

# RDI loans for labor-intensive sectors in disruptive circumstances

## Project plan guideline

*You can prepare a project plan in any form, but it must describe all of the matters presented below.*

### **1. Project name**

### **2. Project implementation organization**

### **3. Name of the author of the project plan and date**

### **4. Planned start and end date of the project**

### **5. Project goals:**

- What new or enhanced products, business processes, practices, or services will be created as a result of this project?
- How will the project change the company's competitive position in the market? What form of new competitive advantage will be created as a result?

### **6. Project implementation:**

- Describe the actions that will be taken on the project. What types of development work are required to enable the new solutions to be used in your company/by your customers?
- Describe the types of trials that you intend to conduct with customers. Trialing means testing new operating models and experimenting within the company or with a customer before the financial exploitation of such models (commercialization). Note that funding cannot be used for ordinary sales and marketing measures.
- Describe the project resources. In other words, state how the project will be implemented:
  - Who will do what? Which persons in the company will work on the project? What is their estimated work input (in work months per person)? Which working duties will each person perform on the project?
  - What types of services will the company purchase for the project from external companies? Who are the potential service providers? What are the prices of the purchased services (estimate)?