



**FORM 1**  
**Reporting (24 month)**  
**for cost neutral prolonguation**  
**Interim Report**  
**for RPCs or/and Add-on Projects to RPCs**  
Document is relevant for month 0- end of the month 24  
Document-Version 29 June 2007

**Period** -  
*(from month 0 - end of month 24)*

**Programme Action Line 1:**  
**RTD PROJECT CLUSTER (RPC)**

**RPC ACRONYM:**

**RPC TITLE:**

**RPC NUMBER:**

AND/OR

**RP ACRONYM:**

**RP TITLE:**

**RP NUMBER:**

Place, date:

**This report is conducted by the consortium of the RPC:  
Coordinator:**

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Answer the following questions (chapter 1 – 4) for each Part (A and all RTD Projects BI and BII). Choose the relevant heading and follow the suggested numbering including the acronym ahead of the numbers. The acronym could be part of the numbering and in this way easily be included in the content table. Chapter 5 gives an cost overview on the whole RPC or on a single RP as required for instance in case of an add-on project.

Please save each RP and the RPC report also as separate file (doc and pdf Format have to be added to the CD – ROM).

Select the relevant heading!

**PART A:** (acronym and title)

**PART B I:** (acronym and title)

**PART B II:** (acronym and title)

## Acronym A, BI, BII 1. Abstract / Time Plan / Milestones

(To provide comprehensive preliminary information to those reviewers not having been involved in the first phase of the project clusters please add – by copy/paste – the abstract, the time plan and the milestones of the project/s of phase 1. (max. 2 Pages)

## Acronym A, BI, BII 2. Interim Report Summary

Summary of work done in the last 24 month.

(max. 0,5 Pages)

## Acronym A, BI, BII 3. Interim Report (from month 0 - 24)

The interim report has ex post focus and reports the most important developments and achievements in the last 24 months of the project, including quantitative data (performance indicators).

### 3.1 Workplan and Time schedule

(max. 1 Page)

- o Which work/workpackages has/have been done until now?
  
- o Does the progress of the project correspond with the time schedule?
  - o yes
  - o to some extent
  - o no

**Your Comments:**

**3.2 General Success**

(max. 1 Page).

**Results and Discussion**

- o What are the results until now?
  
- o Where the initial expectations of the project met? Specific highlights/ deficiencies?

**Cooperations within the cluster (added value to the NANO Initiative)**

- o Do the co-operations within the Cluster contribute significantly to the project's success? Specific highlights/ deficiencies?

(max. 10 lines)

- o Are the co-operations with the industry partner satisfying enough and did they contribute significantly to the project's success?

(max. 10 lines)

**Information on safety and risk**

- o Are the results of the recommended safety and risk screening comprehensive for the future strategic orientation. Have the results of the safety and risk screening been taken into account for the future R&D strategy? Describe the results of the implementation of the safety and risk recommendations.

(max. 10 lines)

**Acronym A, BI, BII 4. Completing the Project (Year 2+)**

Describe the future activities, which are planned within the cluster and within each RP for the cost neutral prolongation phase.

**4.1 Work Plan**

(max. 0,5 Page).

- o Are there any changes in the future work plan for the remaining months expected? Which ones? Will the time plan be observed for the scheduled funding periode?

## 4.2 Expected Project Costs

(max 0,5 pages)

- o Are there any remarkable shiftings expected inbetween cost categories (Personal costs, Appliances, Other costs...)?

<input type="checkbox"/>	no
<input type="checkbox"/>	yes

If yes, which ones?

- o Your estimation about the costs in the remaining cost neutral funding periode?

<input type="checkbox"/>	Will be observed
<input type="checkbox"/>	Will be overspent
<input type="checkbox"/>	Will not totally be spent

Your comments:

## 5 Costs

Chapter 5 gives an overview on the overall costs of the Cluster or a single RP (as for instance in case of an add on project).

### 5.1 Reporting periode

from            until

### 5.2 Costs overview

Select the relevant table A, BI or BII and fill in for all projects separatly. Add as many B I and B II tables you need. All costs in EURO.

**Part A**            (insert Acronym):

Cost categories	Accepted total costs (contract)	Costs incurred in the relevant reporting periode
Personal costs		
Material costs		
Travel costs		
Other costs		

Work contracts		
<b>Total</b>		

**Your Comments:**

**BI-Project** (insert Acronym):

Cost categories	Accepted total costs (contract)	Costs incurred in the relevant reporting period
Personal costs		
Appliance/Investment costs		
Material costs		
Travel costs		
Other costs		
Work contracts		
<b>Total</b>		

**Your Comments:**

**BII-Project** (insert Acronym):

Cost categories	Accepted total costs (contract)	Costs incurred in the relevant reporting period
Personal costs		
Appliance/Investment costs		
Material costs		
Travel costs		
Other costs		
Work contracts		
<b>Total</b>		

**Your Comments:**

**Relevant for Part A, BI, and BII-Project** (insert Acronym):

Cost categories	Estimated costs for the last cost neutral funding period
Personal costs	
Appliance/Investment costs	
Material costs	
Travel costs	
Other costs	

Work contracts	
<b>Total</b>	

**Your Comments:**

### 5.3 Interim Accounting

The costs incurred have to be described corresponding to the cost plan in the contract and have to be added to the 24 month report. An aggregated cost overview from your accounting system fulfills the criteria of the interim accounting as well.

Attention: The disbursement of the accepted funding (contract) based on the informations provided in this report does not mean any kind of cost acceptance. The final approval of costs is made by the revision department at the end of the funding periode (after the accepted prolongation phase).

**Your comments and description:**

The output in this report is accepted by the Partners of the RPC / or the RP in case of a single add-on project, and signed by all of them (next page) including the RPC Coordinator.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the RPC-Coordinator  
and of the RP Coordinator in case of an add-on project

## ANNEX

*This is a declaration of all partners in the RPC or of a single RP (add-on project) who are authorised to sign that they confirm that all information provided in the progress report itself is accurate and complete with respect to their part of the project.*

*This memorandum has to be signed by all partners authorised to sign and has to be enclosed to this progress report.*

# Confirmation

## Interim Report for Prolongation

### RTD Project Cluster (RPC) or add-on Project in the framework of the Austrian NANO Initiative

**RPC Title:**

The undersigned declare that they have taken note of the "Guidelines for the intern report", and with their signature confirm that all information provided in the interim report itself is accurate and complete with respect to their part of the project.

The undersigned authorise the RPC coordinator, who is elected on the basis of the modalities laid down in the RPC rules, or the identified spokesperson, or her/his deputy respectively, to sign the progress report, to represent the RPC and to provide the interim report to the authorized funding organisation.  
In case of an add on project only the RPC coordinator and the RP Partners have to undersign the report.

**Names and signatures of all project partner organisations under contract:**

Project Part*)	Name of the Partner Organisation	Signature of the Authorised Signatory (e.g. CEO, head of department, Rector, head of the research institution)

\*) Project number and acronym