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| **Mid-term Report on Progress of the Scientific Quality Evaluation Project Implementation** *To be drawn up in English only* |

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| **Project name:** | * *Provide the name of the project pursuant to the concluded agreement/contract on project implementation* | |
| **Project type** | * *Provide whether the project is related to economic activity or not pursuant to the concluded agreement/contract on project implementation* | |
| **Selection number and name of the specific objective/measure:** | **Measure 1.1.1.1 “Industry-Driven Research”** of specific objective 1.1.1 “To increase the research and innovation capacity of scientific institutions of Latvia and their ability to attract external funding by investing in human resources and infrastructure” | |
| **Recipient of funding:** | * *Provide business name of the project applicant not using abbreviations* | |
| **Registration number/tax-payer’s registration number and legal address:** | * *Provide**registration number/tax-payer’s registration number of the recipient of funding* | |
| **Type of funding recipient** | * *Provide the respective type of project applicant pursuant to the concluded agreement/contract on project implementation* | |
| **Classification of the funding recipient pursuant to the statistical classification of economic activities NACE:** | **NACE code** | **Name of economic activity** |
| * *Provide NACE Rev.2 code (four digit code) of the project applicant* | * *Provide precise name of the project applicant’s economic activity pursuant to the submitted NACE Rev.2 code and pursuant to the concluded agreement/contract on project implementation* |
| **Project classification pursuant to the statistical classification of economic activities NACE:** | * *Provide NACE Rev.2 class (four digit code) of the project* | * *Provide name of the economic activity pursuant to NACE Rev.2 code that complies with the branch of national economy that will benefit from the results achieved during project implementation* |
| **No. of the Contract/Agreement:** |  | |

* *For information: Required number of characters in sections of the report has not been defined; however, the overall amount cannot exceed 20 pages.*
* **The report includes information about progress of project implementation, incl. achievement of the aim and planned results, as well as progress of project activity implementation at the mid-term (and not on the day of expiry of the report submission term).**
* **Should it not be possible to provide and describe progress of the project activity implementation, results of project activities or other information about the achievements in project implementation pursuant to the provisions of the project application, the report shall provide an explanation and specific work plan, incl. time schedule, for achievement of the project aim, results and monitoring indicators.**
* **Information about progress of project implementation shall be based on scientific results of the project, for example, publications that are attached as results of the report.**

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| **1. PROJECT PROGRESS REPORT** |

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| * 1. **Project summary: description of attainment of project objective, results attained during implementation of the main tasks of the project and their sustainability** |
| *Recipient of funding provides a short but comprehensive and structured summary of the project implementation progress that gives an insight into achievements of the project.*  *In this section of the report the recipient of funding provides concise information about the period until mid-term in the following subsections:*  **The aim of the project and planned results**  *Describes aim of the project and the planned results pursuant to provisions of the project application;*  **Implementation progress**  *The recipient of funding describes project implementation progress;*  **Further activities**  *The recipient of funding describes further activities for achievement of the aims and results, and information on the identified risks of achievement of the project results and monitoring indicators and measures for prevention of such risks.*  **The project target group**  *The recipient of funding describes the project target group and impact of the results on assurance of necessities of the target group;*  **Scientific staff**  *The recipient of funding describes concise characteristics of the scientific staff involved in the project implementation.*  **Cooperation,** *if applicable*  *The recipient of funding describes distribution of cooperation partners’ liabilities and responsibilities*  **Funding spent in the mid-term**  *The recipient of funding indicates amount of public funding used for achievement of mid-term results*  *All the above-mentioned information shall be coordinated with the data provided in further sections of the report and based on* ***substantive acknowledgements of achievements*** *arising from information provided in the project payment requests and other project implementation documents.* |

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| **1.2. Project activities and results achievable/achieved:** | | | | | |
| **No.** | **Project activity\*** | **Description of the project activity implementation progress** | **Result** | **Numeric expression of result\*\*** | |
| **Number** | **Unit of measurement** |
| 1. | *Provide all project activities pursuant to the valid agreement/contract on project implementation* | *Provide implementation progress pursuant to the valid agreement/contract, including the time-span, when the activity was carried out, and describe how the approved amendments affect change of the project activities, if applicable. In addition, provide the activities to be accomplished until completion of the project activities, stating when it is planned to complete particular activity.* | *Provide the planned and achieved scientific result. If the result is achieved, reference to the annex certifying result of the activity should be made.* | *Provide the planned and achieved result of the project. For example, if it is planned to draw up five scientific articles within framework of the project and at the moment two articles have been drawn up and submitted, in this section 2/5 scientific articles shall be stated* | *Provide the unit of measurement* |
| 1.1. |  |  |  |  |  |
| 1.2. |  |  |  |  |  |
| 2. |  |  |  |  |  |

\* Pursuant to Section 1.5 of the project application

\*\* The information shall be coordinated with the values provided in Section 1.3 “The achieved project monitoring indicators…”

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| **1.3. Project monitoring indicators in accordance with provisions of the laws and regulations on implementation of the respective specific support objective or measure of the European Union funding:** |

