## **A white sign with black text Description automatically generatedA red sign with white text Description automatically generated**

## **Cardiff University and the University of Waikato**

## **Collaborative Seed Fund – Project report form**

## This report should be completed collaboratively by the project lead from Cardiff University (CU) and the project lead from the University of Waikato (UoW). Please send queries and completed reports to [global@waikato.ac.nz](mailto:global@waikato.ac.nz) and [MorganA11@cardiff.ac.uk](mailto:MorganA11@cardiff.ac.uk)

Completed reports are due within 2 months of the project completion date.

## **Research / Teaching and Learning / Professional services** (please circle or highlight)

|  |  |
| --- | --- |
| **Cardiff lead (name and email)** |  |
| **Waikato lead (name and email):** |  |
| **Project name:** |  |
| **Date completed:** |  |
| **Details of any variations:** |  |
| **Budget variations:**   * Overspend: * Underspend:   Plans for any underspend: (must be relevant to project goals or will be recouped by the International Office) |  |
| **Detail any additional external collaborators /partners:** |  |

**Plain language outcome summary - 100 words**

|  |
| --- |
|  |

**Please list the proposed aims/objectives of your project and comment on the extent to which they were achieved.**

|  |
| --- |
|  |

**Please list any project outputs (For example, seminar, external grant applications, new policy etc..)**

|  |
| --- |
|  |

**Please comment on the likelihood of further collaboration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Extremely likely** | **Likely** | **Neutral** | **Unlikely** | **Extremely unlikely** |
|  |  |  |  |  |

Additional comments:

|  |
| --- |
|  |

**Please comment on the collaboration fund process to enable us to make improvements in future funding calls.**

|  |
| --- |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Cardiff Lead signature** |  | **Date** |  |
| **Waikato Lead signature** |  | **Date** |  |

***International office use only:***

**12 month follow up questions**

**Date:**

**Have you had further conversations/contact with each other?**

**Any additional outputs or activity?**

**Please detail:**

**Any other comments:**