



THE SORGHUM TRUST

FINAL RESEARCH PROJECT REPORT

To be completed at the conclusion of each Sorghum Trust-funded project. The report should provide a concise but complete account of the work undertaken, results achieved, outputs delivered, expenditure incurred and benefit to the South African sorghum industry.

A. PROJECT DETAILS

Project Reference Number:	
Title of Research Project:	
Applicant / Institution:	
Lead Researcher / Project Leader:	
E-mail Address:	
Telephone Number:	
Project Start Date:	
Project Completion Date:	
Total Project Duration:	
Total Project Cost:	
Total Funding Approved by the Sorghum Trust:	
Other / Co-funding:	

B. PROJECT SUMMARY AND ACHIEVEMENT

1. Executive summary

Provide an overview of the completed project, its purpose, principal activities, main findings and significance. Maximum 250 words.

2. Trust objective and industry relevance

Identify the Sorghum Trust objective(s) under which the project was funded and explain how the completed project contributed to those objectives and to the South African sorghum industry.

3. Achievement of objectives and aims

Report against each objective and aim approved for the project. Indicate whether it was fully achieved, partially achieved or not achieved, and explain any variance.

4. Final report on deliverables and milestones

Report against all approved deliverables and milestones for the full project term. Include the final status, means of verification and reasons for any non-achievement.

[illegible]

C. RESULTS, FINDINGS AND IMPACT

5. Final results and findings

Provide a concise but sufficiently detailed account of the principal results and findings. Include tables, figures and supporting data where appropriate.

[illegible]

6. Conclusions

Set out the principal conclusions arising from the research and their significance.

7. Benefit and impact for the sorghum industry

Describe the actual or expected benefit of the project to the relevant sectors and stakeholders in the South African sorghum industry, including practical, economic, technical or strategic impact where applicable.

8. Recommendations and further work

Identify recommendations arising from the project, including any further research, implementation, commercialisation, technology transfer or industry action considered necessary.

9. Project outputs

Output category	Details / full reference	Status / date
Scientific papers		
Technical reports		
Articles / industry publications		
Conference contributions		
Technology transfer / extension activities		
Procedures / methods / databases / tools		
Other outputs		

Report on students, bursaries, postgraduate qualifications, internships, training and other capacity development arising from the project. Include numbers, level of study, institution and outcomes where relevant.

[illegible]

11. Knowledge and technology transfer

Describe how project findings, technologies, methods or recommendations have been or will be communicated, transferred or made accessible to industry stakeholders.

E. PROJECT MANAGEMENT AND LESSONS

12. Material changes to the approved project

Describe material changes made during the project to scope, methodology, personnel, timing, locations, deliverables or budget, together with the reasons and impact on outcomes.

13. Challenges, risks and management factors

Identify significant challenges, risks, personnel or management factors that affected the project and explain how they were addressed.

14. Lessons learned

Record the principal technical, operational or management lessons arising from the project that may assist future Sorghum Trust-funded work.

F. FINAL FINANCIAL REPORT

15. Final expenditure against approved funding

Provide a final reconciliation of approved funding and actual expenditure over the full project term. Explain material variances.

Budget item	Approved amount	Actual expenditure	Variance	Explanation

16. Unspent or surplus Sorghum Trust funding

State the amount of any unspent or surplus Sorghum Trust funding remaining at project completion and explain the reason. Indicate the proposed treatment of the funds, subject to the Trust's approval and funding conditions.

17. Capital assets acquired with Trust funding

List material equipment or capital assets acquired wholly or partly with Sorghum Trust funding and indicate their current location, custodian and intended continued use.

18. Other funding and contributions

Provide a final account of co-funding and other contributions received for the project.

G. FINAL COMMENTS**19. Final comments to the Sorghum Trust**

Provide any additional comments or matters that should be brought to the attention of the Sorghum Trust in closing the project.

H. DECLARATION AND SIGNATURES

The undersigned confirms that this report fairly and accurately reflects the work undertaken, results achieved, outputs delivered and expenditure incurred in respect of the project, and that all material information relevant to the Sorghum Trust's consideration and closure of the project has been disclosed. The undersigned further authorises the Sorghum Trust to make this final report available to, and distribute it to, persons or entities requesting access to the report.

Name of Project Leader / Applicant:	
Signature:	
Place and Date:	
Name and Position of Authorised Institutional Representative:	
Signature:	
Place and Date:	

I. SUPPORTING DOCUMENTS

Attach, where applicable:

- Final technical or scientific report and supporting data;
- Publications, technical reports and other project outputs;
- Final financial statement / expenditure reconciliation;
- Evidence supporting key deliverables and milestones;
- Details of students and capacity-development outcomes;
- Details of capital assets acquired with Trust funding; and
- Any other material necessary to demonstrate completion and outcomes.