**Attachment 3**

**Interim Report on Project Implementation**

1. **Information on the project**
2. Name and surname of project manager:
3. Project ID:
4. Project title:
5. Project start date:
6. Project end date:
7. **Financial report – completed tasks and cost incurred**

**1. Schedule of research tasks (please include only the first year of project realization):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task No.** | **Title** | **Start and end date** | **Task status**  (*in progress / implemented / planned*) | **Comments**  (*explain any reasons for the changes in schedule realization - only if applicable*) |
|  |  |  |  |  |
|  |  |  |  |  |

**2. Planned and incurred costs:**

**a) cost of the tasks (please include only the first year of project realization)**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **task name** | **total cost, PLN** | |
|  |  | planned | actual |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**b) cost categories**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cost category** | **1st year** | | **Total costs (PLN)** | |
| planned | actual | planned | actual |
| **Materials and services**  *including laboratory and computer equipment, laboratory materials, reagents, services, costs of external measurements and repairs, other* |  |  |  |  |
| **Conference costs**  *including travel expenses for consultations and short scientific visits* |  |  |  |  |
| **Office supplies**  *max. 5% of total costs* |  |  |  |  |
| **Total costs (PLN)** |  |  |  |  |

List of the changes in planned costs accepted by the YL coordinator: