***INSTRUCTIONS:***

*Please respond to all questions and complete the fields in grey. The final scientific report must present the achievements of the project and the status of the research activities in detail. The report must be sent to Innosuisse for evaluation no later than* ***1 month*** *after completion of the project. All project partners must participate in the consolidation of the final scientific report prior to submitting to Innosuisse.*

*Please fill in the final scientific report in the same language as the one used in the original funding application.*

*All project partners should be included in the communication with Innosuisse and agree with the content of the report. The report must be sent to the following address:* *innoprojects@innosuisse.ch*

*Innosuisse decides, based on the final scientific report’s content, whether the information provided is sufficient to close the project officially or if additional information is required.*

**Final Scientific Report**

|  |  |  |
| --- | --- | --- |
| Project no.: | Project startingdate:  | Project duration(in months):  |
| Title:  |
| Research partner(s):  |
| Implementation partner(s):  |
| Innosuisse contribution (CHF):  | Total project costs (CHF):  |

|  |
| --- |
| 1. Describe the status and progress of the planned activities in relation to the approved overall project plan and indicate to which degree the objectives of the project have been met:(2000 characters max, refer to the measurable and quantified objectives of each milestone, provide data supporting your achievements and summarize the scientific/technical results of the project)
 |
|  |
| 1. Have further developments or research activities been planned as follow-up activities outside the frame of the Innosuisse project?If yes, what are these follow-up activities and which partner/s will be involved?
 | [ ]  Yes | [ ]  No |
|  |
| 1. Have peer-reviewed scientific publications, inventions or patent applications been made?If yes, please give details in regards to the status (e.g., in preparation, submitted, filed, published, etc.) and indicate the corresponding title and abstract.
 | [ ]  Yes | [ ]  No |
|  |
| 1. Describe the implementation plan for market launch and give details of the commercial, economic and/or social benefit.

The following points should be addressed:* The status of the implementation plan (i.e., the required steps from project end to the realization or market launch of the product/service by the implementation partner/s).
* What implementation scenario is being considered (e.g., product/service, market, type of company, value-added chain)?
* What are the main milestones and decision-making points for implementation?
* What quantitative economic results can be expected from the implementation (e.g., turnover, profit, market positioning, social value creation)?
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|  |
| 1. Describe the financial status of the project, indicate to which extent the budget provided by Innosuisse has been used up and to which extent the implementation partners’ own contributions have been provided:(2000 characters max, refer to the financial plan of the project; a detailed final financial report is to be submitted separately with all the necessary justifications)
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|  |
| * 1. For projects with implementation partner/s: Has the cash contribution been provided?If not, please explain why the cash contribution has not been paid or will not be paid.

(According to the funding agreement the implementation partner/s shall transfer the cash contribution to the research partner/s half way through the project at the latest) | [ ]  Yes | [ ]  No |
|  |
| * 1. Have you submitted the final financial report and related documents to Innosuisse yet?

If not, please submit all necessary documents without delay as the final approval is based on both, the scientific and financial reports. | [ ]  Yes | [ ]  No |
|  |
| 1. How successful was the project overall?

(Give a ranking from 1 to 6: 1=very successful and 6=failure) | 1[ ]  | 2[ ]  | 3[ ]  | 4[ ]  | 5[ ]  | 6[ ]  |
| * 1. Are you satisfied with the way the project concluded?

Please comment and justify your answer. | [ ]  Yes | [ ]  No |
|  |
| * 1. Would you do anything differently if you had the opportunity to do so?

If yes, please explain what you would change or modify. | [ ]  Yes | [ ]  No |
|  |
| * 1. How do you assess the impact of the project in terms of ecological sustainability?

(1 = strong / 2 = moderate / 3 = none)For example, refer to:* Sustainable resource use (commodities, materials)
* Climate change mitigation (energy use, greenhouse gas emissions)
* Biodiversity and restoration of natural habitats (land and water)
* Prevention of pollution (waste, air pollution)
 | 1[ ]  | 2[ ]  | 3[ ]  |
|  |
| 1. Provide a summary of the project results for possible publication on the Innosuisse website (max 1-page A4).

(No data will be published without informing you and requesting your approval) |
|  |

Innosuisse conducts a confidential online survey among all implementation partners at the end of the innovation project. The survey will take a maximum of 15 minutes. The link will be sent by e-mail separately. We request the implementation partners to take part in this survey as stipulated in the Innosuisse Funding Ordinance[[1]](#footnote-1).

1. Innosuisse Funding Ordinance Art. 10 - Obligation to provide information on implementation: «Implementation partners are required to provide Innosuisse on request with information on the implementation of the project results within five years of project completion» [↑](#footnote-ref-1)