**TIC Innovation Challenge (TIC): Reporting Template**

**Primary Contact**:  Name of point of contact

**Collaborators**:  Names of other people on your team

**Title**:  Short title of what field your idea is in for quick categorization

**Budget**:

* Money spent
* Money planned to be spent

**Personnel:**

* Who worked on it so far
* Who is going to work on it from now on

**Problems:**

* What are the problems you encountered
* How did you fix them
* How are you planning to address them

**Changes to the plan:**

* List any changes to the original plan
* Explain why you are making the changes
* If the changes are significant, a new plan needs to be submitted (update page 3 of proposal)

For presentation at lab meeting format is up to you.