**Project Development Plan**

**<Project Title>**

**<Project number>**

Prepared for

<USER> and

EATRIS C&S

**Table of contents**

Contents

[1.    Executive Summary 4](#_Toc90639658)

[1.1. Introduction 4](#_Toc90639659)

[1.2. Scientific Background 4](#_Toc90639660)

[1.3. Intellectual Property Situation 4](#_Toc90639661)

[1.4. Project Environment: Stakeholders, SWOT, and Risk Analysis 4](#_Toc90639662)

[1.5. Project Planning: Work Packages, Milestones, Timelines, Resources 4](#_Toc90639663)

[2. Introduction 4](#_Toc90639664)

[2.1. Scope of the Project 4](#_Toc90639665)

[3.     Scientific Background of the Project 4](#_Toc90639666)

[3.1. Scientific Approach 4](#_Toc90639667)

[3.2. Description of the Future Product 4](#_Toc90639668)

[3.3. Clinical Background 4](#_Toc90639669)

[3.4. Summary of Research Experiments 4](#_Toc90639670)

[3.5. Competitive Landscape 4](#_Toc90639671)

[3.6. Advantages over Existing Products/Technologies 4](#_Toc90639672)

[4.     Intellectual Property Situation 5](#_Toc90639673)

[4.1. Existing Intellectual Property 5](#_Toc90639674)

[4.2. Potentially competing Intellectual Property 5](#_Toc90639675)

[5.     Stakeholder Analysis 5](#_Toc90639676)

[5.1. Summary table of stakeholder analysis 5](#_Toc90639677)

[6.     Strength/Weaknesses/Opportunities/Threats (SWOT) and Risk Analysis 5](#_Toc90639678)

[6.1. SWOT Matrix 5](#_Toc90639679)

[6.2. FMEA Risk Analysis Table 5](#_Toc90639680)

[7.     Work Package Definition 5](#_Toc90639681)

[7.1. Research & Process Development 6](#_Toc90639682)

[7.1.1.    Proof-of-Principle studies 6](#_Toc90639683)

[7.1.2.    Technical feasibility studies 6](#_Toc90639684)

[7.1.3.    Formulation Development 6](#_Toc90639685)

[7.1.4.    Pilot scale manufacturing 6](#_Toc90639686)

[7.2. Quality & Manufacturing 6](#_Toc90639687)

[7.2.1.    GMP Manufacturing development process 6](#_Toc90639688)

[7.2.1.1.        Definition of critical manufacturing steps 6](#_Toc90639689)

[7.2.1.2.        Definition of critical intermediates 6](#_Toc90639690)

[7.2.1.3.        Virus safety studies (if applicable) 6](#_Toc90639691)

[7.2.2.    Release assay development 6](#_Toc90639692)

[7.2.3.    (preliminary) Definition of release criteria (and specifications) 6](#_Toc90639693)

[7.2.4.    GMP Batch manufacturing 6](#_Toc90639694)

[7.2.5.    Bulk Production 6](#_Toc90639695)

[7.2.6.    Filling, labelling, packaging 6](#_Toc90639696)

[7.2.7.    QC Testing and Release as clinical trial material 6](#_Toc90639697)

[7.2.8.    GMP Batch record review 6](#_Toc90639698)

[7.3. Non-Clinical Development 6](#_Toc90639699)

[7.3.1.    Pharmacodynamics studies 6](#_Toc90639700)

[7.3.2.    Pharmacokinetics studies 6](#_Toc90639701)

[7.3.3.    Safety pharmacology studies 6](#_Toc90639702)

[7.3.4.    Toxicology studies 6](#_Toc90639703)

[7.3.5.    Special Toxicology (e.g Repro-Tox, Geno-Tox) 6](#_Toc90639704)

[7.4. Clinical Development 6](#_Toc90639705)

[7.4.1.    Clinical phase I studies in healthy volunteers 6](#_Toc90639706)

[7.4.1.1.        Legal sponsor definition 6](#_Toc90639707)

[7.4.1.2.        Study synopsis, protocol 6](#_Toc90639708)

[7.4.1.3.        ICF 6](#_Toc90639709)

[7.4.1.4.        Monitoring 6](#_Toc90639710)

[7.4.1.5.        TMF Handling 6](#_Toc90639711)

[7.4.2.    Clinical phase II in patients showing efficacy 6](#_Toc90639712)

[7.4.2.1.        Management of multi-site studies 6](#_Toc90639713)

[7.4.2.2.        Pharmacovigilance 6](#_Toc90639714)

