REQUEST FOR ANNUAL INSTALMENT WITH UP-TO-DATE STATEMENT OF EXPENDITURE

1. SERB Sanction Order No and date : 

2. Name of the PI : 

3. Total Project Cost : 

4. Revised Project Cost (if applicable) : 

5. Date of Joining : 

6. Statement of Expenditure : 
   (Month wise expenditure incurred during current financial year) 

<table>
<thead>
<tr>
<th>Month &amp; year</th>
<th>Expenditure incurred/ committed</th>
</tr>
</thead>
<tbody>
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</table>

1. Grant received in each year: 
   a. 1st Year : 
   b. 2nd Year : 
   c. 3rd Year : 
   d. Interest, if any : 
   e. Total (a + b + c + d) :
# Statement of Expenditure
(to be submitted financial year wise i.e. DOS* to 31st March of that financial year say 20XX, 01-04-20XX till 31.03.20XX+1year and so on)

<table>
<thead>
<tr>
<th>Sr No</th>
<th>Sanctioned Heads</th>
<th>Total Funds Allocated (indicate sanctioned or revised) (III)</th>
<th>Expenditure Incurred 1st Year (DOS to 31st March next year) (II)</th>
<th>2nd Year (1st April to 31st March next year) (IV)</th>
<th>3rd Year &amp; so on till (V) (1st April to 31st March next year) (VI)</th>
<th>Total Expenditure as on (date) (VII = IV + V + VI)</th>
<th>Balance of Funds upto 31st March next year (VIII = III – VII)</th>
<th>Remarks (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Manpower costs</td>
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<td>2.</td>
<td>Research Grant</td>
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<td>3</td>
<td>Overhead expenses</td>
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<tr>
<td>4</td>
<td>Total</td>
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</table>

Name and Signature of Principal Investigator: Name and Signature of Mentor: Signature of Competent financial authority (with seal):

Date: Date: Date:

* DOS – Date of Start of project

Note:
1. Expenditure under the sanctioned heads, at any point of time, should not exceed funds allocated under that head, without prior approval of SERB i.e. Figures in Column (VIII) should not exceed corresponding figures in Column (III)
2. Utilization Certificate (Annexure III) for each financial year ending 31st March has to be enclosed along with request for carry-forward permission to the next financial year.