**FORMAT FOR INTERIM AND FINAL FINANCIAL REPORT**

The Financial position of grant No…………………………………………………….as at …………………….. awarded to Prof./Dr/Mr./Ms. …………………………………………..by the Research Council of the University of Sri Jayewardenepura is as follows.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | Funds received by the Univ./ Institution | Total expenditure  Rs. | Balance available  Rs. |
| **Personal** |  |  |  |
| Research Assistant |  |  |  |
| Technical Assistant |  |  |  |
| **Other** |  |  |  |
| Equipment 1 |  |  |  |
| Equipment 2 |  |  |  |
| (Items purchased should be stated) |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Consumables** |  |  |  |
| Lab services & samples analysis |  |  |  |
| **Postgraduate Registrations Fees** |  |  |  |
| **Statistical analysis** |  |  |  |
| **Calibration of Instruments** |  |  |  |
| **Travel & Subsistence** |  |  |  |
| **Miscellaneous** |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Unspent balance of the funds received** | | |
| Funds received | |  |
| Expenditure | Actual |  |
| Committed |  |
| Balance | |  |
| Cash Imprest / Cash advance | |  |
| Balance as at ……………………………… | |  |
| Bursar/ Accountant | |  |

Total

Date:

Signature and of the Bursar……………………………………