

RESEARCH MANAGEMENT CENTRE

Our ref : MMU/RMC/MEMO/GRANT/2020/6

MEMO

To : All Project Leaders of TMR&D Funded Projects
Multimedia University

From : Director,
Research Management Centre
Multimedia University

Date : **22 July 2020**

Re : Financial Monitoring of all TMR&D Funded Projects

Dear Prof. / Dr. / Sir / Madam,

To ensure better planning and forecasting of overall budgeting for TMR&D grant, with immediate effect, we will enforce the following :

- 1) **Buying of equipment (asset)** are not allowed in the last six (6) months of the original project duration.
- 2) **Budget virement from vot 01** are not allowed in the last six (6) months of the original project duration.
- 3) Maximum **financial progress variance** of 10% at all times.
- 4) Minimum **achievement of financial progress** of 90% four (4) months before the original project end date.
- 5) RMC will conduct **budget review** for projects which fail to achieve the financial targets as in No. 3 & 4.

Yours sincerely,


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