

National Mission on Himalayan Studies (NMHS)

NMHS Annual Progress Report – Pro forma

Kindly fill the NMHS Annual Progress Report segregated into the following 11 segments, as applicable to your project nature and outcomes.

1. Project Information
2. Project Site Details
3. Project Activities Chart w.r.t. Timeframe [Gantt or PERT]
4. Financial and Resource Information
5. Equipment and Asset Information
6. Expenditure Statement and Utilization Certificate (UC)
7. Project Beneficiary Groups
8. Project Progress Summary (as applicable to the project)
9. Project Linkages (with nearby Institutions/ State Agencies)
10. Additional (publication, recommendations, etc.)
11. Project Concluding Remark

Please let us know in case of any query at: nmhspmu2016@gmail.com

NMHS Progress Report

(Period from to)

1. Project Information

Project ID:		Sanction Date:	
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Project Title:	
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BTG:	
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PI and Affiliation (Institution):	
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Name & Address of the Co-PI, if any:	
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Structured Abstract - detailing the current year progress [Word Limit 250 words]:	
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Project Partner Name	Affiliations	Role & Responsibilities
Partner 1		
Partner 2		
Partner 3		
[Add]		

2. Project Site Details

Project Site	
IHR States Covered	
Long. & Lat.	
Site Maps	[Attach]
Site Photographs	[Attach]

3. Project Activities Chart w.r.t. Timeframe [Gantt or PERT]

PROJECT ACTIVITIES	WORK UNDERTAKEN				OUTPUT
	Year				
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
Project Activity 1					
Project Activity 2					
Project Activity 3					
Project Activity 4					
.....				

4. Financial and Resource Information

Note: A separate bank account is expected to be opened for NMHS Project as per the provision of Direct Beneficiary Account (DBA) as laid out by the Govt. of India and also facilitate the audit of accounts. The interest earned out of the NMHS project funds should be reported clearly in the utilization certificate.

Total Grant:		Grant Received Date:	
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Project Partner(s)	Affiliations/ Institution	Budget Allocated to	Work Done
Partner 1			
Partner 2			
Partner 3			
[Add]			

Project Staff Information:

S. No.	Name	Qualification	Designation	Fellowship/ Wages paid	Remarks
1.					
2.					
3.					
4.					

5. Equipment and Asset Information

S. No.	Equipment Name (Qty)	Details (Make/ Model)	Cost	Date of Installation	Photographs of Equipment	Lowest Quotation, IF NOT purchased
1.	Equipment 1				[Attach]	
2.	Equipment 2				[Attach]	
3.	Equipment 3				[Attach]	
[Add]	[Add]				[Attach]	

6. Expenditure Statement and Utilization Certificate

Please update the annual Expenditure Statement and Utilization Certificate (UC) periodically.

Expenditure Information:

S. No.	Financial Position/Budget Head	Funds Sanctioned	Expenditure	% of Total cost
I	Salaries/Manpower cost			
II	Travel			
III	Expendables & Consumables			
IV	Contingencies			
V	Activities & Other Project cost			
VI	Institutional Charges			
VII	Equipments			
	Total			
	Interest earned			
	Grand Total			

Period	Expenditure Statement	Utilization Certificate (UC)
Annual	[Attach]	[Attach]

7. Project Beneficiary Groups

Beneficiary Groups [Capacity Building]	Target	Achieved
No. of Beneficiaries with income generation:		
No. of stakeholders trained, particularly women:		
No. of capacity building Workshops/ trainings:		
No. of Awareness & outreach programmes:		
No. of Research/ Manpower developed:		

8. Project Progress Summary (as applicable to the project)

Description	Total (Numeric)	Description
<i>IHR States Covered</i>		•
<i>Project Site/ Field Stations Developed:</i> (attach photos) ... (attach maps)	•
<i>No. of Patents filed (Description):</i>		•
<i>Article/ Review/ Research Paper/ Publication:</i>		•
<i>New Methods/ Modellings Developed (description in 250 words):</i>		•
<i>No. of Trainings (No. of Beneficiaries):</i>		•
<i>Workshop:</i>		•
<i>Demonstration Models (Site):</i> (attach maps about location & photos)	•
<i>Livelihood Options:</i>		•
<i>Training Manuals:</i>		•
<i>Processing Units:</i> (attach photos)	•
<i>Species Collection:</i>		•
<i>Species identified:</i>		•
<i>Database/ Images/ GIS Maps:</i>		•

Note: Photos/ maps should be attached in high quality in compatible formats viz., JPEG, .JPG, .PNG, .SHP, etc. along with a suitable figure legend/ caption.

9. Project Linkages (with nearby Institutions/ State Agencies)

S. No.	Institute/ Organization	Type of Linkages	Brief Description

10. Additional (publication, recommendations, etc.)

Time Period	Publications (Research Papers, Information Material, Policy drafts, Patents, etc.)
Annual [Year]	[Attach]

11. Project Concluding Remark

Kindly update the following Progress Parameters for the Reporting Period:

Project Objectives	Project Output against each objective	Progress made against Monitoring Indicators (specified in Sanction Letter)	Remarks
1.			
2.			

Methodology (in brief):	
Major Research Achievements:	
Brief Conclusion - the current year progress – during the reporting period (point-wise):	<ul style="list-style-type: none"> • • •
Progress Achieved (%):	
Remaining work to be done:	

Submitted to:

Nodal Officer, NMHS-PMU
 National Mission on Himalayan Studies (NMHS)
 G.B. Pant National Institute of Himalayan Environment and Sustainable Development, Kosi-Katarmal,
 Almora 263643, Uttarakhand
 E-mail: nmhspmu2016@gmail.com

Submitted by:

Project PI (Signature):
 Institution (Seal):
 Dated (dd/mm/yy):

Please fill the NMHS Progress Report pro forma as applicable with respect to time and other requirements and return via post/ e-mail. In case of any query, please contact at: nmhspmu2016@gmail.com