

**REISS Feasibility Grant Progress Report**

**Submit with Claim (one claim only permitted)**

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| **Name of Grantee Company:** |  |
| **Project Number:** |  |
| **Contact Name for Queries:** |  |
| **Phone Number:** |  |
| **Email Address:** |  |
| **Start Date of Study** |  |
| **Completion Date of Study** |  |
| **Name of Enterprise Ireland Development Adviser:** |  |

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| **Objectives, Activities and Outcomes** **(add more lines as necessary)****Section 1. List the objectives of the project for which you were approved a REISS Feasibility Grant (in bullet point format) as detailed on the submitted application form****Section 2. Outline the activities/tasks undertaken for which you are claiming*** **Consultancy Fees:** List the name and responsibility of any consultant/consultancy firm used to assist with the project. If a report was completed by the consultant, please attach a copy with your claim.
* **Travel & Subsistence:** List the activities undertaken involving travel/accommodation e.g. attendance at conferences etc. Refer to category B in your Letter of Offer.

**Section 3. Project Outcome - Opportunities identified and next steps*** What was the outcome of your REISS Feasibility Grant Project? Please list.
* What follow up actions are you going to engage in? Include “to do” list of additional tasks and timeframe for completion.
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