

INTERIM REPORT

Note: it is mandatory to provide an interim progress report which will be evaluated and approved by EFSD before the next funding amount is released. Please submit this by PDF file attachment to the EFSD Office.

Your report should contain the following information:

- **Date**
- **Investigator**
- **Names of all those involved in the project (e.g. PhD students, post-docs)**
- **Programme Title and Year of Award**
- **Title of the Project**
- **Project Period**
- **Scientific Abstract of the Project**
Please reproduce the original abstract presented in the application
- **Scientific Report**
This should be no more than 2 pages long, excluding figures and references. The following details should be included:
 - a. Aims of the project
 - b. Activities in the previous project year and overall status
 - c. Results obtained
 - d. Publications/presentations to date
- **Budget for Reporting Period**
 - i. Total amount received for reporting period
 - ii. Total amount spent during reporting period, with breakdown by budget line vs. specific amounts awarded for salaries, supplies, travel, equipment, overheads
 - iii. Balance at time of report and expected balance at end of report budget year
- **Financial Report – detailed and transparent report (in Euro)**

EFSD

European Foundation for the Study of Diabetes

Example:

1. Personnel costs			
Name	Time Period	Function	Sum
1. N.N.			
2. N.N.			
3. N.N.			
4. Additional Personnel up to 5,000 Euro per project			
2. Material Costs			
1. Each individual purchase from 20,000 Euro – name and provide receipts			
2. Purchases between 5,000 Euro – 20,000 Euro – list individually			
3. Purchases up to 5,000 Euro			
3. Various Costs (up to 5,000 Euro)			
1. Other Costs			
2. Overhead costs (maximum 10% of Direct Costs)			