**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 Tranche 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 Tranche). The final report covers both the project as a whole.

**CSO logo**

|  |  |
| --- | --- |
|  | **FINAL IMPLEMENTATION REPORT FOR MULTI-COUNTRY PROJECTS**  **CSO name: ……………………………….**  **Project title: ………………………**  **Agreement no.: …………………….**  Project timetable (current to date, updated if necessary since the agreement was signed) :  Tranche 1: please quote the dates DD/MM/YYYY for Tranche 1 of the project  Tranche 2: please quote the dates DD/MM/YYYY for Tranche 2 of the project  **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 and 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 (or by outcome if the project has only one specific objective). The aim here is to describe progress made during the entire project**

|  |
| --- |
| **Specific Objective 1***:* ***Take the SO from the logical framework***  *Indicators (target values and achieved values*) : |
| **Outcome 1***:* ***Take the outcomes from the logical framework***  *Indicators (target values and achieved values*) : |

|  |  |  |
| --- | --- | --- |
| **Planned activities**  ***Resume logical framework quantified activities*** | **Activities carried out at the end of the project**  ***Fill in the progress at the end of the project*** | |
| ***Ex A.1: Allocation to 2,500 farming households of agricultural inputs and seeds***  ***Ex A.2: 90 training sessions on agro-ecology and climate-smart agriculture*** | ***Ex I.1: 2,500 households received the planned supplies***  ***Ex I.2 : 80 training sessions were carried out*** | |
| ***A.1.2: XXX*** | ***I.1 : XXX***  ***I.2 : XXX*** | |
| ***A.1.3: XXX*** | ***I.1 : XXX***  ***I.2 : XXX*** | |
| *Comments on the implementation of activities and achievement of outcome 1, if necessary and summarized:* |
| **Outcome 2***:* ***Take the outcomes from the logical framework***  *Indicators (target values and achieved values*) : | | |
| ***A.2.1: XXX*** |  | |
| ***A.2.2: XXX*** |  | |
| *Comments on the implementation of activities and achievement of outcome 1, if necessary and summarized:* |  |

*Use the above template for all outcomes and specific objectives (if the project has many 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*  *Indicators (target values and achieved values) :* | |
| *Outcome 1*  *Outcome indicator (target values and achieved values)* | |
| Planned activities | Completed activities |
| *Outcome 2*  *Outcome indicator (target values and achieved values)* | |
| Planned activities | Completed activities |

*Template to be used for each outcome.*

*Comments on implementation of activities and achievement of outcome 1 in the country:*

|  |  |
| --- | --- |
| *Specific Objective 2 (if the project has more than one specific objective)*  *Indicator (target and achieved values)* | |
| *Outcome 1*  *Outcome indicator (target and achieved values)* | |
| Planned activities | Completed activities |
| *Outcome 2*  *Outcome indicator (target values and achieved values)* | |
| Planned activities | Completed activities |

