Project plan […name project..]

Version: 21-04-2021

# General project data

## Project [short title…]

Project title: …

Theme: (e.g. IoT in Industry / Smart Manufacturing)

Planned duration: [start date] – [eind date]

Project leader: …

Organisation: …

Postal address: …  
Post code, place: …  
E-mail: …

Telephone: …

## Project Partners

**1**

Organisation: …  
Category: Company

Contact person: …

E-mail: …

**2**

Organisation: …  
Category: End user / company / government / knowledge Institute/ field lab

Contact person: …

E-mail: …

**3**

Organisation: …  
Category: End user / company / government / knowledge Institute/ field lab

Contact person: …

E-mail: …

**4**

Organisation: Do IoT Fieldlab  
Category: Field lab

Contact person: Lenneke de Voogd

E-mail: h.devoogd-claessen@tudelft.nl

## Projectsamenvatting / Project summary

### Public summary

Project title: …..

*(150 woorden)*

……

….

### Keywords

IoT / 5G / … / … / …

## Summary project finance

### Budget

|  |  |
| --- | --- |
| Contribution SME/ company | € ….. |
| External cofinancing (cash) | € ….. |
| Requested ERDF funding  *max €10.000 for feasibility project \**  *max €25.000 for pilot project \*\**  *max €50.000 for pilot-plus (R&D) project \*\*\** | € ….. |
|  |  |
| **Totaal budget** | **€ …..** |

*NB: regulations ERDF SME funding scheme (subject to change until official opening):*

*\* FEASIBILITY Voucher can be used as financial support for the deployment of experts and the use of facilities of Do IoT Fieldlab to test the technical feasibility and market potential of an innovation idea. With this voucher the SME will be reimbursed a maximum of 90% of the costs invoiced by TU Delft, excluding VAT, up to a maximum amount of €10.000.*

*\*\* PILOT Voucher can be used for the deployment of experts and the use of test facilities of Do IoT Fieldlab to test and validate an innovation in practice using the Do IoT Fieldlab facilities at test sites (The Green Village / Unmanned Valley / on- site with mobile setup). With this voucher the SME will be reimbursed a maximum of 80% of the costs invoiced by TU Delft, excluding VAT, with a maximum amount of € 25.000.*

*\*\*\* PILOT-PLUS (R&D) Voucher is intended for the external costs incurred by the applicant SME for the deployment of experts from Do IoT FIeldlab and the external costs to develop and test a prototype using the Do IoT Fieldlab facilities at test locations (The Green Village / Unmanned Valley / on-site with mobile setup). With this voucher the SME will be reimbursed a maximum of 90% of the costs invoiced by TU Delft, excluding VAT, with a maximum amount of € 25.000 and 50% of the prototyping costs incurred, invoiced by TU Delft, with a maximum amount of € 25,000.*

### Budget comments

….

# Project background, goal and scope

*NB: Do IoT Fieldlab supports companies that want to prepare themselves for the introduction of 5G connectivity:*

* *we help end users, such as factories, logistics companies or horticultural growers, to explore the opportunities of this new technology for their business operations,*
* *we support SMEs in the technical development of innovative new products and services that use 5G, and*
* *we encourage collaboration between these companies, knowledge institutions and end users.*

*Please describe the project in this perspective.*

## Background

*Explain which problem / question from the sector / society your product/solution focuses on. (100 words)*

…

*Describe the product (desired end result) and how it offers a solution to the problem / question. (100 words)*

…

## Goal of the project

*Briefly describe the objective(s) of your project. (50 words)*

*…*

## Project scope / Milestones

*Describe the way in which the end product/solution is developed and which steps are taken within the scope of this project (150 words).*

This project has X steps to be accomplished…

1. …
2. …
3. …

Steps 1 – X will be conducted within the scope of this project, after which a go/no-go decision will be made….

# Project work plan

## Partners

*Shortly describe the partners involved in the development of the innovation/solution, and generally describe the division of roles and tasks between the partners involved.*

|  |  |  |  |
| --- | --- | --- | --- |
| *Type of organisation*  *(company/ knowledge institute/ fieldlab/ end-user/ government)* | *Name of organisation* | *Role / contribution in the project* | *Short name* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Activities

*Make clear which activities, in which steps, you want to realise in the process from proposal to working and tested prototype:*

