

**Application No:**  
for office use RIC

**Form RIC 02FR**

## **South Eastern University of Sri Lanka**

### **Final Report University Research Grants**

**It is mandatory for Recipients of University Research Grants to submit the Final Report (FR) within three months after the submission of the last / final Progress Report (PR).**

1. Research Grant No.: .....
2. Title of Research Project:.....  
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3. Name of Grantee:.....
4. Grantee's Designation:.....
5. Grantee's Department:.....
6. Grantee's Faculty:.....
7. Names and Affiliations of Collaborators (in any):  
(1).....  
(2).....  
(3).....
8. Date of award of the Research Grant:.....
9. Amount awarded:.....
10. Duration of the grant: Years/ Months..... From: ..... To: .....
11. Number of Progress Reports submitted with dates: .....

12. List of Presentations & Publications arising from the project work:

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(Please attach copies of Publications /Abstracts of Presentations/draft-Manuscripts prepared for publication)

13. Provide a detailed report of the study (Please attach a separate annexure).

Detailed report should contain the following:

Title of the Project

Abstract /Summary (Not more than 100 words)

Introduction (Giving background information) Objectives

Materials & Methods

Results: Data collected (To be presented as text, tables & figures)

Data analysis

Discussion

Conclusions

Acknowledgments

References (Prepared according to Author / Year system)

14. Was the work planned completed? If not, what were the main constraints/ problems for not completing?

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15. Any deviations from the Project Proposal.....

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16. Financial Statement (Final)

No	Item	Amount Allocated	Amount Spent	Balance
1	Literature Survey			
2	Stationary			
3	Postage			
4	Equipment *			
5	Chemicals			
6	Consumables			
7	Travel			
8	Data processing			
9	Field assistance			
10	Laboratory Services & Sample analysis			
11	Publication / presentation			
12	Other (please specify)			
	Total			

\* List of the equipment purchased (Please attach a letter from the Head of the Department giving details of Inventory book records for each item)

I certify that the information given above is true and correct.

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Signature of Grantee

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Date

17. Certification by the Bursar:

I certify that the Financial statement given by the Grantee under Section16 is correct.

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Date

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Name and Signature of the Ast. Bursar

18. Observations of the Head of the Department:

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Date

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Name and Signature of the Head

19. Observations of the Research Management Committee:

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Give Names & Affiliations of three Referees recommended by the Research Management Committee for the approval of the Research and Publication Committee

(i) .....

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(ii).....

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(iii).....

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Date

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Name and Signature of Chairperson RMC

20. Observations of the Dean / Librarian:

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Date

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Name and Signature of Dean / Librarian

21. Observations of the Director, RIC:

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Date

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Signature of the Director, RIC

22. Recommendation of the Research and Publication Committee (Evaluation of the Final Report by two evaluators from the list of Evaluators recommended by the Research Management Committee)

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Date

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Signature of the AR / SAR, RPC