

Progress Report for R&D Projects [Year __]*

Section-A : Project Details

- A1. Project Title:**
- A2. DBT Sanction Order No. & Date:**
- A3. Name of Principal Investigator:
Name of Co-PI/Co-Investigator:**
- A4. Institute:**
- A5. Address with Contact Nos. (Landline & Mobile) & Email :**
- A6. Total Cost:**
- A7. Duration:**
- A8. Approved Objectives of the Project:**
- A9. Specific Recommendations made by the Task Force (if any):**

Section-B : Scientific and Technical Progress

- B1. Progress made against the Approved Objectives, Targets & Timelines during the Reporting Period** (1000-1500 words for interim reports; 2500-3500 words for final report; data must be included in the form of up to 3 figures and/or tables for interim reports; up to 7 figures and/or tables for final reports).
- B2. Summary and Conclusions of the Progress made so far** (minimum 100 words, maximum 200 words)
- B3. Details of New Leads Obtained, if any:**
- B4. Details of Publications & Patents, if any:**

Section-C : Details of Grant Utilization#

- C1. Equipment Acquired or Placed Order with Actual Cost:**
- C2. Manpower Staffing and Expenditure Details:**
- C3. Details of Recurring Expenditure:**
- C4. Financial Requirements for the Next Year with Justifications:**

#Grant utilization details (UC&SE, Assets Certificate & manpower details) also required to be submitted separately as per the prescribed format

[Signature(s) of the Investigator(s)]

Instructions:

- (i) *All the information needs to be provided, otherwise the Progress Report will be treated as incomplete. In case of 'Nil' / 'Not Applicable' information, the same may be indicated.*
- (ii) *In case of multicentric project, a combined Progress Report should be submitted incorporating the progress of all components. The Project Co-coordinator/ PI will be responsible for this.*
- (iii) **Please indicate the reporting period [i.e. Year 1/2/3/4/5].*
- (iv) *Submission of Progress Report by the end of the 11th month of grant sanction is linked with further continuation of the project and timely release of funds for the next year.*

