

Trainee Award: Midpoint Progress Report

The Society of Family Planning Research Fund requires every grant recipient to submit a Midpoint Progress grant report.   
These reports are reviewed by SFP Research Fund staff and may be shared with the Board.

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| GRANT AGREEMENT NUMBER | START OF REPORTING PERIOD | END OF REPORTING PERIOD | REPORT SUBMITTAL DATE |
|  | | | |
| TITLE OF PROJECT | | | |
|  | | | |
| PRINCIPAL INVESTIGATOR (GRANT RECIPIENT) | | | |

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| SIGNATURE |

**PROGRESS REPORT NARRATIVE**

**Introduction** (Provide a brief one or two sentence introduction or summary of the report—e.g., “During the reporting period, project activities focused on…”)

**Summary of activities** (For each work item, describe the activities, problems, successes, and milestones, and indicate what percentage of the activity has been completed OR whether no work was performed OR whether the activity is fully completed.)

Activity 1:

Cumulative       % complete  No work performed this period  Complete

Activity 2:

Cumulative       % complete  No work performed this period  Complete

Activity 3:

Cumulative       % complete  No work performed this period  Complete

Activity 4:

Cumulative       % complete  No work performed this period  Complete

**What are some of the changes and/or challenges you have encountered?**

**Timeline update** (Please report on any changes from the original timeline submitted.)

**Are there other comments you would like to share with the SFP Research Fund?**

**Budget:** Please provide a separate financial report, using the same format in which you submitted your original budget, on the expenditure of funds thus far. Your institution’s financial officer should be able to provide this information.