



RESEARCH FOR HEALTH IN HUMANITARIAN CRISIS

Interim Report Template

GENERAL GUIDELINES

Please complete all sections but avoid duplication by referring instead to material presented elsewhere in the report. Please note that, due to the diverse nature of R2HC funded studies, some of the questions might not be relevant for your project. If you believe this is the case, briefly explain why in the space provided below for each of the questions concerned. Our aim is to enable R2HC grantees to report on their activities in a logical and proportionate manner. To that end, we have specified a tightly defined structure with space limits for some of the sections. There is, however, a dedicated final section to provide any further information or additional comments.

Please note that although the lead partner will submit this report, we encourage all other partners in the research team to participate in its preparation.

If you require further clarification to complete any of the sections in this form, or regarding our reporting processes and procedures, please contact the R2HC team for advice and guidance.

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RESEARCH STUDY BASIC INFORMATION

Research study title:

Research study reference #:

Main applicant organisation:

Contact person:

Principal Investigator/s:

Other study Partners:

Study location/s:

Start date: End date: Report submission date:

PROGRESS/ PERFORMANCE REVIEW

This table summarises your assessment of the extent to which the study is on track, with reference to aspects stated in your original proposal. These ratings will autofill from the following sections of this report.

#	Study component	Rating (autofill)	R2HC comments (internal use only)
1	Research objectives		
2	Operations		
3	Research uptake and impact		
4	Ethics including community engagement		
5	Partnership		
6	Budget and financial management		



1 RESEARCH OBJECTIVES

1.1 Please list all of the research objectives outlined in your original proposal, and provide an overview of the progress you have made against each. If you are unable to deliver against an objective as intended, please explain the reason and briefly discuss the implications of this on your overall research study.

1.2 Please describe any adaptations/variations to your planned methodology, taking into account the feedback from the Funding Committee review of your application, and work conducted since the submission.

1.3 In view of the above, please indicate what statement describes best your progress against original expectations:

1.4 Optionally, please let us know if there are any challenges or barriers related to the research objectives that R2HC may be able to support or advise on. We are happy to offer 1:1 support or advice.



2 OPERATIONS

2.1 WORKPLAN

Please complete the table below, using the work plan set out in the proposal submitted to R2HC, and indicating where the 'milestones' in the workplan have been achieved or where there have been changes. You may use the table below or a similar one. The aim is to capture all changes, describe why they were necessary, and explain what potential (or current) impacts will be (or are).

Key milestone (as stated in the original proposal)	Completion date (as stated in the proposal)	Status: Achieved, In progress, Postponed, Cancelled, Altered, etc.	Date achieved (or expected)	Explanation of any change from the original proposal	Likely impact of any change on outcomes (positive or negative)

2.2 RISK MANAGEMENT

Please describe any significant challenges the project is experiencing and how these are being addressed. Please include reference to any specific incidents that have occurred during the study and how these were responded to (see Appendix 9 – Incident Prevention and Management Policy – of the Elrha grant agreement for a definition and instructions on how incidents should be reported to Elrha).

The [Risk Register](#), included as an Annex in the Grant Agreement, should be completed at the outset of the study, and updated and submitted with some interim reports. Please refer to sections 4 and 8c in your original application in which you outlined security measures and significant operational challenges.

2.3 OUTPUTS

Please provide details of peer-reviewed publications, 'grey literature', policy briefs, manuals, research data sets, or any other outputs produced from the research, and indicate whether these are all open access. If you have plans to produce any future outputs related to this research, list them below and indicate 'Planned' in the 'Date Published' column. If more space is required, please add additional rows.

Type of Output (Peer-reviewed article, Dataset, etc.)	Output title	Brief Description	Authors and affiliation	Date Published	Publisher (Journal, Book, Website, etc.)	DOI / Hyperlink to the output	Open Access (Y/N)

2.4 In view of the above, please indicate what statement describes best your progress against original expectations:

2.5 Optionally, please indicate whether is there any challenge or barrier related to this section that the R2HC may be able to support or advise on.



3 RESEARCH UPTAKE & IMPACT

3.1 Have you developed a Stakeholder Engagement Strategy (SES) for your research study? Yes No

3.2 Are stakeholder engagement and communications for the study on track (as outlined in the original proposal or SES?) Yes No

3.3 Please expand/provide comments

3.4 Please update us on the stakeholder engagement activity your study team has delivered since the last report, with reference to the key stakeholders outlined in your original proposal or SES as target audiences/research users.

Stakeholder name/group	How have you engaged them in the study (activities/products)?	Results/outcomes of engagement (<i>have they become more engaged in the study? Changed their behaviour or approach?</i>)





3.5 Please comment on up to three important changes in the external context that may affect your ability to influence target stakeholders and outline how study plans and/or SES may need to adapt.

Consider changes affecting: relationships between key stakeholders, the underlying political/social/economic structures in which your study is situated, and in the organisations you're trying to influence, their people, culture, processes and resources. An example of an important change might be a new political appointment or a budget cut at an organisation you hope to influence.

External change	Impacts on our study and/or SES

3.6 In view of the above, please indicate what statement describes best your progress against original expectations:

3.7 Optionally, please let us know if there are any challenges or barriers in research uptake or impact that R2HC may be able to support or advise on. We are happy to offer 1:1 support or advice.





4 ETHICS

4.1 Please describe the status of ethical approval for your research project. To what authorities have requests for ethical approval been submitted, and what is the status of each of those requests? Relate your answer back to your original application.

4.2 Have you used the R2HC Research Ethics Tool at any stage of the research process? Yes No

4.3 Please describe how ethical issues were addressed since the last report.

4.4 In view of the above, please indicate what statement describes best your progress against original expectations:

4.5 Optionally, please let us know if there are any challenges or barriers ethics-related that R2HC may be able to support or advise on. We are happy to offer 1:1 support or advice.





5 YOUR RESEARCH PARTNERSHIP

5.1 Have there been any changes to the partnership in this reporting period – for example, changes to the terms of existing partnerships or a partner added or removed? (The partnership refers to the core delivery partners accountable for study deliverables).

Yes

No

5.2 Please provide details of any changes in the partnership, including how any new partners can contribute to overall results. Please also mention approaches you intend to take to manage changes so that the study deliverables and outcomes are not affected, particularly if a partner has left the study team.

5.3 In view of the above, please indicate what statement describes best your progress against original expectations:

5.4 Optionally, please let us know if there are any challenges or barriers to effective partnership working that R2HC may be able to support or advise on. We are happy to offer 1:1 support or advice.





6 FINANCIAL MANAGEMENT

6.1 Please provide a narrative summary of the current expenses of the project, and explain any significant variances compared to the original budget.

6.2 Please comment on your forecasted expenditure for the rest of the grant period and if you are on track to spend funds in line with the split of funds in the original/amended budget.

6.3 In view of the above, please indicate what statement describes best your progress against original expectations:

6.4 Optionally, please let us know if there are any challenges or barriers to effective financial management that R2HC may be able to support or advise on. We are happy to offer 1:1 support or advice.





7. ADDITIONAL UPDATES / COMMENTS

Please provide any other updates that may be of interest, including unforeseen achievements or opportunities that have arisen during the research and any additional comments not covered in previous sections.

If needed, use this section to expand on previous sections with limited space for responses (clearly stating the section and question you are referring to):

Thank you for completing this report. Your answers will help the R2HC to monitor and track the impact of our programme, enabling us to learn and improve as well as to continue championing the power of humanitarian research and innovation globally.

The R2HC team will get in touch if any information included in this report requires further clarification. In turn, please do contact us anytime if you wish to provide any update or supplementary information.