**Project activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Step** | **Result** | **Planning** | |
| **1** | e.g. Exploratory research ...e.g. including site survey.. | … | … | |
|  | **Activity** | **Materials / facilities needed** | **Executing Partner** | **Effort in man hours** |
| 1.1 |  |  |  |  |
| 1.2 |  |  |  |  |
| 1.3 |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Step** | **Result** | **Planning** | |
| **2** | e.g. Development and build prototype / test set-up ... | … | … | |
|  | **Activity** | **Materials / facilities needed** | **Executing Partner** | **Effort in man hours** |
| 2.1 |  |  |  |  |
| 2.2 |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Step** | **Result** | **Planning** | |
| **3** | e.g. Test with 5G test-infra at location TGV / UVV / Robohouse / on site | … | … | |
|  | **Activity** | **Materials / facilities needed** | **Executing Partner** | **Effort in man hours** |
| 3.1 |  |  |  |  |
| 3.2 |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Step** | **Result** | **Planning** | |
| **4** | e.g. Evaluation Proof of Concept … | … | … | |
|  | **Activity** | **Materials / facilities needed** | **Executing Partner** | **Effort in man hours** |
| 4.1 |  |  |  |  |
| 4.2 |  |  |  |  |
|  |  |  |  |  |

## Planning

*Give an overview of the planning over time*

*example:*

**

## Project costs

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Step/ activity** | **Partner** | **Personnel costs**  **(man hours \* tarif)** | **Costs materials / test facilities** | **Cofinancing /contribution partners cash and in kind** | **Requested ERDF funding** |
| 1 |  |  | € .. | € .. | € .. |  |
| 2 |  |  | € .. | € .. | € .. |  |
| 3 |  |  | € .. | € .. | € .. |  |
| 4 |  |  | € .. | € .. | € .. |  |
| 5 |  | Do IoT Fieldlab | € .. | € .. | € .. | € .. |
| 6 |  |  | € .. | € .. | € .. |  |
|  |  |  | € .. | € .. | € .. |  |
|  |  |  | € .. | € .. | € .. |  |
|  | **Sub-totals** |  | € .. | € .. | € .. |  |
|  |  |  | Total project budget: | € .. |  |  |

## Communication and implementation

*Describe the implementation plan (next steps in further development) to realise and market the new product / service. This includes the companies own power/efforts as well as possible launching customers for the market introduction and potential collaboration with other field labs and living labs in the region of Zuid-Holland.*

…

*Describe the communication plan that supports the potential impact of the project.*

*(NB: Agreements between partners about publicity and confidentiality are laid down in the ‘Partner Agreement’.)*

…

…

# Project results

## Degree of uniqueness

*What is the nature of the innovation: a new product, process or service or a new application of an existing product, process or service?*

…

*How innovative is the product or service? (100 words)*

…

*What competing solutions are there? How does it differ, and / or what does the product add to existing solutions? (100 words)*

…

*What are the benefits of 5G communication technology for the proposed product/service? If possible, state specific requirements for the mobile communication network in terms of connectivity, delay, bandwidth, reliability, etc. (100 words)*

…

## Added value for partners

*Describe the project end results that are intended on the basis of the key performance indicators (KPIs) of the project partners.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | Partner name | End results | KPI |
| 1 | Company | Describe the new concept / product / service  - # New product / service  - # FTE Employment | Attention to regional/ Dutch economy |
| 2 | Knowlegde institute | Newly developed knowledge / method about ...  - Research theme X ...  - # Publications and lectures | Attention to knowledge position |
| 3 | End user | Describe the result for the end users ... eg. better… doing healthier / safer… | Attention to improving society |
| 4 | Do IoT Fieldlab | Describe result for Do IoT Fieldlab  - # news items / presentations  - # workshop with companies | Knowledge dissemination and expansion of partnerships and network |
|  |  |  |  |

# Impact

The following describes the extent to which the intended innovation contributes to a digital and sustainable economy.

*What are the expected effects of the project in terms of societal impact (clean environment, energy efficiency, CO2 reduction, health care etc.)? (100 words)*

The <new product / service> will ensure that… with the ultimate effect that… (economic and environmental impact) …

*Describe the possibility of translating the product or service for application in other sectors.*

*(100 words)*

……

*What are the expected effects of the project on business in terms of potential economic returns and employment? (100 words)*

This project can lead to the development and market introduction of a whole new generation of <products / services>…. <Industry sector> will benefit from <results>… which will greatly increase the demand for <products / services>… ..

*What are the expected effects on scientific knowledge / technology in the field of a.o. 5G and IoT? (100 words)*

The knowledge development that the Netherlands can build up with this in the field of 5G and IoT is considerable. This research contributes to gaining more insight into…. Knowledge is being built up about….

*How does this project contribute to the continuity of the Do IoT Fieldlab? (100 words)*

*(e.g. name expansion infrastructure; potential future sponsors, users and / or follow-up project; exposure ..)*