

microFunding ref:		Name of Project				
Manager						
Inventor						
Solicitor	B P Collins					
Auditor	Peter Upton Accountants					
Project Administrator	microFunding Ltd					
Commencement date	<i>Week Zero planned to be:</i>					
Manager's Summary of Expectations						
Manager's Experience in Sector and Reason for interest						
Manager's CV						
Inventor's History	<i>Please note that this is only relevant if the inventor is going to be involved with the Project</i>					
Project details	<p><i>What is the concept to be proved? How will it be proved? What criteria constitute proof? How long will it take? Who will do what?</i></p> <p><i>The full report is to provide an analysis of the commercial viability and ultimate potential of its development, and identify all potential problem areas.</i></p> <p><i>Research into each area is to have specific performance goals, achievement of which demonstrates 'success'</i></p> <p><i>Each area of research is to be costed, targeted, timescaled and monitored</i></p>					
Description	Nature of Enquiry	Specification of success	By whom	By when: week 0 +	What cost £	Done?
IPR	<i>Clarify ownership rights and uncover any IPR issues</i>					
Technology	<i>Establish technical feasibility</i>					
Health & Safety	<i>Establish all actual and potential H&S,</i>					
Regulation & Legal	<i>Establish all actual and potential regulatory, compliance issues</i>					
Design & Prototype	<i>Create initial design and if relevant prototyping requirements,</i>					
Manufacture	<i>Research and establish product, price and manufacturing issues; source potential manufacturers.</i>					
Market	<i>To establish scale and scope of current market</i>					

	<i>opportunities and competition To 'test' the concept with key groups</i>					
End Customer	<i>Test acceptability by potential customers/end users, /sales points and</i>					
Licence or make?	<i>agents/distributors; establish optimal profit potential</i>					
Distributor	<i>To establish views and expectations regarding routes to market and sales platform.</i>					
Human Resource	<i>To scope and specify the people needed to realise the commercial potential, if any, uncovered by this research.</i>					
Operations	<i>To establish how best a follow on business might operate</i>					
Resource & Facilities	<i>To scope and specify the resources needed to realise the commercial potential, if any, uncovered by this research.</i>					
Finance	<i>A 'proto' business plan is to be produced to be available to potential future investors in order to progress the project beyond the 'Proof of Concept' stage</i>					
microFunding Project Admin Legal Audit Costs					2500.00	
Subtotal						
VAT @ 15%						
Project Total Cost is £[]; VAT is £[] and will be refunded; plus contingency round up to multiple of £2500 =						