

INSERT LOGO's

Project nr.:

Project Status 'project name' Steering group meeting nr. X [date]

F.nr. 5xxx-xxxx

Parties: Company, university

Project period: xx.xx.20xx – xx.xx.20xx

Total budget: DKK xx

IFD investment: DKK xx

GENERAL VISION/SUCCESS CRITERIA

(Short description of the projects general vision, app. 10 lines)

CONTENT

Project leaders' status – summary

Finances – account and budget to date and onwards

Partners' status

Appendix

INSERT LOGO's

Project nr.:

PROJECT LEADERS' STATUS - summary

Status of the project to date seen in relation to the general vision/success criteria and progress shown in a GANTT-chart.

Most important results/learnings to date in the project.

Most important results/events/activities in the past period.

The critical points of action and the biggest challenges for the progress of the whole project in the coming period.

We are thinking of the project as a whole: results, learnings, challenges and critical points of action can be in all areas of the project (market, technology, cooperation).

Financial status

A short overview of total spending of resources distributed on work packages and partners.

Compare spending and financial status with progress of the project and status in order to evaluate cost efficiency and ensuring that spending corresponds to completed activities, and making sure that there are sufficient resources for remaining activities.