

CHIST-ERA Project Periodic Report

[Project Acronym]

[Project Title]

Periodic report n°

[Date]

This document must be filled in by the project coordinator with the help of the project partners and must be uploaded online in the dedicated web portal at the end of each period (typically every year after project start). The Joint Secretariat ensures distribution to the concerned research funding organisations. The project coordinator is responsible for sending a copy of the report to the project partners.

The information provided should cover the whole duration since project start (information from a previous period should be kept in for the next period if still relevant; the report for the final period thus also constitutes the project final report covering the whole project duration).

You are also encouraged to take advantage of this reporting to update your project factsheet on the CHIST-ERA website as well as associate to your project the scientific publication in open access:
<https://www.chistera.eu/toolbox>

1. Progress Report

1.1. Project objectives and activities implemented

(Indicative length: 2 pages per period)

Describe the work performed during each period and assess it with respect to the initial work plan. Clearly indicate who performed each part of the work and which parts are done in cooperation, describing the nature of the cooperation. Mention any difficulty encountered and the solutions implemented.

If applicable, indicate the work planned during the rest of the project, relating it to the initial work plan and the work already performed. Mention any open issue (e.g.: technical deadlock, service provider default, failure to meet deadlines, budget control), the solutions envisaged, and any foreseen need for a contractual project content revision or schedule extension.

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1.2. Transnational collaboration

Describe the added value and synergies in the collaboration, any obstacles to the transnational collaboration, and the proposed solution (if necessary).

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1.3. Significant events and results

(Indicative length: 2-4 pages)

Describe the main achievements of the project. For example:

- *New ideas, new knowledge, new interpretative models of complex phenomena;*
- *Realization of new scientific instrumentation and/or advanced devices;*
- *Implementation of new advanced scientific methodologies;*
- *Realization of prototypes;*
- *Proposal of new technologies;*
- *Contribution to innovation in the production of goods and services;*
- *Development of innovative software;*
- *Economic impact and results exploitation.*

For each achievement, provide a description with factual and, if relevant, quantitative information.

For significant results you would like to publicise using the communication channels of CHIST-ERA, please feel free to forward the information to CHIST-ERA Joint Secretariat using the Toolbox dedicated to the funded projects: <https://www.chistera.eu/toolbox>

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Describe the global positioning of the project (from 'idea to application', or from 'lab to market'). Refer to Technology Readiness Levels (see definition [here](#)) at the beginning and at the end of the project.

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Provide the cumulative list of consortium meetings from project start.

[illegible]

1.6. Deliverables

Provide the cumulative list of deliverables from project start.

Deliverables					
N°	Title	Nature	Delivery date (month)		Partner in charge
			Contractual	Actual	

1.7. Free comments

Compliance with project objectives, interaction between the partners, issues, questions to CHIST-ERA...

To request a project modification, please use the dedicated form on the Toolbox:
<https://www.chistera.eu/toolbox>

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2. Dissemination of results, exploitation, impact

2.1. *Scientific publications (conferences/workshops, book chapters, etc.)*

Indicate the publications resulting from the project. Mention only those that result directly from the project (after it started, and which mention the support of CHIST-ERA and the project reference). Indicate whether they correspond to single or multi-partner communications (multi-partner means involving several project partners). Indicate if they are available in Open Access and linked to the respective underlying data. Provide the corresponding Digital Object Identifiers (DOI).

Distinguish the different categories of publications (journals/conference proceedings, technical reports, etc.). Use the usual citation standards for the field reference. If the publication is accessible on line, indicate the URL.

Please harmonise the bibliography and use only one font.

Scientific publications						
Reference (list of authors, journal/conference proceedings/other, pages, year of publication, ...)	Multi-project partners of same country (Yes/No)	Multi project- partners of different countries (Yes/No)	Open Access (Yes/No)	DOI (mandatory)	URL	DOI(s) of underlying data (mandatory)

URL of Data Management Plan (optional):

2.2 Exploitation plan

Outline an exploitation plan of your most significant exploitable results including:

- *Who will exploit the result output (project participant/if someone else then who and how will they be informed);*
- *Use type (commercial/other use);*
- *Intellectual property rights arrangements if relevant;*
- *Target end user;*
- *Roadmap and goals during and after the project's lifetime (plan of actions to be taken to achieve exploitation);*
- *Timeframe.*

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2.3 Exploitation overview (software, products, spin-offs, etc.)

Use the table below to outline your current progress in the exploitation plan (see previous section): achievements so far and next steps. Fill in the goals foreseen in your plan for every year of your project and 3 subsequent years after the end of your project (column 1) and actual exploited results up to date (column 2).

Period	Planned goals	Actual exploited results
Year 1		
Year 2		
Year 3 (if applicable)		
Project end + 1 year		n/a
Project end + 2 year		n/a
Project end + 3 year		n/a

Describe project spin-off effects, for example:

- Software and any other prototype;
- Standardization actions;
- National and international patents, licences, and other elements of intellectual property;
- Launching of product or service, new project, contract, etc.;
- Development of a new partnership;
- Creation of a platform available to a community;
- Company creation, spin-off companies, fund-raising.

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2.4 Other dissemination of results

Mention any communication actions, including the project website creation and management and the target audience.

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3. Resources and Funding

3.1. Project level (from project start)

Budget used				
N°	Partner	Person.months	Total costs	Percentage of requested budget
1				
2				
3				
4				
5				
6				

Comments on expenses

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