[7.4.3.    (Pivotal) clinical phase III in patients showing safety & efficacy 6](#_Toc90639715)

[7.4.3.1.        Management of multi-site /multi-national studies 6](#_Toc90639716)

[7.5. Regulatory Affairs 6](#_Toc90639717)

[7.5.1.    Scientific Advices (if applicable) 6](#_Toc90639718)

[7.5.2.    Clinical Trial Application 6](#_Toc90639719)

[7.5.2.1.        Documentation (IMPD, IB, study protocol, ICF, IMP release certificate, etc.) 6](#_Toc90639720)

[8.     Definition of Milestones / Timelines 7](#_Toc90639721)

[Gantt-Chart 7](#_Toc90639722)

[9.     Resource Planning 7](#_Toc90639723)

[Budget Planning / Controlling Sheet 7](#_Toc90639724)

[9.1. Financial Resources 7](#_Toc90639725)

[9.2. Infrastructure 7](#_Toc90639726)

[Appendix 1: Gantt-Chart 7](#_Toc90639727)

[Appendix 2: Financial Statement 7](#_Toc90639728)

# 1.    Executive Summary

## 1.1. Introduction

## 1.2. Scientific Background

## 1.3. Intellectual Property Situation

## 1.4. Project Environment: Stakeholders, SWOT, and Risk Analysis

## 1.5. Project Planning: Work Packages, Milestones, Timelines, Resources

2. Introduction

## 2.1. Scope of the Project

3.     Scientific Background of the Project

## 3.1. Scientific Approach

## 3.2. Description of the Future Product

## 3.3. Clinical Background

## 3.4. Summary of Research Experiments

## 3.5. Competitive Landscape

## 3.6. Advantages over Existing Products/Technologies

4.     Intellectual Property Situation

## 4.1. Existing Intellectual Property

## 4.2. Potentially competing Intellectual Property

5.     Stakeholder Analysis

## 5.1. Summary table of stakeholder analysis

6.     Strength/Weaknesses/Opportunities/Threats (SWOT) and Risk Analysis

## 6.1. SWOT Matrix

## 6.2. FMEA Risk Analysis Table

# 7.     Work Package Definition

## 7.1. Research & Process Development

### 7.1.1.    Proof-of-Principle studies

### 7.1.2.    Technical feasibility studies

### 7.1.3.    Formulation Development

### 7.1.4.    Pilot scale manufacturing

## 

## 7.2. Quality & Manufacturing

### 7.2.1.    GMP Manufacturing development process

#### 7.2.1.1.        Definition of critical manufacturing steps

#### 7.2.1.2.        Definition of critical intermediates

#### 7.2.1.3.        Virus safety studies (if applicable)

### 7.2.2.    Release assay development

### 7.2.3.    (preliminary) Definition of release criteria (and specifications)

### 7.2.4.    GMP Batch manufacturing

### 7.2.5.    Bulk Production

### 7.2.6.    Filling, labelling, packaging

### 7.2.7.    QC Testing and Release as clinical trial material

### 7.2.8.    GMP Batch record review

## 

## 7.3. Non-Clinical Development

### 7.3.1.    Pharmacodynamics studies

### 7.3.2.    Pharmacokinetics studies

### 7.3.3.    Safety pharmacology studies

### 7.3.4.    Toxicology studies

### 7.3.5.    Special Toxicology (e.g Repro-Tox, Geno-Tox)

## 

## 7.4. Clinical Development

### 7.4.1.    Clinical phase I studies in healthy volunteers

#### 7.4.1.1.        Legal sponsor definition

#### 7.4.1.2.        Study synopsis, protocol

#### 7.4.1.3.        ICF

#### 7.4.1.4.        Monitoring

#### 7.4.1.5.        TMF Handling

### 7.4.2.    Clinical phase II in patients showing efficacy

#### 7.4.2.1.        Management of multi-site studies

#### 7.4.2.2.        Pharmacovigilance

### 7.4.3.    (Pivotal) clinical phase III in patients showing safety & efficacy

#### 7.4.3.1.        Management of multi-site /multi-national studies

## 7.5. Regulatory Affairs

### 7.5.1.    Scientific Advices (if applicable)

### 7.5.2.    Clinical Trial Application

#### 7.5.2.1.        Documentation (IMPD, IB, study protocol, ICF, IMP release certificate, etc.)

# 8.     Definition of Milestones / Timelines

## Gantt-Chart

# 9.     Resource Planning

## Budget Planning / Controlling Sheet

## 9.1. Financial Resources

## 9.2. Infrastructure

# Appendix 1: Gantt-Chart

# Appendix 2: Financial Statement