# INTERIM PROGRESS REPORT ON SIEF FUNDED RESEARCH

### Future National ICT Industry Platform Program

#### Purpose

Progress Reports are used to assess progress of the Challenge against agreed milestones and to monitor proper use of SIEF funds. Progress Reports must be submitted to the SIEF Manager by the dates set out in the relevant Funding Agreement.

|  |
| --- |
| Please expand tables as appropriate.* There is no limit to the amount of text that can be provided, as long as it is relevant to the full and proper reporting of progress; extensive technical detailed is not required (unless specifically requested). The SIEF Manager is seeking a complete, accurate and realistic account of Project progress.
* Once complete and signed by the **Authorised Grant Recipient Delegate** (refer to Schedule 1 of the Funding Agreement), the Progress Report should be submitted electronically including the accompanying Finance Report (Q4.3).
* The SIEF Manager may refer this Progress Report to a reviewer (who may be external to SIEF) for independent assessment or seek further information from you in relation to the Progress Report.
* **Any confidential information in this Report must be clearly marked.**
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# PROGRESS REPORT ON SIEF FNICTIP Program

### Interim Report

#### PROJECT IDENTIFICATION

|  |  |
| --- | --- |
| **Project Leader** |  |
| **Email Address** |  |
| **Project Title** |  |
| **Report number** |  |
| **Grant Start Date** |  |
| **Grant End Date** |  |
| **Reporting Period** | **Start Date** |  |
| **End Date** |  |

#### PROJECT PROGRESS

###### 2.1 Reporting Period Milestones (expand table as required)

|  |  |
| --- | --- |
| **Milestone (number, description)***As listed in Agreement Schedule B.4* | **Has the Milestone been met?****Yes/No/Partially** |
|  |  |
|  |  |
|  |  |
| Any additional comments? Click or tap here to enter text. |

###### 2.2 Satisfactory Progress – Grant Recipient Delegate provides the following evaluation

|  |  |  |
| --- | --- | --- |
| Challenge continues to be supported by all collaborators | Yes [ ]  | No [ ]  |
| Any additional comments? |
| Click or tap here to enter text. |
| Challenge is on track to deliver | Yes [ ]  | No [ ]  |
| Any additional comments? |
| Click or tap here to enter text. |

#### FINANCES

###### 3.1 Grant Recipient Contributions

Does the level and type of expenditure accord with the commitment specified in the Funding Agreement?

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]  |

If no, give details

|  |
| --- |
| Click or tap here to enter text. |

Does the level and type of contributions (co-investment) provided by the Grant Recipient accord with the commitment (cash and/or in-kind) given in the Funding Agreement?

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]  |

If no, give details.

|  |
| --- |
| Click or tap here to enter text. |

###### 3.2 Source documentation

Is there appropriate source documentation readily available to demonstrate to an auditor the contribution (cash and/or in-kind) of the Grant Recipient to the Project?

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]  |

If no, give details.

|  |
| --- |
| Click or tap here to enter text. |

#### CERTIFICATIONS

**Certification by the Grant Recipient Delegate (refer to Funding Agreement Schedule 1)**

I certify that:

* this Progress Report (and the attached Financial Report) confirms that:
1. SIEF Funds have only been used for the Approved Expenses;
2. the Grant Recipients have made the agreed Contributions in accordance with Schedules A and B of the Funding Agreement;
3. and the Challenge has been carried out in accordance with Schedule B of the Funding Agreement, including meeting the Objectives, Milestones and Deliverables;
* to the date of this Progress Report, the SIEF Funds have only been applied to expenses that are for the purposes of Research;
* this Progress Report is not incomplete, false or misleading in any respect and that this is an accurate Progress Report for the period covered;
* there have been no breaches of the Funding Agreement to the date of this Progress Report; and
* any confidential information contained in this Progress Report is clearly marked.

|  |  |  |
| --- | --- | --- |
| Name of Grant Recipient Delegate | Signature | Date |

**Please note**: Capitalised terms in the Certifications have the meaning ascribed to them in the Funding Agreement between the Grant Recipient and the Trustee of SIEF.