PARTNER’S LOGO

**ANNEX VI  
 INTERMEDIATE NARRATIVE REPORT  
 SEMI-ANNUAL REPORT**

PROJECT XXXX

**SEMI-ANNNUAL REPORT**

**(10-25 pages)**

PERIOD FROM ………………………………..TO ………………………………………………..

**PARTNER**:…………………………………………………………………… **COUNTRY :**……………………………….

**CONTRACT NUMBER**  :……………………………………………………….

**START OF PROJECT**:(DD/MM/YYYY) **END OF PROJECT** : (DD/MM/YYYY)

**REPORTING PERIOD** :( MM-MM/YYYY)

**SUBMISSION DATE**: (DD/MM/YYYY)

|  |  |
| --- | --- |
| **CARRIER’S FOCAL POINT/ REPRESENTATIVE** | <LAST AND FIRST NAMES >  (Title) |
| **CARRIER’S ADDRESS** | < PO BOX… > |
| **CARRIER’S TELEPHONE NUMBER** |  |
| **CARRIER’S FAX NUMBER** |  |
| **CARRIER’S EMAIL** |  |

1. **OVERVIEW OF PILOT PROJECT**

|  |
| --- |
| **INTERVENTION :** <indicate where activities are implemented> |
| **GENERAL OBJECTIVE : <**statement of general objective according to logframe> |
| **SPECIFIC OBJECTIVE (SO) 1 :**  **OUTCOME 1.1 :**  **RESULTAT 1.2 :** |
| **SPECIFIC OBJECTIVE (SO) 2 :**  **OUTCOME 2.1 :**  **OUTCOME 2.2 :** |
|  |
| **TARGET BENEFICIARIES (***Presented by type, climate sector( UTCATF[[1]](#footnote-1), Energy, Transport, Industrial Processes, Wastes, if any ) <Indicate the expected number of participants>*  ***SEX****: [M : xxxxx ; F : xxxxx]*  ***CLIMATE SECTOR :*** *[UTCATF : xxxxx ; Energy : xxxxxx ; Transport : xxxxxx ; Industrial Processes : xxxxx ; Wastes : xxxxxx]* |

1. **INTRODUCTION**

<Describe the context of implementation during the period >

< Recall actual implementation period of activities covered by the report, recall main activities covered, recall budget used for the period, other relevant factors >

<Summary of important gains in terms of effects and products impacted by the project in the period >

<State the perspectives for the next reporting period, articulation of this report>

1. **PERFORMANCES ACHIEVED DURING THE PERIOD**

<Organize by specific objective SO1, SO2, etc….. , then by outcome O1.1, O1.2; RO.1, O2.2, etc.>

<Provide for one section on « Monitoring & evaluation and capitalization », as for the SOs,>

< Provide for one last section on « General Project management», as for the SOs, describing activities of collaboration, capacity building and management of the management team, visibility, advocacy, and lessons learned (challenges and responses proposed, etc. >

1. **Recall of activities planned for the semester**
2. **Analysis of results achieved during the semester**

* *Use the summary table (quarterly monitoring of key indicators)*
* *Briefly explain the main results achieved during this quarter; were the targets reached, and why? Describe progress achieved as compared with the previous period, and explain the evolution.*
* *What is important here is to explain how results were achieved: did you use innovative techniques, participatory approaches? How are your efforts visible within the community?*
* *Briefly describe the current involvement status of women and other vulnerable groups in the implementation of the activities described in this report;*

*Briefly describe your strategy for creating equality between men and women in the implementation of your activities and in the distribution of profits achieved;*

*How are men and women involved in the planning process of future activities concerning them (choice of beneficiaries, promoter, etc, determine the type of activities to be conducted)*

* *Briefly describe how your strategy impacts the adoption and/or mitigation in the climate sector of intervention (UTCATF, Energy, Transport, Industrial Processes, Wastes)*

1. **Next semester’s perspectives**
2. **CONCLUSION & RECOMMENDATIONS**

What can we do to improve our intervention, and what do we need to achieve this?

How can we avoid or anticipate obstacles to the process that you have detected as of today?

NB: PHOTOS

*Include photos showing the progress achieved by the program: photos that speak. Photos of beneficiaries must show them in full activity.*

1. Utilization of lands, change in land and forest allocation change [↑](#footnote-ref-1)