

SUST Research Centre  
Shahjalal University of Science and Technology, Sylhet.  
Statement of Research Grant Expenditure-2020-2021  
(Financial Expenditure Sheet)

Sl. No.	Expenditure Heads	Amount (in Taka)
01	Honorarium of PI & CI (15% for PI and 10% for CI) Not more than 25% of the total budget)	
	i) Total Amount =	
	ii) Total Tax=	
	iii) Revenue Stamp	
02	Allowance for Research Student (Tk.400 per day per Student but not more than 30% of the total budget)	
	i) Name of Student	
	ii) Bill Submit to Standard Format with Revenue Stamp	
03	Methods to Purchase of Laboratory essentials (equipment's, chemicals etc.)	
	i) Number of DPM	
	ii) Number of RFQ	
	iii) Total VAT	Yes No
	iv) Store Entry	Yes No
04	Field-work & Data collection Expense	
	i) Trip for PI & CI Tk. 1500/- (Per day including all) with Revenue Stamp Days/No.	
	ii) Trip for RA Tk. 600/- (Per day including all) with Revenue Stamp Days/No.	
05	Travel Expense (as per Govt. Rule)	
	i) by Train	
	ii) By Road	
	iii) By Air (documents need)	
06	Stationeries (Not more than 10% of the total budget)	
	i) Including VAT (7.5%) with Revenue Stamp	
07	Printing (VAT 10%) & Binding (VAT 15%)	
08	Miscellaneous in details (Not more than 10% of the total budget)	
	i) including VAT	
09	Total actual expenditure	
10	Total sundry amount (if any)	
	<b>Total Expenditure</b>	

\*Revenue Stamp needs in every vouchers

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