**Push Innovation Voucher Application**

**Collaborative Project Title Related to the Request** (1-2 lines, intended for publication)

|  |
| --- |
|  |
| **Acronym of the collaborative project related to the request** |
|  |
| **Voucher requestor** |
|  |

|  |
| --- |
| **Designated complementary project manager** |
|  |

Please specify the company or companies/institutions in the project consortium that are requesting the check.

|  |  |  |
| --- | --- | --- |
| **Requesting company 1** | | |
| Company / institution name | Website | |
|  |  | |
| Second name | First name | Title |
|  |  |  |
|  | Phone. prof : | E-mail : |
|  |  |

|  |  |  |
| --- | --- | --- |
| **Requesting company 2** | | |
| Company / institution name | Website | |
|  |  | |
| Second name | First name | Title |
|  |  |  |
|  | Phone. prof : | E-mail : |
|  |  |

If one or more R&D service providers are involved in the execution of the complementary project, please mention the R&D service provider(s).

|  |  |  |
| --- | --- | --- |
| **R&D Service provider 1** | | |
| Name of the public research institution | Website | |
|  |  | |
| Second name | First name | Title |
|  |  |  |
|  | Phone. prof : | E-mail : |
|  |  |

**Amount of the voucher requested from the NPR of the canton of Fribourg**

|  |  |
| --- | --- |
| Voucher requested amount | **Max 25'000 CHF** |

1. **Justification for the voucher request**

Describe the results obtained from the collaborative project. What solutions have been developed that require additional work to enhance the project's impact for the requesting company or companies? What tasks were underestimated in the project that require further work?

Argue the need for additional work, obtaining a proof-of-concept, or developing a prototype.

1. **Complementary project objectives**

Describe the objective aimed at with the additional work.

1. **Description and planning of the complementary project**

**Description of the project stages / work packages**

What are the stages (work packages) of the complementary project?

What activities are planned for each stage, and who will carry them out (including collaboration with industrial partners)?

Define and quantify the deliverables for each work package.

**WP0: Project management & communication**

|  |  |  |
| --- | --- | --- |
| **Responsible** |  | |
| **Tasks / Activities** | The tasks must be precise and specific (e.g., which methods, tools, or processes will be used, etc.). | |
| **Deliverables** | Deliverables should be as quantifiable as possible. What are the success criteria? | |
| **Risks / Mitigations** | Risk | Mitigation |

**WPx: xxxx**

|  |  |  |
| --- | --- | --- |
| **Responsible** |  | |
| **Tasks / Activities** | The tasks must be precise and specific (e.g., which methods, tools, or processes will be used, etc.). | |
| **Deliverables** | Deliverables should be as quantifiable as possible. What are the success criteria? | |
| **Risks / Mitigations** | Risk | Mitigation |

**Complementary project calendar**

Create a Gantt chart for the complementary project.

Milestones can be indicated on the Gantt chart with a diamond shape and then described in the following paragraph.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP#** | **Responsible** | **Work package Title** | **Month 1** | **Month 2** | **Month 3** |  |  |  |  | **Month n** |
| WP0 |  | Project management & communication |  |  |  |  |  |  |  |  |
| WP1 |  | Work package title |  |  |  |  |  |  |  |  |
| WPn |  | Work package title |  |  |  |  |  |  |  |  |

**Complementary Project Milestones**

Define the project milestones and the success criteria for each milestone.

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone #** | **Deadline** | **Milestone Description** | **Success Criteria** |
| Milestone 1 |  |  | Quantifiable success criteria |

**Financial Plan**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **EXPENSES** | | | **TOTAL** | **FINANCE** | | **TOTAL** |
| 1.1 | R&D service provider personnel | Hour cost / nbr h. |  | 2.1 | Third-party revenue |  |
|  | First name, name and institution |  |  |  | Company Cash |  |
|  | First name, name and institution |  |  |  | Company in-kind |  |
| 1.2 | Company personnel | Hour cost / nbr h. |  | 2.2 | NPR Funding from the Fribourg canton or PromFR Funding in case of only 1 company |  |
|  | First name, name and company |  |  |  | Push Innovation Voucher | i.e. 25’000 |
|  | Total personnel costs |  |  |  |  |  |
| 1.3 | Equipment, material and services |  | 0 |  |  |  |
|  | xxx |  |  |  |  |  |
| 1.4 | INNOSQUARE Services | 5% of the total complementary project budget to be paid by the companies |  |  |  |  |
|  | Total coûts equipment and material |  | 0 |  |  |  |
| **Total expenses** | | | **p.e. 50’000** | **Total finance** | | **i.e. 50’000** |

1. **Expected results format**

Define and quantify the results (if possible, in a general manner rather than for each deliverable of the work packages as previously detailed) of the complementary project to enable an evaluation of the outcomes.

What are the success criteria?

1. **Complementary project impacts**

This section is very important.

Describe the expected impact of the additional work.

What will be the steps for implementation within the partner company or companies?

1. **Signatures**

|  |  |
| --- | --- |
| Place, date: | **Requesting company(ies) signature(s)** |
| , |  |

|  |  |
| --- | --- |
| Place, date: | **R&D service provider signature** in case of participation |
|  | High school  XXX, Service provider responsible  Applied research direction |