# PRINCIPAL INVESTIGATOR REPORT

# DISRUPTIVE TECHNOLOGIES INNOVATION FUND

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| INTERIM REPORT |
| PROJECT CODE  |  |
| PROJECT TITLE  |  |
| PROJECT DATES | START DATE | FINISH DATE  |

## PAYMENT WILL BE MADE ONLY WHEN THE PRINCIPAL INVESTIGATOR REPORT IS RECEIVED AND ACCEPTED BY ENTERPRISE IRELAND. REPORTS SHOULD BE SUBMITTED BY E-MAIL TO INSTITUTES.CONTRACTS@ENTERPRISE-IRELAND.COM.

## SECTION 1 ADMINISTRATIVE DETAILS

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| PRINCIPAL INVESTIGATOR  |
| TITLE AND NAME: |  |
| ORGANISATION: |  |
| ADDRESS: |  |
| TEL. NO. |  |
| E-MAIL: |  |

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| 1.2. INDUSTRIAL RESEARCH CONDUCTED UNDER THIS PROJECT IN THIS REPORTING PERIOD (CIRCA 2-5 PAGES) |
| PROVIDE AN OVERVIEW OF THE WORK PERFORMED TO ACHIEVE THE TECHNICAL OBJECTIVES FOR THE PROJECT/PROJECT STAGE. UPDATE ON PROGRESS AGAINST PLAN REFERENCING WORK PACKAGES. |

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| 1.3. STAFF SUMMARY |
| MANDATORY: LIST THE NAMES OF ALL PROJECT TEAM MEMBERS CONTRIBUTING TO THIS PROJECT DURING THIS REPORTING PERIOD. |
| TEAM MEMBER NAME | ROLE | RELEVANT WP | % TIME |
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| 1.4. FINANCE UPDATE  |
| PROVIDE AN UPDATE OF INCURRED EXPENDITURE ACROSS THE BUDGET CATEGORIES DURING THIS REPORTING PERIOD  |
|  | PLANNED | ACTUAL  | \*DEVIATION (IF APPLICABLE) |
| SALARY | € | € | € |
| TRAVEL | € | € | € |
| MATERIALS  | € | € | € |
| CONSULTANCY | € | € | € |
| CERTIFICATION | € | € | € |
| PATENTS | € | € | € |
| CAPITAL | € | € | € |
| TOTAL | € | € | € |

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| **\*1.5 PLEASE COMMENT SPECIFICALLY ON THE DEVIATION** |
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**SECTION 2: PROJECT REVIEW**

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| **2.1. PROGESS UPDATE** (copy the template below to include additional work packages)  |
| **WP-1 TITLE** |  |
| **START DATE** |  | **FINISH DATE** |  |
| **DESCRIPTION** |  |
| **WP-1 DELIVERABLES** |
| **DELIVERABLE NO:** | **DELIVERABLE TITLE** | **DATE DUE****(FROM ANNEX 2)** | **DATE SUBMITTED TO EI** |
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| **DESCRIBE THE PROGRESS OF THE WORK PACKAGE INCLUDING:*** **CURRENT STATUS**
* **OUTLOOK FOR THE REMAINING PERIOD**
* **IS WORK SCHEDULE IN ACCORDANCE WITH THE STATED DELIVERABLES**
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| **WP-2 TITLE** |  |
| **START DATE** |  | **FINISH DATE** |  |
| **DESCRIPTION** |  |
| **WP-2 DELIVERABLES** |
| **DELIVERABLE NO:** | **DELIVERABLE TITLE** | **DATE DUE** **(FROM ANNEX 2)** | **DATE SUBMITTED TO EI** |
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| **DESCRIBE THE PROGRESS OF THE WORK PACKAGE INCLUDING:*** **CURRENT STATUS**
* **OUTLOOK FOR THE REMAINING PERIOD**
* **IS WORK SCHEDULE IN ACCORDANCE WITH THE STATED DELIVERABLES**

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| **WP-3 TITLE** |  |
| **START DATE** |  | **FINISH DATE** |  |
| **DESCRIPTION** |  |
| **WP-3 DELIVERABLES** |
| **DELIVERABLE NO:** | **DELIVERABLE TITLE** | **DATE DUE****(FROM ANNEX 2)** | **DATE SUBMITTED TO EI** |
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| **DESCRIBE THE PROGRESS OF THE WORK PACKAGE INCLUDING:*** **CURRENT STATUS**
* **OUTLOOK FOR THE REMAINING PERIOD**
* **IS WORK SCHEDULE IN ACCORDANCE WITH THE STATED DELIVERABLES**
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| 2.2. OUTLINE PROPOSED MAJOR CHANGES TO PROJECT/NEXT PROJECT STAGE WORKPLAN  |
| NOTE: MAJOR CHANGES TO THE WORKPLAN MUST BE DISCUSSED WITH THE ENTERPRISE IRELAND PROJECT CONTACT WHO WILL ADVISE IF THE CHANGES CAN BE APPROVED BY ENTERPRISE IRELAND THROUGH SUBMISSION OF A PROJECT ALTERATION FORM (PAF).FOR EACH PROPOSED PROJECT WORKPLAN CHANGE:LIST THE PROJECT STAGE NUMBER, WORKPACKAGE NUMBER, KEY DELIVERABLES FOR WHICH CHANGES ARE PROPOSED:OUTLINE THE CHANGES PROPOSED:PROVIDE AN EXPLANATION FOR THE PROPOSED CHANGES: |

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| 2.3. SUMMARISE THE CURRENT PROPOSED IP ASSETS BEING DEVELOPED IN THIS PROJECT  |
| COMMENT ON INVENTION DISCLOSURES AND INTELLECTUAL PROPERTY ASSETS.  |

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| 2.5. GANTT CHART CLEARLY OUTLINING CHANGES FROM PLAN  |