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| **Name of Organization** |  |
| **Date of Reporting** |  |
| **Organization’s contact information** |  |
| **Name of the Project** |  |
| **Number of the Grant** |  |
| **Implementation Period** |  |
| **Sum in EUR** |  |

1. What are the project activities? To what degree have they been achieved?

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1. Do you have a project partner? If yes, who/which organization/s? What is the value added of this partnership regarding the project?

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1. Describe all the activities carried out so far and the objectives within which they have been carried out (the description should contain 300 to 400 words).

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1. Who are the participants in the project/target groups, the beneficiaries of the project?

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1. What are the main achievements of the project so far?

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1. What are the obstacles in project implementation? What are the causes of these obstacles?

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1. How will you address the delays in order for the project implementation to continue according to initial projections?

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1. What are the budget/financial implications of these delays?

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1. What are the next steps and activities of the project?

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**- Please include additional information that is not listed above.**

**- Any comments or suggestions that would improve your project.**

**Financial Report**

Please use the Financial Reporting Form in excel format provided.

* Please include the invoice number(s) that are associated with the budget line expenditure.
* If there have been any budget changes, please mark them.
* All payments must be made directly to the account via bank transfer.