

**4. INDICATE ANY APPROVAL DESIRED FROM THE UNIVERSITY**

<b>Item</b>	<b>Description</b>	<b>Details of Request</b>	<b>Justification to seek approval*</b>
4.1	Extension of Time		
4.2	Revision of Budget		
4.3	Modifications for Research Plan		
4.4	Any other		

\* If the space of the table is not enough please use an additional paper.

**Signature of the Grantee:.....**

**Date**

Comments and Recommendation of the Head of Department:

Recommended/Not Recommended

**Signature of the Head: .....**

**Date**

Comments and Recommendation of the Dean of the Faculty:

Recommended/Not Recommended

**Signature of the Dean: .....**

**Date**