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| --- | --- |
| C:\Users\n205502\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Word\CSOlogo.gif  **FORM 3 (SEP2021)**  **Progress Report Form – Fellowship** |  |

A progress report is needed at six months, eighteen months and thirty months for all fellowships.

**1. Fellowship Details:**

|  |  |
| --- | --- |
| Fellowship Title: |  |
| CSO Reference: |  |
| Start Date: |  |
| Expected Finish Date: |  |

**Please complete below and give details of progress with the fellowship overleaf.**

**2. Training (enter yes or no):**

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting Milestones: | Choose an item. | Exceeding Milestones: | Choose an item. |
| Not Meeting Milestones: | Choose an item. | (If Yes,please detail below) | |
| Any problems? (please detail) | | | |

**3. Patient/Sample Recruitment (enter yes or no):**

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting Milestones: | Choose an item. | Exceeding Milestones: | Choose an item. |
| Not Meeting Milestones: | Choose an item. | (If Yes,please detail below) | |
| Any problems? (please detail) | | | |

**4. Are there any:**

* proposed changes in fellowship objectives/plan;
* problems/difficulties in meeting the fellowship aims;
* anything else which may affect the outcome of the fellowship.

|  |
| --- |
|  |

**5. Expenditure to date based on CSO provision (details should be provided by the Finance Department):**

Directly Incurred

|  |  |  |  |
| --- | --- | --- | --- |
| Salary | NI & Superann | Consumables | Sub-Total |
|  |  |  |  |

|  |  |
| --- | --- |
| Directly Allocated Costs |  |

|  |  |
| --- | --- |
| Indirect Costs |  |

|  |  |
| --- | --- |
| CSO Costs (80% of FECs, subject to CSO funding award limits) |  |

**6. Fellow:**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: | Click here to enter a date. |

**7. Progress Report:**

Please structure your report (no more than two pages) to specifically address both the training and project elements of the Fellowship as stated in the original application. If possible, use the project aims and objectives as subheadings.