

**Production Grant (Documentation): Self-Evaluation Report**

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| **Date of Submission of Self-Evaluation Report** | |  |
| **Name of Organisation**  **(if applicable)** | |  |
| **Name of Principal Investigator** | |  |
| **Project Title** | |  |
| **Project Dates** | **Start** |  |
| **End** |  |

When your project is complete, we would like you to share your evaluation and reflections on your project with us. You may wish the use the following questions as a guide. Please attach other reports and publications, if applicable.

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| **Reflections**   * How well have you achieved the research objectives that were set out in your proposal? * What feedback did you receive from stakeholders regarding your research? * What were the challenges you face din the course of the research project and how did you overcome them? * What other new areas of research could be explored arising from your findings? |
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| **Feedback on the Grant**   * Are there any areas in which NAC could have better supported your project? |
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Please email this **Self-Evaluation Report** and **Financial Report** (i.e. the budget form submitted as part of the grant application, with actual income and expenditure reflected) to your account manager indicated in the Letter of Offer. For grants of $20,000 and above, you will also need to submit Statement of Accounts certified by an accountant registered with the Institute of Singapore Chartered Accountants (ISCA) or equivalent international body.

***For grants applied through the OurSG Grants Portal***

Please log onto the OurSG Grants Portal (OSG) to submit your **Self-Evaluation Report** and **Financial Report** (i.e. the budget form submitted as part of the grant application, with actual income and expenditure reflected). To help you navigate the portal, you may refer to the user guide uploaded at <https://www.nac.gov.sg/support/funding-and-schemes/production-grant/overview>

***For grants applied through the Creation grant Mailbox***

Please **email** your **Self-Evaluation Report** and **Financial Report** (i.e. the budget form submitted as part of the grant application, with actual income and expenditure reflected) to the Manager in charge of your application (please refer to your Letter of Award) or to [nac\_production\_grant@nac.gov.sg](http://intranet.nacintra.gov.sg/sites/SDT/Shared%20Documents/Common/Grants/Production%20Grant/FY2021/2.%20Forms%20and%20SOP/nac_production_grant@nac.gov.sg) and **indicate “EVAL: Your Project Name”** in your email subject title.