*Template to be used for each outcome*

*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.*
2. **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** | **Indicator filled in at the beginning of project (ex-ante)** | **Indicator filled in at the end of project (ex-post)** |
| --- | --- | --- | --- | --- |
| **Recipients** | Number of recipients of the project | Nb of persons |  |  |
|  | Number of recipients of essential project goods and services by the project | Nb of persons |  |  |
|  | Number of recipients of the project in a crisis and/or fragile area | Nb of persons |  |  |
| **ECSI/SMA** | Number of people directly affected/sensitized by the actions (final beneficiaries) | Nb of persons |  |  |
|  | Number of people trained (all included: relays, managers, etc.) | Nb of persons |  |  |
| **Climate** | Number of people whose resilience is enhanced by the project | Nb of persons |  |  |
| **Youth** | Number of young project actors (including volunteers) | Nb of young people |  |  |
|  | Of which many young girls are project actresses | Nb of young people |  |  |
|  | Number of youth beneficiaries | Nb of young people |  |  |
|  | Number of young people included in an integral dynamic | Nb of young people |  |  |
| **Volunteering** | Number of volunteers present in the project | Nb of volunteers |  |  |
|  | Including number of French/European volunteers (VSI, VSCI, VIE ...) in the project (if info available) | Nb of volunteers |  |  |
|  | Including number of national/local volunteers in the project | Nb of volunteers |  |  |
|  | Including number of volunteers in reciprocity | Nb of volunteers |  |  |
|  | Total voluntary months (optional) | Nb of months |  |  |
| **Employment** | Number of direct full-time equivalent (FTE) jobs created or maintained through employment and self-employment support programs | Nb of FTE |  |  |
|  | Of which: number of women receiving services and employment, business start-up or self-employment programmes | Nb of FTE |  |  |
| **Agriculture/Rural Development** | Number of people in vulnerable situations supported | Personnes  (désagréger h/f) |  |  |
|  | Number of Family farms whose economic performance has improved | Family Famrs |  |  |
|  | Number of Family farms in conversion to agro-ecological systems | Number of Family Famrs |  |  |
|  | Superficie en conversion (ha) | Hectares |  |  |
|  | Number of people who have benefited from nutrition-sensitive action | Nb of persons |  |  |
|  | Of which number of women who have benefited from nutrition-sensitive action | Nb of women |  |  |
| **Education** | Number of girls attending primary and secondary school | Nb of students/pupils per year |  |  |
|  | Number of boys attending primary and secondary school | Nb of students/pupils per year |  |  |
|  | Number of education staff receiving training | Nb of persons |  |  |
| **Water and sanitation** | Number of people with a safely managed drinking water service | Nb of persons |  |  |
|  | Number of people receiving basic drinking water supply | Nb of persons |  |  |
|  | Number of people receiving safe managed sanitation service | Nb of persons |  |  |
|  | Number of people receiving basic sanitation | Nb of persons |  |  |
|  | Number of people sensitized to hygiene | Nb of persons |  |  |
| **Urban development** | Number of inhabitants and users of cities whose quality of life has been improved | Nb of persons |  |  |
| **Energy** | Number of people gaining access to sustainable electricity services | Nb of persons |  |  |
|  | New installed renewable energy capacity | Mégawatt |  |  |
|  | Number of people benefiting from an energy efficiency project | Nb of persons |  |  |
| **Environment and natural resource management** | Areas benefiting from biodiversity conservation, restoration or sustainable management programmes (protected and non-protected areas, cultivated and non-cultivated areas with a biodiversity conservation objective) | Hectares |  |  |
|  | Number of inhabitants in a territory benefiting from conservation, restoration or sustainable management of biodiversity | Nb of persons |  |  |
|  | Of which: number of women living in a territory benefiting from conservation, restoration or sustainable management of biodiversity | Nb of persons |  |  |
| **Professional Training** | Capacity of the vocational training schemes supported by AFD | Nb of girls |  |  |
|  | Capacity of the vocational training schemes supported by AFD | Nb of boys |  |  |
| **Gender** | Number of normative instruments adopted for gender equality and women’s empowerment |  |  |  |
|  | Number of women receiving specific support for their empowerment |  |  |  |
|  | Number of non-state actors developing and/or implementing their gender and climate change action plan |  |  |  |
|  | Number of civil society organizations working for women’s rights, gender equality and the transformation of gender-based social norms supported by the project |  |  |  |
| **Partnership**  **(civil society organizations)** | Number of formal and informal civil society partners involved in the project | Nb of partners |  |  |
|  | Of which number of partners funded (giving rise to financial retrocessions) | Nb of partners |  |  |
| **Governance** | Number of civil society organizations benefiting from capacity-building |  |  |  |
| **Health** | Number of people with improved access to care | Nb of persons |  |  |
|  | Number of trained health personnel | Nb of persons |  |  |
|  | Number of people with better social protection | Nb of persons |  |  |
|  | Of which many women with better social protection | Nb of persons |  |  |
|  | Project with a nutritional objective | Tag 0, 1, 2 |  |  |
| **Financial Sector** | Number of enterprises (SMEs) receiving support or funding | Nb of entreprises |  |  |
|  | Number of recipients of local financial services | Nb of persons |  |  |
| **Cultural, creative industries** | Number of beneficiaries of projects and actions cultural and creative industries (access, training, support) | Nb of persons. |  |  |
|  | Number of people whose access to cultural activities has been improved | Nb of persons |  |  |
|  | Number of people who have benefited from training, actions and employment support programmes in the CCI sector | Nb of persons. |  |  |
|  | Number of cultural infrastructures created, rehabilitated and supported | Nb infrastructures |  |  |
|  | Number of actions contributing to the establishment of normative frameworks in favour of CCI | Nb actions |  |  |

*\*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 MPN/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 Tranche 2 (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)