

Final report - technical part

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29.02.2024

Final report - preparation and submission

The report consists of two parts – technical and financial

Reporting entity - Project Promoter on behalf of the consortium

Reports completed and submitted to the PO only through LSI

Project partners provide information to PP

Report template available on the PO website:
<https://www.gov.pl/web/ncbr-en/project-implementation>

Report in English

Final report - deadlines

The final report - technical part is submitted for the entire period of project implementation (all activities and all deliverables).

Deadline for submission by PP - 60 days from the date of completion of the project (deadlines for partners may be shorter).

No technical reports for 2023.

Reports in LSI - the technical part

- **Information on tasks**
- **Summary of the work performed and progress of the project**
- **Indicators**
- **Information on tasks**
- **Dissemination and promotion**
- **Risks**
- **New fields added to Final Report**

New reporting fields available in reports

Summary for publication by the Program Operator - a summary of the project results.

A brief summary of the project results. The information contained in this document may be published by the PO on the Program's website or submitted to Donors for publication, and should therefore be of sufficient quality to allow direct publication without additional editing.

The executive summary should answer the following questions:

- **Why was the project needed?**
- **What activities were implemented, products delivered, services established, etc.? Why were these activities, products and/or services important?**
- **What were the main results of the project (including any unintended outcomes)?**
- **What difference did the project make to the final beneficiaries?**
- **How did the situation improve as a result of the project?**
- **What was the significance of the project (be sure to consider the expected long-term impact)?**

Bilateral results summary: how did the bilateral partnership contribute to the project's results?

- **How the project benefited from having a Norwegian partner(s)? Were there any shared results? Did the collaboration lead to improved knowledge and understanding?**
- **Describe the main results from the bilateral level. Has the partnership(s) led to any wider effects?**
- **Are there any plans to continue the bilateral collaboration with Norwegian partner(s)?**

What level of involvement did the Norwegian partner(s) have in the project?

Will the cooperation with the donor partner(s) continue after the project is completed?

The socio-economic impact of the project.

Thank you for your attention.

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