|  |
| --- |
| **Final Report Form – MLTC Challenge Fund** |

|  |
| --- |
| **1. Grant title:**  |
|  |

|  |
| --- |
| **2. Contact details of principal grant holder** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** |  | **Full name** |  |
| **Job Title** |  |
| **Full work address** |  |
| **Contact tel.** |  |
| **Fax** |  |
| **Email:** |  |

|  |
| --- |
| **3. Start date** *(mm/yyyy)* |
|       |

|  |
| --- |
| **8. Award duration** *(months)* |
|       |

|  |
| --- |
| **9. End date** *(mm/yyyy)* |
|       |

|  |
| --- |
| **10. Please identify the administering organisation (tick one)**T**his is the organisation which administered the grant & to which the funds are paid** |
| a) King’s College London | [ ]  |
| b) Guy’s & St Thomas’ NHS Foundation Trust  | [ ]  |
| c) King’s College Hospital | [ ]  |
| e) South London and Maudsley NHS Trust | [ ]  |

|  |
| --- |
| **11. Research progress (2 sides max)****Describe the extent to which the objectives of the research have been achieved and relate the significance of the scientific advances/insights achieved to any recent work in the field. Has there been any significant change in the research or programme of work compared with the original proposal? Has the research proceed as expected and on time? Have there been any circumstances which aided or impeded the progress of the research? Explain the steps you took to overcome these problems.**  |
|       |

|  |
| --- |
| **12. Further research****Has the research led to other collaborations, applications or grants?** |
|       |

|  |
| --- |
| **13. Dissemination****List any publications in refereed journals (including papers in preparation), arising from the grant** |
|       |

|  |
| --- |
| **14. Exploitation of results****Has anything patentable/commercially exploitable arisen from the research? If yes, give details and describe what arrangements have been made or are planned for exploitation.**  |
|       |

|  |
| --- |
| **15. Lay summary (not more than 400 words)****Please give a simple synopsis of the research outcomes. It should be understandable to a general audience and not contain complex scientific terms unless fully explained.** |
|       |

|  |
| --- |
| **16. People****List the staff employed directly on the grant, giving the grade and period of working**  |
|       |

|  |
| --- |
| **17. Expenditure****Has expenditure so far exceeded or fallen short of the sum awarded under a particular heading? If yes, explain the unexpected patterns of expenditure. Did you need to vire any funds between budgets? If so, why?** |
|       |

|  |
| --- |
| **18. Signatures (All grant holders)** |
| Name | Signature | Date |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

**Please ensure that someone senior from your Finance Department completes the financial table below and signs it before submitting this document to MLTC Challenge Fund Manager.**

|  |
| --- |
| **Project Award Financial Report** |
|  |
| **Account Reference** |  |
| **Project Title** |  |
|  |  |  |  |  |  |
|  |  | **Year 1** | **Year 2** | **TOTAL** |
|  |  | **£** | **£** | **£** |
|  |  |  |  |  |
| **Equipment** | **Budget** |  **-**  |  **-**  |  **-**  |
| Equipment | Actual |  -  |  -  |  -  |
|  |  |  |  |  |
| **Consumables** | **Budget** |  **-**  |  **-**  |  **-**  |
| Consumables | Actual |  -  |  -  |  -  |
|  |  |  |  |  |
| **Salaries** | **Budget** |  **-**  |  **-**  |  **-**  |
| Salaries | Actual |  -  |  -  |  -  |
|  |  |  |  |  |
| **Other** | **Budget** |  **-**  |  **-**  |  **-**  |
| Other | Actual |  -  |  -  |  -  |
|  |  |  |  |  |
| **Total Budget** |  |  **-**  |  **-**  |  **-**  |
| Total Actual |   |  -  |  -  |  -  |
| (Overspend)/Underspend |  |  |  | - |
|  |  |  |  |  |  |
| Please attach any back up report from your finance system  |  |  |  |  |  |
|  |  |  |  |  |  |
| **I confirm that the above expenditure was incurred and the figures stated are accurate** **(this needs to be signed by a member of your finance department)** |  |  |  |  |  |
|  |
| Signed: |    |  |
| Name: |    |  |
| Position: |  |  |
| Date: |    |  |
|  |  |  |
|  |  |  |

Please return this form to khpresearchoffice@kcl.ac.uk