***MicroResearch Semi-Annual Project Update* Project Code:**

**Project Title:**

**Reported by: *Click here to enter text.***

1. **Research Ethics:** The Research Ethics Committee (REC) must approve all research involving humans. Please provide details on research ethics approval. When was the very first time you sent it to the research ethics committee?

|  |  |
| --- | --- |
| **REC Date:** | Click here to enter a date. |
| **REC Final Approval Date**: | Click here to enter a date. |

**2.   Progress:**

|  |  |
| --- | --- |
| **Data collection start date:** | Click here to enter a date. |
| **Data analysis start date:** | Click here to enter a date. |

***Comments on Progress:*** Click here to enter text.

1. **Project Completion:**

|  |  |
| --- | --- |
| **When did you start your report writing on project (date)?** | Click here to enter a date. |

Was it as a manuscript (paper)?   An Abstract?   A report to Government?

|  |
| --- |
| **\*\*\* Please attach Final Manuscript, Abstract or Government report in your email to MicroResearch** |

**4.      Financial Update:**

Please fill in the financial information management of the project.  List all expenditures since last report. Be sure to cc email to budget manager when you reply.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Budgeted**  **Amount** | **Amount**  **Spent** | **Remaining**  **Funds** |
| Personnel: |  |  |  |
| Services: |  |  |  |
| Reusable Items: |  |  |  |
| Non-Reusable: |  |  |  |
| Other Expenses: |  |  |  |

***Please explain any budget problems here:*** Click here to enter text.

**We look forward to receiving your update.**