



Interim reporting guidelines - PVW pilot project

The interim document reports on the activities of the contractor, the consortium partners and third parties. These guidelines will help you set up and complete your interim report. Please include at least 2 license-free high-resolution (5Mb) project-related images such as photos and other visuals. We may use your visuals for public communication purposes.

You may prepare and submit your document in Word in no more than 3 pages. Make sure you submit your interim report no later than 13 months after your pilot project's start date. Email this document and attachments to administratiepvw@rvo.nl.

How the interim report is ultimately designed is left to the executor.

1. General progress so far

- Give the start and end date of this report.
- Describe the project's progress in general.
- Does the progress match your project plan's timeline?

2. Innovativeness / product novelty / process / method

- Has the product, process, or method proven to be as innovative as foreseen in your subsidy request?
- Does the effect of the project's end result on water availability or safety match the foreseen effect of your project plan?
- If not, what has changed?
- Why did the project not meet the foreseen effect or result?

3. Activities and results so far

- Describe the activities you have carried out.
- Do they match the project plan activities?
- Have you made any changes to the project, for example, in staff deployment and costs?
- Were there any setbacks or problems in the implementation of the project?
- How did you resolve setbacks or problems?

4. Ambition, upscaling and prospects

- Is the ambition for upscaling after finishing the project as described in your project plan still realistic?
- If not, what has changed?
- What is the estimated effect on the ambition for upscaling?

- Have new upscaling opportunities emerged?
- Is there any new insight into a revenue model or follow-up financing?

5. Cooperation between project partners and with foreign parties so far

- Explain how the cooperation between the project partners has worked out.
- Is the ambition of the partnership still intact? If not, has the ambition changed or adapted?
- How has the cooperation with local parties worked out?

Send your completed report and annexes in English to administratiepvw@rvo.nl.

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