**KNUST RESEARCH FUND (KReF)**

**TEMPLATE FOR PROGRESS REPORT**

|  |  |  |
| --- | --- | --- |
| **PROJECT DETAILS** | | |
| **PROJECT TITLE** |  | |
| **PRINCIPAL INVESTIGATOR** |  | |
| **PROJECT START AND END DATE** |  | |
| **REPORTING PERIOD** |  | |
| **PROGRESS** | | |
| 1. **RESEARCH OBJECTIVES** |  | |
| 1. **IMPLEMENTATION TO DATE** (Include methodology, accomplished tasks, dates, any outputs, etc.) |  | |
| 1. **SUCCESSES** |  | |
| 1. **SETBACKS** |  | |
| **NEXT PHASE** | | |
| **OUTSTANDING ACTIVITIES AND TIMELINES** | **Activity** | **Timeline** |
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|  |  |
| **ANY OTHER COMMENTS** |  |  |

**KNUST RESEARCH FUND (KReF) GRANT AWARD**

**INTERIM FINANCIAL REPORT**

|  |  |  |
| --- | --- | --- |
| **Category** | **Proposed Budget (GHC)** | **Actual Expenditure**  **(GHC)** |
| **Research Materials and Supplies** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Subtotal |  |  |
| **Travel and Fieldwork** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Subtotal |  |  |
| **Small Tools and Equipment** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Meetings and Workshops Cost** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Communication and Dissemination** |  |  |
|  |  |  |
| Subtotal |  |  |
| **Grand Total** |  |  |
|  |  |  |

For Office use only

|  |  |
| --- | --- |
| Award Amount |  |
| Amount received so far |  |
| Remaining Balance |  |
| Recommendation for next phase |  |