

**DETAIL PROJECT REPORT AFTER THE COMPLETION OF THE PROJECT**

Prepare the complete project report mentioning all the details work done starting from the preparation of the project till the closure of the project. The report shall contain the following.

Name of Funding Agency
Scheme of Project Grant
Project Title
Original Sanction Order No. and Date
Investigators & Department
Project Objective
Project Proposal
Approval Letter and sanctioned Letter
Details of Receipt and Expenditure
Utilization Certificate
Audit
Acquired Assets
Out Come of the Project
Publication and Patent
Benefits to society/region/nation
Remarks by PMC
Any other information PI like to mention

Principal Investigator

Co-Investigator

Head of the Department

**(Note: A word template shall be prepared by the SRIC office and circulated.)*

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Remarks by the SRIC office:

Dealing Assistant

Associate to Dean (SRIC)