**QUARTERLY PROJECT STATUS REPORT**

**PROJECT SUMMARY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| REPORT DATE | PROJECT  NAME | PROJECT  COORDINATORS | CHILDREN ENROLLED | TEACHERS EMPLOYED | SUPPORT STAFF EMPLOYED |
| 30/1/2023 | IMESA Saharanpur |  |  |  |  |

**STATUS SUMMARY**

Please provide short summary of project and key achievements

**BUDGET SUMMARY**

Please provide summary of all the expenses from the last quarter:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CATEGORY | SPENT | DATE | STATUS | NOTES |
| On-going | Teachers’ salary | Monthly | Paid | Paid as per agreement with IMESA |
| On-going | Support staff salary | Monthly | Paid | Paid as per agreement with IMESA |
| On-going | facility rent | Monthly | Paid | Paid as per agreement with IMESA |

**RISK AND ISSUES SUMMARY**

Please highlight any key risk and issues:

|  |  |  |  |
| --- | --- | --- | --- |
| RISK / ISSUES | RAISED BY | STATUS | NOTES |
|  | Project coordinators | Raised in the quarterly executive meeting held on 30.1.2023 |  |
|  |  |  |  |

**CONCLUSION / RECOMMENDATIONS**