**Notices to be considered for a project proposal**

1. Write a project proposal in accordance with the given recommended format.
2. The prescribed paper size is A4.
3. Use tables, charts, diagrams, basic conceptual diagrams, pictures, photos, etc. if possible.
4. Font will be Times New Roman and size 12 with space 1.5 lines.
5. If improper matters such as deception, inaccuracy, forgery, plagiarism, etc. are founded in submitted project proposal, then project selection or project agreement will be cancelled according to the relevant guidelines.

**ProjectProposal for Technology Development**

1. **Application Type**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Registration Number | |  | Registration Date |  |
| Application Area | | □ Agriculture and regional development sector  □ Renewable energy sector  □ Health sector related to rural livelihood  □ Other sectors contributing to integrated rural development | | |
| Project  Type | Subject | □ Single □ Inter-linked | | |
| Development  Target | □ New product/new production process creation  □ Product/production process improvement  □ Technology commercialization/propagation | | |
| Topic | □ Designated □ Open | | |

**2. Project Outline**

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title |  | | |
| Keywords |  | | |
| Project Size | Expected  Budget (USD) | Duration (in months) | Input (man/month) |
|  | 00/00/2018 – 00/00/2019  ( months) |  |

**3.Project Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Provide the overall introduction of a proposed project between 1/2 page to 1 page.* | | | | |

**4. Implementing Entities**

4-1.Lead Research Institution

(1) General Information (as per the end of 2017)

|  |  |
| --- | --- |
| **Items** | **Specification** |
| Institution type | □University,□Research institute,□Industry  □NGO, □Technology Start-up |
| Establishment year |  |
| Major functions/production items |  |
| Number of full-time employees (professors, researchers etc.) |  |
| Annual budget or sales revenue  (USD) |  |
| Annual R&D budget  (USD) |  |

(2) R&D Infrastructure

|  |  |  |  |
| --- | --- | --- | --- |
| **Facility/Equipment name** | **Spec.** | **Quantity** | **Use** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

(3) Related R&D Project Experiences

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Title** | **Customer** | **Duration** | **Budget(USD)** | **Remarks** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

(4) Major Technology Transfer/Commercialization/Propagation Results

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Items** | **Country** | **Target organization** | **When** | **Amount (USD)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

4-2. PartnerResearch Institution(s)

|  |
| --- |
| *Writing Tips* |
| *◦Also provide each key partner’s status using the same form as the lead research institution.* | |

**5. ProjectOverview**

5-1. Background

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Describe the present status, issues and prospects of domestic and foreign technology development relating to the proposed project and outline the necessity of domestic research and development* | | | | |

5-2.Objectives

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Explain the target technology or product including main activities for development as well as the main role of each participating institutions.*  *◦If possible, you can use visual diagrams or flowcharts for better understanding.* | | | | |

5-3. Competitive Features

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Describe your own strengths or competitive-edge characteristics considering the competition environments.* | | | | |

5-4. Project Impacts

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Provide a description of the key target beneficiary group including key characteristic.*  *◦State the impacts in the technological area or building research capacity. You can add more for the industrial, social and economic fields besides other extended effects.*  *◦Impacts in building research capacity: Describe how the pilot project will help build research capacity in participating institution.*  *◦Socio-economic impact: Describe problems in the related fields and the economic impacts such as market creation and job creation, import substitution, cost reduction, and industrial development that the proposed technology can be solved and met, and consumer needs as well.*  *◦ Technological impacts: Describe applications of the proposed technology, the field of convergence utilization, and contributions to other technologies.* | | | | |

**6. Project Team Organization**

6-1. Roles of Participating Institutions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Describe the detailed rolefor each Institutionincluding Lead and Partner entities and how to cooperate among the organizations using a diagram, if possible.* | | | | |

6-2. Key Participants’Roles

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Provide key participants’ basic background related to the similar projects and major roles in this project.* | | | | |

**7. Technological Development Plan**

7-1. Technological Outcomes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Provide the contents and scope of technology development.*  *◦Explain details of expected outcomes from this development (approximately 1-3 pages).*  *◦Quantitatively compare the superiority and technological differences with the existing or similar technologies.*  *◦Description of evaluation methods for the final outcomes based on your own key indicators.* | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Key Performance Indicators** | | | | | |
| **Key Performance Indicators** | **Unit** | **Final Development Goals** | **World-class**  **(Holding company / Owner)** | **Weight**  **(%)** | **Measurement agency** |
| *(eg. speed)* | *㎥/min* | *15㎥/min or more* | *25㎥/min(3M,America (More)* | *20* | *(Researcher’s Name)* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

7-2. Development Process

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦ Explain the main activities for development*  *◦ Describe the development procedures and methods.*  *◦Provide a risk management or contingency plan.* | | | | |

**8. Commercialization/PropagationPlan**

8-1. Commercialization/PropagationPlan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Describe the starting case for a field testing case at a reference end-user.*  *◦ Describe domestic and international market trends including export / import status.*  *◦State promoting the commercialization of products, securing sales channels, sales strategies, and export strategies if applicable.* | | | | |

8-2. Revenue Forecasting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Provide the projected market size, expected market share in 1 ~ 3 years, estimated sales and the reason, etc. after the technology development.* | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | | **1styear** | **2nd year** | **3rd year** |
| Domestic | Market share (%) |  |  |  |
| Sales (USD) |  |  |  |
| Overseas | Market share (%) |  |  |  |
| Sales (USD) |  |  |  |
| Total | |  |  |  |

**9. Work Plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Writing Tips* |  |  |  |  |
| *◦Break down the whole development procedure into more detailed steps.*  *◦Providethe contents and schedule and responsibilities for each step.* | | | | |

**[Appendices]**

1. Budgeting Sheet

2. Participating Institution’s Certificates of eligibility for application

3. Letters of intent for the participation

4. Project participation agreements

5. Project participants’ profiles

6. Project participants’ employment certificates

7. Documents or Certificates for bonus or negative points