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|  | ENDOWMENT FUND SECRETARIAT UNIVERSITY OF AGRICULTURE, FAISALABAD, PAKISTAN**UAF-US COLLABORATION FOR STRENGTHENING OF AGRI. ACADEMIA** Phone: 041-9201125, 9200161-170, Ext. 3604Website: [www.efsuaf.org](http://www.efsuaf.org) Email: efs@uaf.edu.pk |

**SIX MONTHLY TECHNICAL PROGRESS REPORT**

(*1st/2nd/3rd* year)

*Project Identification No.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | - |  |  |  |  |  |

***Reporting period***

|  |  |
| --- | --- |
| From | To |
| Day | Month | Year | Day | Month | Year |
|  |  |  |  |  |  |

 **1. Project Title: \_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Under component (*TT/RD/PC*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **2. Name of Principal Investigator: \_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone/Cell: \_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **3. Name of Co-Principal Investigator:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone/Cell: \_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **4. Overseas cooperating Scientists/Organization:**

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **5. Project Duration** (*months*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **6. Project Status** (*ongoing/completed*):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **7. Total Cost:** (*Rs. in million*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **8. Fund Position**

i) Release received up to\_\_\_\_\_\_\_\_\_\_\_\_: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ii) Expenditure during reporting period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### iii) Balance available as on \_\_\_\_\_\_\_: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **9. Objectives** (*as per PC-I*)**:**

**10. Accomplishments during the Reporting Period:**

|  |  |  |
| --- | --- | --- |
| **Sr. #** | **Target Activities as per the approved plan of work** | **Accomplishments**  |
| 1. |  |  |
| 2. |  |  |
| 3 |  |  |
| 4 |  |  |

**11. Significant Findings:**

**12. Bottlenecks/Constraints:**

**13. Literature cited:**

**14. Brief report of activities during the period under report.** *A one-page brief is required that should be easy to understand the project activities and outcome for the understanding of general/non-technical readers (include 2 – 3 significant pictures; send soft copies of the pics along with a soft copy of the report)*

**Principal Investigator** **Head/Authorized Officer of**

 **Dept./Inst./Organization**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Seal and Signature) (Seal and Signature)

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| --- | --- |
|  | ENDOWMENT FUND SECRETARIAT UNIVERSITY OF AGRICULTURE, FAISALABAD, PAKISTAN**UAF-US COLLABORATION FOR STRENGTHENING OF AGRI. ACADEMIA** Phone: 041-9201125, 9200161-170, Ext. 3604Website: [www.efsuaf.org](http://www.efsuaf.org) Email: efs@uaf.edu.pk |

**SIX MONTHLY FINANCIAL REPORT**

(*1st/2nd/3rd* year)

 *Project Identification No.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|   |  |  | . |  |  |  |  |

***Reporting period***

|  |  |
| --- | --- |
| From | To |
| Day | Month | Year | Day | Month | Year |
|  |  |  |  |  |  |

**1. Project Title: \_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Under component (*TT/RD/PC*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Name of Principal Investigator: \_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone/Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_

 **3. Name of Co-Principal Investigator:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone/Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_

**4. Overseas cooperating Scientists/Organization:**

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Institution/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5. Project Duration** (*months)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6. Project Status** (*ongoing/completed*):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. Total Cost:** (*Rs. in million*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8. Funds Position:**

 i) Release received up to \_\_\_\_\_\_\_\_: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ii) Expenditure during reporting period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### iii) Balance available as on \_\_\_\_\_\_\_\_: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**9. Capital items Purchased During Reporting Period**

(*Rs. In thousands*)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S. #** | **Items/specification** | **Manufacturer**  | **Model**  | **Unit price**  | **Quantity** | **Total Price** |
|  |  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Principal Investigator****Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Seal & Signature)****Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Dean/Director/Head****Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Seal & Signature)****Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Note: This report is to be submitted (four copies) on the prescribed Proforma. The report should include the expenses for which actual payments have been made.**

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 **[** right-click, worksheet object, open to edit/fill in Excell and DELETE this instructional line after filling]

##### SIX MONTHLY FINANCIAL REPORT

#####  From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

##### Name of PI: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (In thousand Rs)

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|  |  |
| --- | --- |
| **PREPARED BY****PRINCIPAL INVESTIGATOR****(Seal & Signature)** | **VERIFIED BY****CHAIRMAN/DIRECTOR****(Seal & Signature)** |

### *Instruction:*

As per Notification vide No.4912-53, dated 29.01.2010 Mid Year (six-monthly) financial report need not be verified by the head of accounts. The PI will prepare expenditure statement and submit it to EFS to avoid delay in the release of 2nd Installment