



**National Scientific Committee**

NSC Interim Report (IR) Form (IRF) No: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Project short title: \_\_\_\_\_

Project title in full:

**Project Team:** Please give each members title, full name place of work and their specific role within the project:

	Title & full Name	Institution (Hospital/Uni etc)	Role within Project
PI:			
2 <sup>nd</sup> Grant Holder			
3 <sup>rd</sup> Grant holder			
4 <sup>th</sup> Grant Holder			
5 <sup>th</sup> Grant Holder			

**INSPIRE PhD Scholarship:** Where applicable, please provide full name, degrees and any relevant details:

**Project research Location(s):**

**Dates & Funding:** as agreed by INSPIRE Trustees and recorded in signed Contracts:

Duration: _____ months	INSPIRE Grant: £ _____
Start/planned completion dates: from _____ to _____	Additional INSPIRE grants £ _____ (Date) _____
Funded*/unfunded* extensions: _____ months	Total £ _____
Amended completion date _____	
*Delete as necessary	

Project Abstract ( from Application form)

**Notes:** The Front Page should not exceed one side of A4. Broadly, it should remain constant throughout the life of each project. If there are changes since the last IR, (eg dates or extra funding,) please ensure they are highlighted.

**IRF pages 2 and 3:**

**Notes:**

1. The IR should be a succinct summary of the last SIX MONTHS research enabling the NSC to reflect on what was planned in Section 1 and what has been achieved in Section 2.
2. When completing your IR, please reflect on the five **Headings** below as guided by the notes in each section

**Section 1. Outlined planned research:**

- a. For this 6 month reporting period only
- b. Refer to your previous IR (as per Section 4 below) and your GANTT chart/Application

**Section 2. Progress achieved:**

- a. Detailed record to inform the NSC
- b. To illustrate achievements, please use diagrams/graphs where relevant.

**3. Outputs:**

- a. List of papers published, or conference presentations delivered in this period. The pdfs of any papers or presentations should be attached as an appendix to the report.
- b. List of any public engagement events linked to the project.

**4. Plans for the next 6 months:** In brief/bullet points

**5. Expenditure.**

Please give details of your INSPIRE grant and all invoices submitted, settled or outstanding e.g.

INSPIRE Grant. Date: 1.4.2019: £ 80,000. Additional grant, date 1.6.2019: £5,000	a. Total: £85,000
Invoices / Dates/Amounts eg 1.6.2019/£10,000, 1.9.2019/£9500 , 1.1.2020 £9000	b. Total £28,500
Balance due (a – b)	c. £56,500

**N.B. Delete these example figures when submitting your IR**