**End-Narrative Report Template**

1. **VARIATIONS AND AMENDMENTS**

Briefly explain any variations and/or amendments to the project from the original project workplan (whether in the implementation, activities, indicators, or outputs), and explain why you needed to make them, for example due to change in needs or in the overall situation. (Max. ½ page)

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| *Guidance for partners (only for guidance purposes, please delete this box after you add your text):*   * *Explain any variations or amendments to the original project workplan, and the reasons why you made them. This might include a discussion of how the humanitarian context has changed, changes in the needs, or other challenges or problems you had that meant the implementation plan, activities, indicators, or outputs had to be changed.* |

1. **ACTUAL PROGRESS ACHIEVED TOWARDS PLANNED RESULTS**

Briefly describe the progress in achieving the outputs and associated indicator targets, as reported separately within the data collection platform as agreed in the agreement, including practical measures taken to address age, gender and diversity considerations and increase sustainability.  (Max. ½ page)

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| *Guidance for partners (only for guidance purposes, please delete this box after you add your text):*   * *Actual results achieved against the output targets are reported within the agreed platform.* |

1. **PARTICIPATION OF AND ACCOUNTABILITY TO FORCIBLY DISPLACED AND STATELESS PERSONS**

Describe how the project has been designed to maximize accountability toward forcibly displaced and stateless persons. (Max. ½ page)

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| *Guidance for partners (only for guidance purposes, please delete this box after you add your text):*   * *How have you given forcibly displaced and stateless persons information about the organization and the project and ensured multi-channel communication during implementation? How have you made sure that this information is well-timed and accessible to everybody? How were people affected by the crisis (including vulnerable and marginalized groups) involved and consulted in the design and implementation of the overall partnership implementation?* * *Which two-way feedback/complaints mechanisms were in place for forcibly displaced and stateless persons to report cases of mismanagement, misconduct and or sexual exploitation and abuse?* * *What did the community or people think about the assistance provided? If possible, quantify beneficiary feedback (for instance "40% of consulted persons find the received support useful").* * *How were their opinions used when you made decisions? How was feedback collected, tracked, analyzed and taken into account? Did you have to make changes because of feedback you received? If so, how did you make the changes? Please give some evidence of collecting and using this feedback* |

1. **LESSONS LEARNED**

Describe any lessons learned, and how these will be applied in the next project workplan. (Max. ½ page)

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| *Guidance for partners (only for guidance purposes, please delete this box after you add your text):*   * *Describe primarily the strongest or weakest parts of the project activities, or what parts made the project successful or a failure and explain what you learned from these. Please also reflect on the lessons learned in relation to the project management, your engagement with local partners, your coordination with forcibly displaced and stateless persons, or to others engaged in the situation.* * *Partners can additionally focus on how lessons learned will be applied in future. What are suggestions for improving the design of similar projects? Based on the experiences or challenges that came up, what will the organization do the same or differently in future similar projects?* * *As a general advice for this question: frame your answers in terms of what you learned instead of describing what went well or did not go well.* |