**Final Implementation Report**

**(Delete this page before submission)**

**List of documents to be uploaded to OSCar (templates available on the AFD website)**

* At the end of phase 2: The final implementation report (technical report in Word and financial report in Excel) must be submitted to AFD no later than three months after the effective project end date (or six months if there is subsequent phase). The final report covers both the project as a whole and the second phase of the project.

**CSO logo**

|  |  |
| --- | --- |
|  | **FINAL IMPLEMENTATION REPORT FOR MULTI-COUNTRY PROJECTS**  **CSO name: ……………………………….**  **Project title: ………………………**  **Agreement no.: …………………….**  **Period covered by this report: Mmm. DD, YYYY-Mmm. DD, YYYY**    **Date report written: Mmm. DD, YYYY**  **Name of person to contact if necessary (name, position, phone, email):**  **……………………………………………………………………………** |
|  |  |

**ACRONYMS AND ABBREVIATIONS**

*List all acronyms and abbreviations used in the report in alphabetical order.*

**FINAL IMPLEMENTATION REPORT**

*Use third person singular; single line spacing; space between paragraphs.*

*Follow the layout and font used (Times New Roman 11) when writing each section of this document.*

***All remarks and comments in blue must be removed before submitting this report to AFD.***

*The information provided below must be consistent with the financial information in the financial report.*

**CONTENTS**

*Each section of this implementation report template with page numbers on right.*

**I. TECHNICAL REPORT**

1. **General overview of the project (maximum 1 page)**

***The information in this section must be taken from the project transparency statement included in the NIONG and approved when the financing agreement was signed.***

* Location
* Timetable (project start and end date1) [[1]](#footnote-1)
* Background and issues
* Main partners and their roles in the project
* Main direct and indirect beneficiaries

1. **Significant changes in context and/or activities** **(1 page maximum)**

*What were the significant changes in context (political, economic, social) during the project? Did these changes have an impact on the project? If yes, how?*

*Were there any other significant changes in activities?*

1. **Project achievements**

**Maximum 2 to 4 pages per objective. The aim here is to describe progress made during the entire project**

|  |  |  |  |
| --- | --- | --- | --- |
| *Specific Objective 1*  *Indicator (target and achieved values)* | | | |
| *Outcome 1*  *Outcome indicator (target and achieved values)* | | | |
| Planned activities | Completed activities | Indicators to monitor planned activities | Indicators to monitor completed activities |

*Comments on implementation of activities and achievement of outcome 1*

|  |  |  |  |
| --- | --- | --- | --- |
| *Specific Objective 1*  *Indicator (target and achieved values)* | | | |
| *Outcome 2*  *Outcome indicator (target and achieved values)* | | | |
| Planned activities | Completed activities | Indicators to monitor planned activities | Indicators to monitor completed activities |

*Comments on implementation of activities and achievement of outcome 2*

**Use the above template for all outcomes and specific objectives**

1. **Status of partnership relationships and significant changes in partnerships**

*Assess the quality of the involvement of the main partner(s) and partnership relationship(s) throughout the project. Did the relationship between you and your partner(s) change during the project? In which areas have you and your partner(s) gained expertise?*

*If applicable, give details of any new partners identified during the project and their role in the project.*

*How has the project strengthened the skills of the local partner(s) and how can this impact be measured? Is this capacity building in line with the institutional assessment and the initial objectives of the project?*

*What kind of relationship do you and your partner(s) have with the public authorities of the country(ies) in question? How have these relationships evolved and possibly affected the project?*

1. **Other significant changes**

*If relevant, present the significant changes in project management and governance, communication, evaluation methods, Education for Citizenship and International Solidarity (ECIS) actions, etc.*

1. **Status of achievement of specific commitments**

Explain the level of achievement of any particular commitments, **if these were detailed in the financing agreement.**

1. **Project conclusions (maximum 2 pages)**

*In this paragraph, provide a qualitative analysis (main success factors, problems encountered, lessons learned).*

