

**FORMAT FOR SUBMISSION OF ANNUAL PROGRESS REPORT UNDER
CLIMATE CHANGE PROGRAMME (CCP) OF DST**

1	Project Title	
2	DST's Reference No	
3	Project details	
	a. Names and contact details of PI/Co-PIs	
	b. Institution	
	c. Dates of superannuation of PI/Co-PIs	
	d. Date of starting, completion and total duration of the project	
	e. Total cost of the project	
	f. Total amount spent so far (in figure and also as % of total cost)	
4	Approved objectives/work plan of the programme/project	
5	Data, Equipments and Manpower	
	a. Data used	
	b. Equipments procured	
	c. Manpower deployed (against sanctioned manpower)	
6	Brief description of methodology/ techniques/approach adopted	
7	Summary of results and conclusion	
8	Quantitative Outcome in terms of (If required, please include this as an annexure).	
	a. Research papers published (Please provide a list along with their impact factors)	
	b. Reports/Monographs/Internal publications brought out (please give list)	
	c. New techniques/models developed, if any	
	d. Patents filed/awarded, if any.	
	e. Details of workshop/ conferences/ seminars/capacity building programmes organised (Please give complete list along with topics, dates, duration, number of participants, details of reports published, etc)	
	f. Number of personnel trained (Please provide a list of courses along with number of people trained)	
	g. Number of post-graduate/doctoral candidates completed their courses (Please give a list of such candidates)	
	h. Foreign deputation/visit of PI/Co-PIs/students, if any	
9	Progress made against the set targets/deliverables of the project (If required, please include this as an annexure). Were there any deliverables (as per approved work plan) which could not be achieved so far? If so details and justification thereon. Whether these will be	

	completed in the remaining period of project?
10	Whether the project could bring benefit to the society? If so provide details
11	Whether the programme could create linkages with policy makers such as government officials and policy institutions? If so please provide details
12	Whether any web site/portal has been set up under the project? If so please provide details
13	Please provide details of the strategic/new knowledge generated under the project.
14	<u>Applicable only to those projects which are nearing completion</u> Do you wish to continue your present project into the next phase? If so, how do you take this project forward? Please give complete justification.
15	Any other information you wish to add

Note:

1. *Kindly provide brief and to the point information and avoid giving unnecessary background, introduction, references, etc.*
2. *Please include tables and figures wherever necessary*
3. *The length of the report should not exceed 12 pages with 12 pt Ariel font and single space*