**EEA GRANTS 2014-2021: PROGRAMME EDUCATION**

**INSTITUTIONAL COOPERATION PROJECTS   
ADDITIONAL INTERIM REPORT**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **A. Interim Report Form – EEA grants 2014-2021** | | | | | |
| Programme: | **CZ-Education** | | Call: | X | |
| Type of project: | **INSTITUTIONAL COOPERATION PROJECTS** | | | | |
| Project number: | Klikněte nebo klepněte sem a zadejte text. | | | | |
| Project title: | Klikněte nebo klepněte sem a zadejte text. | | | | |
| Beneficiary / Project Promoter (name) | Klikněte nebo klepněte sem a zadejte text. | | | | |
| Reporting period from: | **1/8/20XX** | To: | | | Klikněte nebo klepněte sem a zadejte text. |
| Project start date: | **1/8/20XX** | Project end date: | | | **31/7/20XX** |

|  |  |  |  |
| --- | --- | --- | --- |
| **A.1. Summary of partner organisations** | | | |
|  | Name of partner | City | Country |
| 1. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| 2. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| 3. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |

|  |
| --- |
| **B. Project Implementation** |
| *Please provide a description of the overall state of play of your project: what are the achievements of the project at this stage? Are the project activities being carried out as planned? Have any of the project’s objectives been reached so far?* |
| Klikněte nebo klepněte sem a zadejte text. |
| *Please describe the activities organised by your project and the way they were carried out. Please provide detailed information in particular about the project activities that were supported from the budget category “Project management and implementation support”.* |
| Klikněte nebo klepněte sem a zadejte text. |
| *How have the project partners contributed to the project so far? Has the distribution of the tasks been adjusted since the application stage?* |
| Klikněte nebo klepněte sem a zadejte text. |
| *If relevant, please describe any difficulties you have encountered until now in managing the implementation of the project and how you and your partners have handled them.* |
| Klikněte nebo klepněte sem a zadejte text. |

|  |  |
| --- | --- |
| **B.1. Communication** | |
| *What kind of information and communication activities did your partnership carry out and through which channels?* | |
| Klikněte nebo klepněte sem a zadejte text. | |
| Project webpage: | Klikněte nebo klepněte sem a zadejte text. |
| *What communication activities are you planning to carry out by the end of the project?* | |
| Klikněte nebo klepněte sem a zadejte text. | |

|  |
| --- |
| **C. Activities** |

|  |  |  |
| --- | --- | --- |
| **C.1. Intellectual Outputs** | | |
| *Identification[[1]](#footnote-1)* | *Please describe the achievements reached by the end of the current reporting period. Highlight the results achieved since the last period.* | *What is your plan for the second half of the project period? Has the activity been adjusted since the application stage?* |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |

|  |  |  |
| --- | --- | --- |
| **C.2. Multiplier Events** | | |
| *Identification[[2]](#footnote-2)* | *Please describe the achievements reached by the end of the current reporting period. Highlight the results achieved since the last period.* | *What is your plan for the second half of the project period? Has the activity been adjusted since the application stage?* |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |

|  |  |  |
| --- | --- | --- |
| **C.3. Peer-learning activities** | | |
| *Identification[[3]](#footnote-3)* | *Please describe the achievements reached by the end of the current reporting period. Highlight the results achieved since the last period.* | *What is your plan for the second half of the project period? Has the activity been adjusted since the application stage?* |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |

|  |
| --- |
| **C.4. Transnational project meetings** |
| *Please describe the realised transnational project meeting(s) – date, location, agenda and participants (their number, roles). Are you planning to hold any other by the end of the project?* |
| Klikněte nebo klepněte sem a zadejte text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **D. Programme Indicators** | | | |
| *The project’s contribution to the achievement of the Programme Outcome 1 within the reporting period. NB: if the indicator is not relevant for your project, please fill in “not applicable”.* | | | |
| Indicator | Target set in the Grant agreement | Achievement till the end of the current reporting period | Plan till the end of the project |
| Number of institutions which applied new methods for democracy and citizenship education | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Number of institutions which applied new methods for inclusive education (including Roma inclusion) | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Number of intellectual outputs generated | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Number of peer-learning activities carried out | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |
| Number of people attending peer-learning activities | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |

