

Project Progress Report

This report must accompany all invoice submissions and should be e-mailed to the Sciencewise-ERC project contact. The information contained therein will be treated as confidential within the Sciencewise-ERC team and BIS.

Project Information (fill in once for each new project)

Project title	
Lead project contact name & tel.	
Project start date	
Project end date	
ERC grant value	£
Project summary & background to the issue(s) [copy from initial report – write once and do not alter]	
Public Dialogue approach used and how it fits in with the Sciencewise-ERC guidelines [copy from initial report – write once and do not alter]	

Progress report

Reporting Period:	
Project milestones - overview and what has been achieved this period [what you did – dates, numbers of attendees etc.]	
Implications of the achievements this period [discussion and your opinion on what happened – surprises, things that went well/not so well]	
Challenges [issues you see as challenges and may want help with from the Sciencewise-ERC team]	
Next steps [what you will be doing over the next reporting period and in the future – with dates and locations where possible]	

Media and promotional opportunities

[e.g. planned events, quotes from participants, project materials – we are looking for ways to maximise the project exposure and to link in with Sciencewise-ERC media and PR activities where possible]

Other Information/comments**Report Compiled by****Date****Financial information**

ERC grant value [write once do not alter]	£
Total spent to date	£
Total invoiced to date	£
Total invoiced this period	£
Proposed invoicing for the next period [amount if known and date]	
Proportion of way through the project [as a percentage]	%
Actual/potential variations from agreed invoicing profile	