PROGRESS REPORT
ON BAJC FUNDED RESEARCH – 2018A
(Including external funds leveraged BAJC projects)

Purpose

The BAJC requires six-monthly reports from Project Leaders on active BAJC projects. This provides a record of research activity and provides information for the Technical Advisory Panel (TAP) to monitor progress.

Instructions

- A Progress Report for each active BAJC funded research project is required from the **Project Leader** (Primary CI).
- Although there is no limit to the amount of text that can be provided, BAJC generally seeks **1 to 2 paragraphs of information** where a textual response is required.
- The completed Progress Report should be saved as a PDF document. The file name for the progress report should conform to the following naming convention: **[ProjectID]_[CI Name]_2018A.pdf**
- Please amend the document footer to reflect the document name (template).
- The Project Leader is required to submit the Progress Report **in both Word and PDF Format** to BAJC via email admin@bajc.org.au.
- Any supporting documents should be submitted separately.

Progress report is required to be submitted to BAJC by Monday 9 July 2018

CONTACT & ENQUIRIES:

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Important Information

Information in the report is collected for reporting purpose. BAJC Funding is subject to satisfactory of half yearly reporting. BAJC may contact you if further clarification or information is needed to determine whether project progress is satisfied over the period covered in the report.

Under the project agreement, unsatisfactory of the project progress may result in delay of funding or termination of the project, until satisfactory progress is demonstrated.