|  |  |  |
| --- | --- | --- |
| **E. Budget and Project Financing** | | |
| *This section gives a detailed overview of the amount of the grant related to the activities realized so far.*  *Copy the total amount for the budget categories from the Annex(es) “Financial Accounts” (Excel table). NB: if the budget category is not relevant for your project, please fill in “not applicable”.* | | |
| **Budget category** | **Amount in EUR** | **Transfer of funds between budget categories (+/-)**  **(If relevant)** |
| Project management and implementation support / *Projektové řízení a organizace* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Transnational project meetings support / *Mezinárodní projektová setkání* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Cost of staff assigned to the project / *Mzdové náklady na tvorbu intelektuálních výstupů* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Multiplier events / *Organizace diseminačních akcí* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Travel / *Cestovní náklady* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Subsistence / *Pobytové náklady* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Special needs support / *Náklady na účastníky se specifickými potřebami* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| Exceptional costs / *Mimořádné náklady* | Klikněte nebo klepněte sem a zadejte text. **EUR** | Klikněte nebo klepněte sem a zadejte text. **EUR** |
| **Total grant** | **Klikněte nebo klepněte sem a zadejte text. EUR** | **Klikněte nebo klepněte sem a zadejte text. EUR** |
| *If relevant, please explain all the budget transfers between the budget categories in line with the budget transfer rules.* | | |
| Klikněte nebo klepněte sem a zadejte text. | | |

|  |  |
| --- | --- |
| **E.1. Payments** | |
|  | Amount |
| Maximum amount of the grant  *(see Art. 3.1. of the grant agreement)* | Klikněte nebo klepněte sem a zadejte text. **CZK** |
| Pre-financing payment 40 %  *(see Art. 5.1. of the grant agreement)* | Klikněte nebo klepněte sem a zadejte text. **CZK** |
| Amount of pre-financing payments reported as having been spent by the end of the current reporting period | Klikněte nebo klepněte sem a zadejte text. **CZK** |
| Share of the previous pre-financing payment spent  *(calculation: total amount reported as spent/pre-financing payment)* | Klikněte nebo klepněte sem a zadejte text. **%** |
| Are you requesting a further pre-financing payment? | **YES  NO** |
| Specify the requested amount  *(up to 40% of the total maximum amount set in the grant agreement)* | Klikněte nebo klepněte sem a zadejte text. **CZK** |

|  |
| --- |
| **F. Annexes** |
| *Please note that all the documents mentioned below need to be uploaded into the on-line information system together with the interim report.*  *Before submitting your report to DZS, please check that:*   * *You have annexed the Excel table(s) with realised activities;* * *If the Interim report is not signed by the legal representative of the beneficiary organisation, you have uploaded the authorisation of the person who has signed it;* * *Other supporting documents as requested in the grant agreement Annex II (e.g. in case of special needs support or exceptional costs)* |

|  |
| --- |
| **G. Declaration of Honour** |
| I, the undersigned, certify that   * the information contained in this report form and its annexes is accurate and in accordance with the facts. In particular, the financial data provided corresponds with the activities actually realised and with the funds actually paid,   and hereby declare that   * other funds than those allocated through the EEA Grants 2014-2021 Programme Education have not been used to cover the same expenditure in carrying out the Institutional cooperation project.   **If relevant, please tick:**  I, the undersigned, hereby declare that the deduction of VAT cannot be claimed. |

|  |  |  |
| --- | --- | --- |
| **Name of the legal representative** | **Date and place** | **Electronic Signature** |
| Klikněte nebo klepněte sem a zadejte text. | Klikněte nebo klepněte sem a zadejte text. |  |

1. Fill in the identification number and the title of the intellectual output according to the application form. [↑](#footnote-ref-1)
2. Fill in the identification number and the title of the multiplier event according to the application form. [↑](#footnote-ref-2)
3. Fill in the identification number of the peer-learning activity according to the application form. [↑](#footnote-ref-3)