*Explain whether the intervention logic and methods chosen for the project were appropriate to the problem being addressed. If necessary, explain any changes (realignment, postponements, new approaches) that were made during the project (timetable, geographical areas, main partners, target groups, planned activities, etc.). Will these changes have an impact on the resources mobilized and the project budget?*

*What were the intended and unintended impacts and/or effects of the project?*

1. **Post-project outlook (maximum 1 to 2 pages)**

*Please describe any exit strategy adopted, future support for partners, intended use of materials and equipment, measures taken to ensure the sustainability and/or replication of the achievements, etc.*

*Is a new phase planned for the project?*

*If applicable, explain the capitalization actions and sustainability initiatives undertaken during the completed phases. If necessary, specify the possible changes in activities or change of strategy in terms of sustainability. Specify the outlook in terms of maintaining the momentum created after the end of this project.*

1. **COUNTRY SHEETS (maximum 3 pages per country, for multi-country project only)**

***Country sheets were submitted at project appraisal time (one country sheet per country in which the project was implemented). These sheets must be updated for this report. The country sheets provide an understanding of how the project was implemented in each country.***

**[COUNTRY]**

1. **Project achievements**

|  |  |  |  |
| --- | --- | --- | --- |
| *Specific Objective 1*  *Indicator (target and achieved values)* | | | |
| *Outcome 1*  *Outcome indicator (target and achieved values)* | | | |
| Planned activities | Completed activities | Indicators to monitor planned activities | Indicators to monitor completed activities |

*Comments on implementation of activities and achievement of outcome 1*

|  |  |  |  |
| --- | --- | --- | --- |
| *Specific Objective 1*  *Indicator (target and achieved values)* | | | |
| *Outcome 2*  *Outcome indicator (target and achieved values)* | | | |
| Planned activities | Completed activities | Indicators to monitor planned activities | Indicators to monitor completed activities |

*Comments on implementation of activities and achievement of outcome 2*

1. **Other salient points on project implementation in the country:** *General assessment of the implementation of the program of activities, changes in context that had a significant impact on the implementation of activities, notable changes in the relationship with implementing partners to be brought to AFD’s attention, etc.*

**4. Others**

*If necessary, the CSO may specify other country-specific aspects.*

1. **Appendices**

*Attach appendices that help provide a better understanding of the project:*

* *Aggregated content (below)*
* *Maps, photos*
* *Summary sheet of studies and evaluations if carried out*
* *Links to publications, etc.*

**APPENDIX: LIST OF AGGREGATED INDICATORS FOR FRENCH BILATERAL AID**

The Interministerial Committee for International Cooperation and Development (CICID) has highlighted the ongoing need to improve the effectiveness, accountability and transparency of foreign aid policy.

A grid of pre- and post-project outcome indicators for bilateral and multilateral aid is used to demonstrate this transparency. This grid that was adopted and expanded in the July 2014 Orientation and Programming Law on Development and International Solidarity Policy.

The list of bilateral aid indicators that apply to AFD was recently further refined and approved by the CICID and is detailed below. It is important that projects undertaken by French CSOs supported by AFD be taken into account and given proper recognition in terms of French aid accountability.

**In your initial NIONG, you identified the indicator(s) relevant to your project from the list provided. Please quantify these as precisely as possible in this final report by completing the table below. You may combine the figures you provided pre-project (in the NIONG) and post-project (in your final technical and financial report) with indicators for other projects supported by AFD, thereby highlighting the specific contribution from CSO projects.**

