##### **I N T E R I M R E P O R T**

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| --- | --- |
| Project no.: |  |
| Project title: |  |
| Project implementation period: |  |
| Grantee name: |  |
| Address: |  |
| Name of project coordinator: |  |
| Phone: |  |
| Email: |  |

**1. DELIVERABLES**

In this section, we would like you to describe each output (event or product) that has been realized as part of your project. Please include ALL outputs separately, when possible. **Do not copy text from the application form.**

**OUTPUT no. 1.**

|  |  |
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| **TITLE OF THE EVENT/PRODUCT:** |  |
| **Dates (in case of event):** |  |
| **Location (in case of event):** |  |
| **Description:**  *What was the purpose of this output?* |  |
| **Achievements:**  *What did you achieve with this event/product? How did it contribute to the fulfilment of the project objective set in the application?* |  |
| **Dissemination/promotion:**  ***Event:*** *How was the event promoted? List the media and include links if applicable.*  ***Product:*** *By what means did you promote and disseminate the product?* |  |
| **Target groups:**  *Which target groups were involved in this output and in what way?*  *What was the number of people within each group?*  *What was the balance in respect to V4 countries?*  *Attach attendance list/s or other proof/s of involvement/participation to the Final Report, when possible.* |  |
| **Partnership:**  *Describe each partner’s involvement in realizing this output.*  *Summarise the strong points and weak points of your partners´ involvement within this output.* |  |

**OUTPUT no. 2.**

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| --- | --- |
| **TITLE OF THE EVENT/PRODUCT:** | **Test meeting** |
| **Dates (in case of event):** |  |
| **Location (in case of event):** |  |
| **Description:**  *What was the purpose of this output?* |  |
| **Achievements:**  *What did you achieve with this event/product? How did it contribute to the fulfilment of the project objective set in the application?* |  |
| **Dissemination/promotion:**  ***Event:*** *How was the event promoted? List the media and include links if applicable.*  ***Product:*** *By what means did you promote and disseminate the product?* |  |
| **Target groups:**  *Which target groups were involved in this output and in what way?*  *What was the number of people within each group?*  *What was the balance in respect to V4 countries?*  *Attach attendance list/s or other proof/s of involvement/participation to the Final Report, when possible.* |  |
| **Partnership:**  *Describe each partner’s involvement in realizing this output.*  *Summarise the strong points and weak points of your partners´ involvement within this output.* |  |

**2. IMPLEMENTATION**

**What evaluation tools have you undertaken so far to report the progress of your project until now?**

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**How would you describe your project’s implementation at this stage? Is there anything that must be improved for the remaining part of the project?**

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**3. PARTNERSHIP**

**Is the partnership proceeding as you planned? If not, what measures did/will you take to make it work?**

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| **IVF´s evaluation: (KEEP BLANK, TO BE COMPLETED BY IVF)** | |
| Partnership: |  |
| Level of achievement of the objective specified in the application: |  |
| V4 relevance/feature: |  |
| Communication with the grantee: |  |
| Respect of the rules/deadlines/budget: |  |
| Recommendations for the next phase of the project: |  |