

PROJECT PROGRESS REPORT FORM

(To be submitted quarterly)

SECTION 1: PROJECT DETAILS

1.1 Title of the Project Proposal:					
1.2 Grant Code:					
1.3 General Area of the Proposed Research:					
1.4 Name and email address of Principal Investigator:					
1.5 Name and email address of Co-investigator(s):					
1.6 Name and email address of Higher Degree by Research Candidate:					
1.7 Name and email address of Higher Degree by Research Senior Supervisor(s):					
1.8 Time Frame:					
Start Date		End Date		Duration of Project	

SECTION 2: PROJECT STATUS

2.1 Work completed to date (provide evidence):

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2.2 Work in progress (provide evidence):

2.3 Activities yet to be completed (provide evidence):

2.4 Limitations and Challenges *(if any)*:



SECTION 3: FINANCIAL STATUS

3.1 Summary of the expended amount to date with respect to the approved budget (provide evidence):

SECTION 4: DECLARATION

4.1 PRINCIPAL INVESTIGATOR(S):	NAME	SIGNATURE	DATE
4.2 CO-INVESTIGATOR(S):			
4.3 GRADUATE STUDENT:			
4.4 GRADUATE STUDENT SUPERVISOR(s):			

SECTION 5: COLLEGE APPROVAL

5.1 ASSOCIATE DEAN RESEARCH COMMENTS:			
5.2 NAME:			
5.3 SIGNATURE:		5.4 DATE:	
5.5 COLLEGE DEAN'S COMMENTS:			
5.6 NAME:			
5.7 SIGNATURE:		5.8 DATE:	

FOR OFFICE OF THE RESEARCH & INNOVATION USE ONLY			
COMMENTS:			
NAME:			
SIGNATURE:		DATE:	

FINALSUBMISSION

Once the College has reviewed and endorsed the **Project Progress Report Form**, please submit the endorsed form, together with all relevant supporting documents, to the **Grants & Ethics Office (GEO)** for further processing

Grants & Ethics Officer (GEO)

Research Office

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Email geo@fnu.ac.fj