**NB: If you did not complete these indicators in your NIONG before 2019, please try to complete them retrospectively.**

**Optional depending on the nature of the project**

**Aggregated indicators for French bilateral aid, applicable to AFD and approved by the CICID**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sector classification** | **Indicator Title** | **Unit** | **Original indicator value** | **Updated indicator value** |
| **Education** | Number of girls attending elementary and high school | No. of pupils/year |  |  |
|  | Number of boys attending elementary and high school | No. of pupils/year |  |  |
| **Water and sanitation** | Number of people with a safely managed drinking water supply | No. of people |  |  |
|  | Number of people with a basic drinking water supply | No. of people |  |  |
|  | Number of people with a safely managed sanitation service | No. of people |  |  |
|  | Number of people with a basic sanitation service | No. of people |  |  |
| **Health** | Number of people receiving improved access to health care | No. of people |  |  |
|  | Number of people receiving improved social protection | No. of people |  |  |
|  | Number of women receiving improved social protection | No. of people |  |  |
|  | Project with a nutrition-related objective | Score of 0, 1, 2\* |  |  |
| **Energy** | Number of people gaining access to reliable energy services | No. of people |  |  |
|  | New renewable energy facilities installed | Megawatt |  |  |
| **Financial sector** | Number of companies (SMEs) receiving support or financing | No. of companies |  |  |
|  | Number of people accessing a local financial service | No. of people |  |  |
| **Professional training** | Capacity of vocational training programs supported by AFD | No. of females |  |  |
|  | Capacity of vocational training programs supported by AFD | No. of males |  |  |
| **Urban development** | Number of city residents and users whose quality of life has been improved | No. of people |  |  |
| **Environment and management of natural resources** | Areas benefiting from type 1 biodiversity conservation, restoration or sustainable management programs (i.e. creation, extension, improvement, sustainable financing of protected areas) | Hectares |  |  |
|  | Areas benefiting from type 2 biodiversity conservation, restoration or sustainable management programs (i.e. sustainable management of non-cultivated land, not in protected areas but with the objective of restoring and conserving the diversity of life) | Hectares |  |  |
|  | Areas benefiting from type 3 biodiversity conservation, restoration or sustainable management programs (i.e. development of cultivated or transformed land, with biodiversity conservation goals) | Hectares |  |  |
| **Rural development** | Number of family farms supported (number of beneficiary farms clearly defined) | No. of family farms |  |  |

*\*Nutrition score:*

*0: the project has no direct impact on nutrition;*

*1: the project has a direct impact on malnutrition, but nutrition is only one aspect of the project (the project is not exclusively focused on nutrition);*

*2: the project has a direct impact on malnutrition because the project specifically addresses nutrition or it is its main objective.*

**Mandatory**

**Aggregated indicators for French bilateral aid**

|  |  |  |  |
| --- | --- | --- | --- |
| **Indicator Title** | **Unit** | **Original indicator value** | **Updated indicator value** |
| **Total project beneficiaries** | No. of people |  |  |
| * Of which direct beneficiaries | No. of people |  |  |
| * Of which indirect beneficiaries | No. of people |  |  |

**Mandatory**

**Aggregated indicators specific to the CSO activity defined by SPC/DPA/OSC**

|  |  |  |  |
| --- | --- | --- | --- |
| **Indicator Title** | **Unit** | **Original indicator value** | **Updated indicator value** |
| Number of financial partnerships between you and local civil society partner(s), formal or informal (with or without onward granting) | Number |  |  |
| Number of formal or informal civil society partners reached, as planned in the project (with or without onward granting) | Number |  |  |
| Cumulative total of planned onward granting: | € |  |  |

**II. FINANCIAL REPORT**

*The Excel-based financial framework template is available on the AFD website along with instructions for completing it.*

*The financial report must be submitted at the same time as the technical report. It must be extremely accurate, meticulous and consistent.*

1. **Introduction**

*If applicable, provide a reminder of approved no-objections (ANOs) received from AFD for variances less than or greater than 20% of the overall total of each budget line item.*

*Explain any variances of less than or greater than 10% in actual expenditure under any line item when compared with the initial estimated budget for the phase (or revised budget, if applicable).*

*If applicable, provide a reminder of any new financing obtained for the project during its lifetime (donor, amount and, if applicable, the period covered by its co-financing).*

1. **Financial framework**

*The financial framework must always include all the data sent to and approved by AFD in the previous version (data from the initial financing agreement, any amendments and the no-objections approved by AFD).*

*Fill in the following tabs:*

* *Expenditure*
* *Resources*
* *Valuations*
* *HR Breakdown*
* *Country Breakdown*

1. Refer to the dates in the financing agreement. [↑](#footnote-ref-1)