# PROJECT DETAILS

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| --- | --- |
| **Project Number:** | **G**Click or tap here to enter IRMA ID. |
| **Chief Investigator:** | Click or tap here to enter text. |
| **Project Title:** | Click or tap here to enter text. |
| **Date of this report:** | Click or tap to enter a date. |

# PROJECT STATUS

|  |  |
| --- | --- |
|  | Complete – Final Report |
|  | Ongoing – Progress Report  Note: amendments, including requests for extension, will not be considered without submission of a Progress Report. |
| Please provide a project timeline, including anticipated completion date.  Click or tap here to enter text. |

# PROJECT SUMMARY

**Provide a short summary of the project and results of the project so far.**

Notes:

* If this a **Progress Report**, please also briefly indicate next steps.
* If this is a **Final Report**, please also provide details about project outcomes and how the aims of the project, as stated in your project application, were achieved or not achieved.

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| --- |
| Click or tap here to enter text. |

**Please list project expenses to date here. Add additional lines as required.**

| **Expense Item** | **$ Amount** |
| --- | --- |
| Click or tap here to enter text. | Click to enter amount. |
| Click or tap here to enter text. | Click to enter amount. |
| Click or tap here to enter text. | Click to enter amount. |
| Click or tap here to enter text. | Click to enter amount. |

# PROJECT DELAYS AND OTHER INTERRUPTIONS

**Please provide detail of any delays, unexpected events/circumstances, or other interruptions to this project which have impacted:**

* **the project timeline;**
* **your ability to spend allocated funds; and/or**
* **the items on which funds have been or will be spent.**

Note, you should be very clear about the event/circumstances and how this has caused delays, resulted in unspent funds, or otherwise impacted your project.

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| Click or tap here to enter text. |

# Other Notes/Comments

If you have any further comments or information about your project you wish to note, please do so here.

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| Click or tap here to enter text. |

# Submitting your Report

**Final reports** are due on 28th of February 2025.

**Progress reports** must be submitted with any amendment request.

This completed Progress/Final Report form should be submitted via email to [researcher.development@federation.edu.au](mailto:researcher.development@federation.edu.au).