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| **Output indicators** | | | | | |
| **No.** | **Indicator** | **Achieved value** | | **Planned final value** | **Unit of measurement** |
| **year** | **intermediate value** |  |  |
| 1. | Number of new researchers in the supported units (full time equivalent) |  |  |  | Full time equivalent |
| 2. | Number of scientific articles for drawing up and publishing of which the support was granted: |  |  |  | Number of scientific articles |
| 2.1. | original scientific articles published in journals or conference articles the quoting index of which amounts to at least 50 per cent of the average quoting index in the area |  |  |  | Number of scientific articles |
| 2.2. | original scientific articles published in in magazines or conference articles included in *Web of Science* database or SCOPUS (A or B) database |  |  |  | Number of scientific articles |
| 3. | Number of new marketable products or technologies the development of which was supported within framework of the project[[1]](#footnote-1) |  |  |  | Number of products and technologies |
| 4. | Prototype of a new product or technology, including methods |  |  |  | Number of prototypes |
| 5. | New therapy and diagnostics methods (incl. non-marketable methods) |  |  |  | Number of methods |
| 6. | Intellectual property licence or transfer agreements |  |  |  | Number of agreements |
| 7. | Private investments that supplement the state support for innovations or research and development projects |  |  |  | EUR |
| 8. | Number of merchants cooperating with the research institution |  |  |  | Merchants |
| 9. | Other project results (including data) that comply with the research specificity |  |  |  | Amount |
| 10. | Rights to technologies – patents |  |  |  | Number of patents |
| 11. | Rights to technologies – other intangible assets |  |  |  | Number of intangible assets |
| 12. | Number of young scientists (full time equivalent) who have improved their competence within the project implementation, including career development and staff renewal processes[[2]](#footnote-2) |  |  |  | Full time equivalent |

*This section provides the actually achieved project monitoring indicators until the scientific quality mid-term evaluation stipulated in the agreement/contract pursuant to Sections 7 and 24 of the Cabinet of Ministers Regulation No.34, as well as indicators defined in the valid agreement/contract.*

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| **2. SCIENTIFIC QUALITY (innovation level of results, compliance with the aim and content of the project)** |

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| **2.1. Project implementation progress and advance towards the aim of the project** |
| *In this section of the report the recipient of funding provides concise information for the period up to the mid-term in the following subsections:*  **Self - assessment of implementation progress**  *The recipient of funding describes progress of the project implementation, including division by research categories. Lists the achieved monitoring indicators, results and completed knowledge and technology transfer activities. Concise description of activities that are planned to be carried out for achievement of the project aims and planned results.*  **The main project amendments,** *if applicable*  *The recipient of funding describes the main project amendments up to the mid-term. Also indicates the expected changes in the implementation of the project, if applicable.*  **Identified risks,** *if applicable*  *The recipient of funding describes the identified risks of achievement of the project results and monitoring indicators and measures for prevention of such risks.*  *The included information shall be coordinated with the information provided in Section “Project activities and results achievable/achieved”.* |

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| **2.2. Scientific value of project results, innovation level and compliance for ensuring the needs of the specific sector of national economy** |
| *This section describes the achieved Scientific value of project results, innovation level and compliance for ensuring the needs of the specific sector of national economy or society in compliance with analogue products, processes and services available on the market and the best practice level on the day of submission of the research report.*  *The included information shall be coordinated with the information provided in Section “Project activities and results achievable/achieved”.* |

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| **3. QUALITY AND EFFICIENCY OF IMPLEMENTATION** |

**3.1. Summary of the project budget on the day of submission of the report**

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| **Code** | **Cost item\*** | **Type of costs** | **Costs** | | **TOTAL** | | **incl.**  **VAT** |
| **eligible** | **ineligible** |
| EUR | % |
| **1.** | **Project costs pursuant to the unified cost rate**  *Indirect costs (for a project not related with economic activity) equal to 25% of the direct eligible costs* | **indirect** | 0.00 | 0.00 | 0.00 |  | 0.00 |
| **3.** | **Project implementation personnel costs** | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
| 3.1. | Project implementation personnel remuneration costs | direct | 0.00 | 0.00 | 0.00 |  | 0.00 |
| 3.2. | Other project implementation personnel costs (business trips) | direct | 0.00 | 0.00 | 0.00 |  | 0.00 |
| **6.** | **Material, facility and equipment costs** | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
| **8.** | **Patents, licences, etc.** | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
| **10.** | **Costs of informative and publicity activities** (for a project not related with economic activity) | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
| **12.** | **Investments in kind** (for a project not related with economic activity) | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
| **13.** | **Other project implementation costs** | **direct** | **0.00** | **0.00** | **0.00** |  | **0.00** |
|  | **TOTAL** |  | **0.00** | **0.00** | **0.00** |  | **0.00** |

*Pursuant to Attachment No.2 “Project application “[….]” form and its attachments (Project Timeline, Funding Plan, Summary of the Project Budget)” of the valid agreement/contract provide the actual use of project funding on the day of submission of the report.*

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| **3.2. Proportion of scientific personnel involved in the project from the total number of scientific employees in terms of full time equivalent (FTE) during the project implementation** | | | | | | | | | |
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| **No.** | **Scientific employees** | | | | | | ***FTEIv\**** | | **Proportion %** |
| [1] | | | | | | [2] | | [3]=[2A]/[2B]% |
| A | Scientific personnel: Scientific Supervisor, leading researchers, researchers, scientific assistants (incl. students and scientific guest personnel) | | | | | |  | |  |
| B | Total number of scientific employees | | | |  |  | | | 100 |
| ***GP* project implementation period (years)** | | | | | | | | |  |

*Provide achievements of the project on the day of submission of the report pursuant to the information given in Section 6 of the project payment request and Attachment 7 of the project application “Load of the scientific employees involved in the project in terms of full time equivalent (FTE) during the project implementation”.*

**List of submitted documents**



*Consecutively provide all documents certifying the progress and achieved results of the project that are submitted as attachments to the present report and confirm authenticity of the included information.*

1. Number of new marketable products or technologies – number of prototypes developed within framework of the project that within the project life cycle are planned to be implemented into manufacturing or provided as services [↑](#footnote-ref-1)
2. Output indicator refers to the projects implemented within the third and further stages of project application selection*.* [↑](#footnote-ref-2)