项目编号： 密级：

**北京市朝阳区科技计划**

**项目建议书**

**项目名称：**

**所属技术领域**

**申报计划类别：**

**申报项目类别:**

**项目委托单位（甲方）：北京市朝阳区科学技术和信息化局**

**项目承担单位（乙方）：**

**起止年限： 年 月 至 年 月**

**北京市朝阳区科学技术和信息化局**

**二○○ 年 月 日**

填 写 说 明

1．建议书各项内容填写应当实事求是，用计算机打印填报（A4）,字迹工整清楚，页面保持整洁。

2．建议书中各栏大小可随内容调整，不够时，可以自行加页。

3.本建议书一式三份报送区科信局。地址：北京市朝阳区日坛北街33号。

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| 一、项目建议单位基本信息 | | | | | | | |
| 单位名称 |  | | | | | | |
| 单位地址 |  | | | | 邮政编码 | |  |
| 联系人 |  | | | | 电 话 | |  |
| 电子信箱 |  | | | | 传 真 | |  |
| 法人代表 |  | | 文化程度 |  | 电 话 | |  |
| 法人代码 |  | | | | | | |
| （注：以下内容行政事业单位可不填写） | | | | | | | |
| 主营业务 | |  | | | | | |
| 单位职工总数 | |  | | 高级职称 | |  | |
| 注册资本 | |  | | 中级职称 | |  | |
| 注册时间 | |  | | 注册地点 | |  | |
| 开户银行 | |  | | 帐 号 | |  | |
| 以下内容为上一年度末数据 | | | | | | | |
| 资产总额 | |  | | 收入总额 | |  | |
| 固定资产原值 | |  | | 主营业务收入 | |  | |
| 固定资产净值 | |  | | 其他业务收入 | |  | |
| 流动资产 | |  | | 上缴税收 | |  | |
| 负债总额 | |  | | 净利润 | |  | |
| 负债率 | |  | |  | |  | |

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| 二、项目的目的、意义和必要性 | | | | | | | | | | | | | | | | | | | | | | | |
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| 三、项目所属领域国内外研究开发现状和发展趋势 | | | | | | | | | | | | | | | | | | | | | | | |
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| 四、北京地区现有基础、特色和优势；项目前期预研综述 | | | | | | | | | | | | | | | | | | | | | | | |
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| 五、总体目标、考核指标（具有明确的考核性，含关键技术指标、经济效益指标、社会效益指标、环境改善指标等） | | | | | | | | | | | | | | | | | | | | | | | |
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| 六、项目研究开发内容（包括要解决的主要问题、解决方案、工作任务、关键技术、创新点等） | | | | | | | | | | | | | | | | | | | | | | | |
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| 七、经济、社会效益分析；推广应用前景分析；项目实施的风险分析（含市场风险、技术风险、政策风险、管理风险等） | | | | | | | | | | | | | | | | | | | | | | | |
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| 八、项目实施的组织管理措施（含参与部门的分工、组织协调措施及项目运行机制、保障措施等） | | | | | | | | | | | | | | | | | | | | | | | |
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| 九、项目的年度目标和实施计划（从立项年度1月份开始，每六个月为一个进度期） | | | | | | | | | | | | | | | | | | | | | | | |
| 年度 | 分进度目标和实施内容 | | | | | | | | | | | | | | | | | | | | | | |
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| 十、项目负责人简况 | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | 性别 | | | | | 年龄 | | | | | 学历 | | | | | 从事专业 | | | | | | 职称 | |
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| 电话 |  | | | | | 传真 | | | | |  | | | | | 邮政编码 | | | | | |  | |
| 通讯地址 |  | | | | | | | | | | | | | | | | | | | | | | |
| 电子信箱 |  | | | | | | | | | | | | | | | | | | | | | | |
| 主  要  业  绩 |  | | | | | | | | | | | | | | | | | | | | | | |
| 十一、项目主要管理人员和技术人员简况 | | | | | | | | | | | | | | | | | | | | | | | |
| 姓名 | 年龄 | | | | 学历 | | | | 职务（职称） | | | | | 从事专业 | | | | 在项目中的主要分工 | | | | | |
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| 十二、预期主要成果形式、知识产权归属与管理 | | | | | | | | | | | | | | | | | | | | | | | |
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| 十三、项目经费预算 单位：万元 | | | | | | | | | | | | | | | | | | | | | | | |
| 年度 | | | |  | | | | | | | | 经费总额 | | | | | | | |  | | | |
| 1、经费来源 | | | | | | | | | | | | | | | | | | | | | | | |
| 区财政科技经费 | | | | 其他来源 | | | | | | | | | | | | | | | | | | | |
| 市级以上拨款 | | | | | | | | 单位自筹 | | | | | 银行贷款 | | | | 其他 | | |
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| 合 计 | | | |  | | | | | | | | | | | | | | | | | | | |
| 2、项目经费支出明细： | | | | | | | | | | | | | | | | | | | | | | | |
| 设备费 | | 区科技经费 | | | | | |  | | | | | 材料费 | | | | 区科技经费 | | | |  | | |
| 其他来源 | | | | | |  | | | | | 其他来源 | | | |  | | |
| 试验  外协费 | | 区科技经费 | | | | | |  | | | | | 差旅费 | | | | 区科技经费 | | | |  | | |
| 其他来源 | | | | | |  | | | | | 其他来源 | | | |  | | |
| 会议费 | | 区科技经费 | | | | | |  | | | | | 国际合作与交流费 | | | | 区科技经费 | | | |  | | |
| 其他来源 | | | | | |  | | | | | 其他来源 | | | |  | | |
| 档案/出版/文献/信息传播/知识产权事务费 | | 区科技经费 | | | | | |  | | | | | 人员费 | | | | 区科技经费 | | | |  | | |
| 其他来源 | | | | | |  | | | | | 其他来源 | | | |  | | |
| 其他费用 | | 区科技经费 | | | | | |  | | | | | 间接经费 | | | | 区科技经费 | | | |  | | |
| 其他来源 | | | | | |  | | | | | 其他来源 | | | |  | | |
| 合 计 | |  | | | | | | | | | | | | | | | | | | | | | |
| 3、仪器设备购置费用明细：（单价在5万元以上，含5万元） | | | | | | | | | | | | | | | | | | | | | | | |
| 名 称 | | | 型 号 | | | | 数 量 | | | 金 额 | | | | | 经费来源 | | | | 购买时间 | | | | 主要用途 |
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| 4、项目实施所需的其他配套条件： | | | | | | | | | | | | | | | | | | | | | | | |
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| 十四、项目主持单位意见 | | | | | | | | | | | | | | | | | | | | | | | |
| 单位盖章 单位负责人（签字）：      年 月 日 | | | | | | | | | | | | | | | | | | | | | | | |
| 十五、区科信局意见 | | | | | | | | | | | | | | | | | | | | | | | |
| 主管局长（签字）：  年 月 日 | | | | | | | | | | | | | | | | | | | | | | | |
| 十六、附件目录 | | | | | | | | | | | | | | | | | | | | | | | |
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