

Final Report - Standard Grant



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|--|--|
| Principal Applicant: <Insert Name> | Project Reference Number: <Insert Number> |
| Telephone Number: <Insert Number> Mobile Number: <Insert Number> | E-mail: <Insert Address> |
| Name of Project: <Insert Name> | |
| Name of Team Members: <Please insert names, positions and departments (if different from Principal Academic) for each team member> | |
| Project Start Date: / / Project End Date: / / | Institution: <Insert Name> |
| Project Status: Please provide an overview of the project: i.e. milestones achieved, outcomes etc (approximately 300 words) | |
| Are there any issues/concerns that have been preventing the project from proceeding as planned? If so, how can these be overcome? | |
| Next Steps for Project: What are the next steps for commercialisation? What is the expected route to market? Please describe any other commercial objectives. Has a company been formed yet and has any commercial service been delivered (200 words) | |
| Signed: Principal Applicant | Date: / / |

Project Activities: Which activities were undertaken? Please select from the boxes in the table below, by deleting or adding as appropriate. What were the deliverable/s for each activity? Describe deliverables in one sentence, emphasising which commercial or technical concepts have been proved. For each activity, please indicate how it was resourced (i.e. who did the work).

| Activity | Deliverable | Resourcing |
|---------------------------------|---|----------------------------------|
| Market Analysis | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| IP Protection | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| Concept / Prototype Development | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| Partner Establishment | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| Business Case Development | <Insert description of deliverable in one sentence> | <Insert description of resource> |

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|--|---|----------------------------------|
| Project Mentoring and Management | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| Other <Insert Name> | <Insert description of deliverable in one sentence> | <Insert description of resource> |
| Concept / Prototype Development: If concept / prototype development activities were undertaken, please provide further details. | | |

| Project Costs | | | | | | | | |
|---|-------------------|-------------------|----------------------------|----------------------------------|----------------|------------------|-------|--------|
| The table below is to be completed below outlining activities and costs. | | | | | | | | |
| Larger activities should be broken down into smaller, sub-activities. Details of costs are to be entered into the table into the appropriate place along with the numerical values. Please add further notes below the table as necessary, and add more rows (or delete them) as necessary. | | | | | | | | |
| Activity Type | Start / End Dates | Brief Description | Cost Types and Description | | | | | Totals |
| | | | Staff Salary | Over-heads | Sub-contractor | Non-Staff Direct | Other | |
| Market Analysis | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| IP Protection | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| Concept / Prototype Development | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| Partner Establishment | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| Business Case Development | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| Project Mentoring and Management | Start - End - | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Cash Funding sought from Emerald | | | 0 | | 0 | 0 | 0 | 0 |
| Financial Contribution from University | | | 0 (XXX – detail attached) | 0 (fEC as above/detail attached) | | | | 0 |
| Totals | | | 0 | 0 | 0 | 0 | 0 | 0 |