

NTT Stream 2: Research Report Submission Requirements

When submitting your research report via the [IAF Client Portal](#), please remember to include the following in your report:

1. Cover Page / Title Page
 - Project title
 - Principal researchers and affiliations
2. Abstract
 - Concise summary (max 1 page) of objectives, methods, key findings, and implications
3. Introduction & Objectives
 - Background and rationale for the study
 - Research questions or hypotheses
 - Specific objectives aligned with NTT funding goals
4. Methodology
 - Study design, materials, and methods
 - Data collection and analysis techniques
 - Ethical considerations (if applicable)
5. Results
 - Data presented in clear tables, figures, and/or charts
 - Key findings aligned with research objectives
6. Discussion
 - Interpretation of results
 - Comparison with existing literature
 - Limitations of the study
7. Conclusion & Recommendations
 - Summary of outcomes and significance
 - Practical applications or industry relevance
 - Recommendations for future research or next steps

8. Knowledge Transfer / Dissemination
 - How findings were or will be shared (e.g., workshops, publications, stakeholder reports)
9. Budget & Financial Report
 - Final budget vs. original approved budget
 - Justification of expenditures
 - Explanation of variances (if any)
10. Appendices
 - Supplementary data or materials
11. References
 - Full citations for all literature and resources used
12. Acknowledgements
13. Compliance Statement
 - Confirmation that the project adhered to funding agreement terms
 - Ethical approval confirmation (if required)