## EU-GRANT: FINAL REPORT (INFORMATION PROJECT)

|  |  |
| --- | --- |
| **ORGANISATION DATA** | |
| **Organisation** | **Contact person** |
| c/o: | Phone: |
| Address: | E-mail: |
| Zip code, City: |  |

|  |
| --- |
| **EU PROJECT DATA** |
| **Project name** |
| **Project period (start and end date)** |
| **ForumCiv project number** |
| **EU project number** |
| **EU program / budget line (geographic/thematic)** |
| **Countries/region** |
| **Lead applicant** |
| **Partner organisations (list all the co-applicants of the project)** |

### 1. Summary

**Write a short summary of your project using the questions and example below. (Max 200 words)**

Klicka här för att ange text.

|  |  |
| --- | --- |
| **Questions** | **Exempel** |
| 1. Who have implemented the project? 2. When was the project implemented? 3. What was the project goal? 4. What type of activities did you do? 5. Who were your target groups? 6. What major results/changes did the project lead to? 7. Describe any major deviations from the project plan, why they occurred and how you handled them. 8. How did you follow up and evaluate your goals? | [Organisation XYZ] has together with [X number of partner organisations in …] during [project period] implemented an information project with the goal to [overall goal]. Through [examples of activities] we reached [example of target groups] The project led to [the main results]. A major deviation from the project plan was that [example of deviation, why it happened and how you handled it].  We have followed up and evaluated the project through [examples of follow up and evaluation methods]. |

### 2. Info/kom strategy

**a) What part(s) of the government’s info/kom strategy[[1]](#footnote-1) has the project contributed to?**

1. Knowledge about Swedish development cooperation, its implementation and results.

2. Knowledge dissemination and advocacy to contribute to poverty reduction and a just and sustainable global development.

3. Independent review and analysis of development cooperation and other policy areas’ contribution to a just and sustainable global development.

**b)** **Describe very briefly how the project has contributed to the government’s info/kom strategy. (Max 100 words)**

Klicka här för att ange text.

### 3. Financial report

**Fill in the table below** (If your organization has not used the entire EU grant, you should adjust the contribution from Sida/ForumCiv accordingly. The difference should be repaid to ForumCiv.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **BUDGET (EURO)** | **BUDGET (SEK)** | **OUTCOME (EURO)** | **OUTCOME (SEK)** | **DEVIATION (EURO)** | **DEVIATION (SEK)** |
| **Total project** |  |  |  |  |  |  |
| **EU grant** |  |  |  |  |  |  |
| **Total co- financing** |  |  |  |  |  |  |
| **ForumCiv / Sida contribution** |  |  |  |  |  |  |
| **Repay to Sida/ForumCiv**  **(including interest):** | | | | |  |  |

### 4. Attached documents

**Please attach the following documents:**

**A copy of your final narrative report submitted to the EU**

**A copy of your final financial report submitted to the EU**

**A certificated copy of your latest requisition to the EU**

**A certified copy of the receipt of the final payment from the EU** (Proof that the EU has approved your final report)

1. Full name: ”Strategi för informations- och kommunikationsverksamhet, inklusive genom organisationer i det civila samhället för perioden 2016-2022” [↑](#footnote-ref-1)