# Final Project Completion Report

|  |  |
| --- | --- |
| **Project title:** | **DAC Sector (CKU):** |
| **Project number** | **Location of the project** | **Project period** |
| **CKU Member organisation** | **Contact person** | **E-mail** |
| **Local partner** |  |  |
| **Project’s total budget:DKK:** | **Funded by CKU:****DKK:** | **Own contribution + other contributions:****DKK:** |
| **Total amount spent** **DKK:** | **From CKU fund:** **DKK** | **From other sources:****DKK** |
| **Budget in Local currency:** | **Spent in Local currency:**  |
|  |

|  |
| --- |
| Please attach a final progress statement of your logical framework with an added assessment column showing the achievements of the project at output and outcome level.Has the logframe been adjusted please include the changes with ‘track changes’. Baseline data should also appear from the final logframe.  |

|  |
| --- |
| 1. Describe the most significant change (planned as well as unforeseen) the project has contributed to at *output and outcome level*.

*E.g. Change in behaviour, relationship, actions, activities, policies or practices of an individual, group, community, organization or institution.* |
| What significant change has the project brought about for who?How has the project contributed to the change achieved?What other factors if any in the context have contributed to the change?Describe any significant challenges if any in the context (including risk factors) which have influenced the project negatively? If relevant, please account for any significant adjustments made to the implementation strategy/plan along the way. Including the reason for adjustments and the effect of the change? |

|  |
| --- |
| 1. Target groups
 |
| To what extent have you managed to reach the target group(s) described in the application?

|  |
| --- |
| To a large extent  |[ ]
| To some extent |[ ]
| To a limited extent |[ ]
| Not at all |[ ]

If you have not reached or have exceeded the planned target group, please describe the reason why? Specify the target group reached below according to men, women, boys and girls:

|  |  |
| --- | --- |
| Estimated number of persons reached in the ultimate target group |  |
| Estimated number of persons reached in the primary target group |  |
| Estimated number of persons reached in the secondary target group |  |

If relevant:

|  |  |
| --- | --- |
| Number of local groups established/capacitated e.g. VSLAs, committees, self-help groups, associations, cooperatives. Please state type and number of groups. | *Example:**10 VSLA’s**1 cooperative**1 child committee**(Delete example and fill in)* |
| Number of churches and or congregations capacitated. Please state type and number.  |  |

In what way has the groups/organizations/institutions been capacitated?Please describe in what way the project has contributed to improved gender equality for the target groups. |

|  |
| --- |
| 1. Advocacy
 |
| To what extent has the project empowered right-holders to engage with duty bearers and hold them to account?

|  |
| --- |
| To a large extent  |[ ]
| To some extent |[ ]
| To a limited extent |[ ]

If relevant, please describe any advocacy initiative initiated by the target groups and the changes achieved as a result of these efforts. To what extent has the project influenced norms and practices among religious leaders and/or involved religious leaders as change agents?

|  |
| --- |
| To a large extent  |[ ]
| To some extent |[ ]
| To a limited extent |[ ]
| Not at all |[ ]

If relevant, please describe what norms and practices have been influenced and/or how religious leaders have been involved as change agents?Has the partner organization/target groups engaged in national or international networks in order to better influence a certain advocacy issue?Yes [ ] No [ ] If yes, please describe what networks have the partner organization/target groups have aligned with and the outcome of the cooperation.  |

|  |
| --- |
| 1. Sustainable development goals (SDGs)
 |
| To what extent has the project incorporated/included the SDGs?

|  |
| --- |
| To a large extent  |[ ]
| To some extent |[ ]
| To a limited extent |[ ]
| Not at all |[ ]

Please describe *what* goal(s) you have worked with and *how* (e.g. result-framework, operationalization information or advocacy)? |

|  |
| --- |
| 1. Freedom of religion and belief
 |
| To what extent has the project contributed to improved freedom of religion and belief?

|  |
| --- |
| To a large extent  |[ ]
| To some extent |[ ]
| To a limited extent |[ ]
| Not at all |[ ]

If relevant, please describe *how* the project has contributed to improved freedom of religion and belief. |

|  |
| --- |
| 1. Partnership and capacity building of the partner organization

*Capacity building may concern the partner’s legitimacy, organizational capacity, institutional sustainability and professional skills/competences.* |
| Describe how the project has strengthened your partnership.Describe how the intervention has strengthened the capacity of the partner organization? If relevant, describe how the project has contributed to engage the partner in strategic cooperation with other (private, public or civil society) actors/networks.  |

|  |
| --- |
| 1. Sustainability
 |
| To what extent and how will the changes brought about by the project continue after its completion?Describe the areas within the intervention in which it is considered difficult to achieve sustainability.  |

|  |
| --- |
| 1. Public Anchorage
 |
| How has the Danish organisation worked with public anchorage of the project/through the project? Describe how the project has been anchored in the Danish public. E.g. through volunteers or information efforts. Has the public anchorage of the organisation and development activities been strengthened through the project implementation? If yes, please describe how and why.  |

|  |
| --- |
| 1. Evaluation and learning
 |
| How has results and lessons learned been monitored/gathered and documented during project implementation and finalisation? Describe the most significant lessons you have learned as part of project implementation and how these lessons can improve potential future projects?Has the project been subject to an internal review or external evaluation? If yes, what were the main findings of the review/evaluation? (Please attach the internal review/external evaluation)For self-administering organisations: If your project is below 24 months and you have **not** submitted a status report. Please describe: *What monitoring activities have been carried out by the Danish organisation since the start of the intervention, including regular reporting/ communication and any monitoring visit?* |

|  |
| --- |
| 1. Financial control
 |
| Were the project funds spent according to the plan?List deviations between actual and budgeted use of project funds and account for the deviations. For self-administering organisations: If your project is below 24 months and you have **not** submitted a status report. Please describe: *Has the Danish organisation conducted a financial supervision of the local partner in the reporting period? What were the main findings and how have they been followed up?* |

**.........................................**

***(Date and place)***

**............................................................ ............................................................**

**(*Stamp and signature for the* (*Stamp and signature for CKU*)**

***CKU Member Organisation)***