

## *Project Progress Summary (Kenny)*

<b>Title of the project</b>		
<b>Acronym of the project</b>		
<b>Type of contract</b>		<b>Total project cost</b> (in euro) €
<b>Contract number</b>	<b>Duration</b> (in months) Months	<b>EU contribution</b> (in euro) €
<b>Commencement date</b>		<b>Period covered by the progress report</b> (e.g. 1 February 2000 – 31 January 2001)
<b>PROJECT COORDINATOR</b>		
<b>Name</b>	<b>Title</b>	<b>Address</b>
<b>Telephone</b>	<b>Telefax</b>	<b>E-mail address</b>
<b>Key words</b> (5 maximum - Please include specific keywords that best describe the project).  , , , ,		
<b>World wide web address</b> (the project's www address )  		
<b>List of participants</b> Provide all partners' details including their legal status in the contract i.e., contractor, assistant contractor (to which contractor?).		

**Section 2: Project Progress Report**

**NOT CONFIDENTIAL**

*(2 pages maximum.. Use short sentences. Be factual. Avoid technical terms as much as possible )*

**Objectives:**

**Results and Milestones:**

**Benefits and Beneficiaries:**

**Future Actions (if applicable):**

## ***Confidential Progress Report (Kenny, Martin, Dror)***

<b>Title of the project</b>		
<b>Acronym of the project</b>		
<b>Type of contract</b>		<b>Total project cost</b> (in euro) €
<b>Contract number</b>	<b>Duration</b> (in months) Months	<b>EU contribution</b> (in euro) €
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<b>Key words</b> (5 maximum - Please include specific keywords that best describe the project.)  , , , ,		
<b>World wide web address</b> (the project's www address )		
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<b>List of participants</b> Provide all partners' details including their legal status in the contract i.e.,contractor, assistant contractor (to which contractor?).		

PLEASE BUILD UPON THE EXISTING TECHNICAL ANNEX TEXT

Second page: Table of contents (main headings, page numbers) (Kenny)

Third page and on

**1. OBJECTIVES AND EXPECTED ACHIEVEMENTS (Kenny, Martin, Dror)**

Use the existing text of the technical annex, i.e., list the project's overall and specific objectives.

**2. PROJECT WORKPLAN (Kenny, Martin, Dror)**

**2.1 Introduction**

As in the technical annex

**2.2 Project structure, planning and timetable**

**2.2.1 Progress during the first reporting period**

Please provide an extensive overview of the project's progress during the reporting period. Describe and consolidate in reasonable detail all activities carried out towards the objectives of the project including all deliverables and milestones achieved so far. Difficulties in carrying out specific tasks in workpackages (or sub-workpackages) or deviations from the technical annex should be clearly indicated together with the reasons for such developments and suggestions for actions to remedy. As in the technical annex, this section should include updated versions of the lists of workpackages, milestones and deliverables clearly indicating those already completed, still in progress, delayed or not yet started.

**2.2.1.1 Discussion-Conclusion**

Elaborate on the work carried out during the reporting period and on its scientific significance. Where appropriate, translate the scientific/technical conclusions into socio-economic terms.

**2.2.1.2 Future action**

A look ahead to the next reporting period. An assessment of the actions envisaged in the workplan and of their feasibility in light of already acquired experience.

**2.2.1.3 Action requested from the Commission**

If the Commission's action is deemed necessary, please provide all relevant information and describe the nature of the requested action.

**2.2.2 Progress during the second reporting period**

**2.2.2.1 Discussion-Conclusion**

**2.2.2.2 Future action**

**2.2.2.3 Action requested from the Commission**

**2.2.3 Progress during the second reporting period**

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**2.3 Description of the workpackages (All WP Leaders to prepare this for their workpackage)**

WP 01: Review of current knowledge base	Martin
WP 02: Mariculture impact modelling	Kenny, Chris
WP 03: Mesocosm studies	Yannis, Liz
WP 04: Field studies	Dror
WP 05: Legal analysis and regulations	Helen
WP 06: Cost/benefit economics	David

As in the technical annex. Highlight changes.

**Workpackage number:**

**Phase:**

**Start date:**

**Completion date:**

**Current status:**

**Partners responsible:**

**Person months per partner and total:**

**Already devoted person months per partner and total:**

Objectives

*As in the technical annex*

*Methodology and study materials*

*As in the technical annex*

Progress during the first reporting period

*Describe the work carried out vis-à-vis the “methodology and study materials”*

Deliverables

*As in the technical annex, check the ones already delivered and those that are delayed.*

Milestones

*As in the technical annex, check the ones already achieved and those that are delayed*

**3. ROLE OF PARTICIPANTS (All Partners to prepare this for their organisation)  
Participant number, names and address of the participating organisation**

*As in the technical annex. Indicate changes*

**Scientific team**

*As in the technical annex. Indicate changes*

**Contractual links to other participants**

*As in the technical annex*

**Objectives**

*As in the technical annex.*

**Workplan**

*As in the technical annex*

**Deliverables**

*As in the technical annex. Check those already delivered.*

**Research activities during the first reporting period**

*Describe in detail all specific research or demonstration work and tasks which were carried out according to the workplan. This description should be sufficiently detailed in order to allow a reasonable appreciation of your workload and the person months already devoted to the project. Supporting documentation such as summary data descriptions, methodological or technical protocols, statistical analyses must be annexed to the progress report.*

**Significant difficulties or delays experienced during the first reporting period**

*Indicate any significant bottlenecks, delays or difficulties, which have affected your contribution against the workplan. Report on remedial actions taken or to be taken.*

**Sub-contracted work during the first reporting period**

Identify the sub-contractor. Report on the actual sub-contracted work for the reporting period and, where appropriate, present interim or final results and conclusions.

**Research activities during the second reporting period**

**Significant difficulties or delays experienced during the second reporting period**

**Sub-contracted work during the second reporting period**

#### **4. PROJECT MANAGEMENT AND COORDINATION (Kenny, Martin and Dror)**

First reporting period

Please provide with an up-to-date workplan of the specific co-ordination actions undertaken during the course of the project. Report on plenary project meetings that have taken place during the reporting period. List all meetings scheduled to take place during the next reporting period indicating time and venue. Plenary project co-ordination meetings should be scheduled regularly (typically twice a year) during the project's life. All meetings, workshops, conferences etc. scheduled to take place during the course of the project must be mentioned in this section. If the project is part of a cluster, all additional co-ordination and management efforts contributing to the cluster's objectives must be reported.

#### **5. EXPLOITATION AND DISSEMINATION ACTIVITIES (All partners complete this section)**

- Provide with a complete account of scientific publications and patent filings resulted directly from the project.
- Indicate recent updates in the project's www page (what's new).
- Provide with updated presentation material including good quality illustrations (preferably in digital format) introducing a non-specialist audience to the project's objectives and results.
- Where appropriate a text that could draw the attention of industry on possible exploitation of results.
- Report on actions taken towards the effective communication of project results to the targeted audience (workshops, seminars, industrial platforms etc.)

#### **6. ETHICAL ASPECTS AND SAFETY PROVISIONS (All partners)**

Please report on actions that partners have undertaken in order to overcome ethical problems that occurred during the reporting period. Detail on requested authorisations or approvals by competent bodies. Where appropriate, detail on safety provisions particularly those dealing with infected material and with the release into the environment of genetically modified organisms.