

Timeframe of the Project
GUIDELINES for the final report
submitted to Engagement Global – bengo

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The following guideline provide information, explanations and guiding questions designed to help you draft a final report based on eligibility for funding in the needs of the Federal Ministry for Economic Cooperation and Development (BMZ) for private German executing agencies.

The final report is – as with all applications, fund requests, amendments and interim reports – to be submitted online via the Engagement Global application portal at www.antragsportal.de, and a legally binding, signed, printed copy is to be sent by post to the Central Programme Service of Engagement Global.

You are expected to provide a succinct and informative overview of the entire project's implementation, along with an assessment of the project impacts and outcomes by comparing these with the initial status as of the application date, as well as with the planned measures and proposed expenditure. This information will then be used to assess the project's achievements along with the changes brought about by the initiated measures and their lasting impact. Furthermore, the information will be used to evaluate the degree to which the money spent meets current funding needs, including the special auxiliary provisions (BNBest-P/private executing agencies).

The final report consists of two parts:

- **Part I – an online form in the application portal** for directly entering basic data, primarily the financial report. Here you will find the data from your most recent budget and can compare this at the end of the project with the expenditure that was actually incurred.
Have your most recent budget ready to hand (application and funding contract and, if applicable, proposed amendment and amended agreement) along with the calculated amounts of your actual expenditure for the individual line items. This will make it easy for you to check whether the amounts previously entered in the application portal match the most recently approved figures. Then you can swiftly make a comparison and enter the actual expenditure.
- **Part II – the narrative report** that covers the entire course of the project and its impacts. You will find a link to the form (MS Word document) in the application portal. Ideally, the completed Word form should not exceed 15 pages (font: Arial or similar at 11 points, all margins should be 1.5 cm). Use of the form is mandatory.

These guidelines use the second person plural ('you') to address the reader. This refers to both your organisation in Germany (private executing agency) and/or your partner organisation in the project country (). Since filling out the paperwork to conclude the project, including the accounting statement, generally goes hand in hand with the project management of the, this requires close coordination.

The final report is to be drafted by the private executing agency, which, based on eligibility for funding in the contract that it signed, is accountable to Engagement Global.

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Part I – Financial report: accounting and expenditure

(web based form in application portal)

The financial report is compiled in the application portal. Please enter the relevant figures in the fields provided for this purpose. Each section must be completely filled out before the program allows you to continue with the process. It is therefore recommended that you are well prepared and have all the requisite documents ready to hand. You can save a draft anytime and continue your work later. When all required fields are filled out and all necessary attachments have been uploaded, you can print a copy to review everything before you submit your financial report.

The text form for the narrative report (Part II) can be downloaded as an MS Word document by clicking on the link above the "Title of the project" field in the application portal.

• Title of the project

The title is automatically taken from your application and cannot be changed. Please review the information entered and click on "continue" or, if there are any inconsistencies or questions, contact bengo.

• Project duration

The duration of your project is taken from your funding contract or, if applicable, from the last amending agreement and cannot be altered within the scope of the proof of use.

Please observe that any expenditure outside the approved period of time is not eligible for funding. There are only very few, clearly defined exceptions to this rule for expenditure above and beyond the project duration. This includes, for example, payment for an independent audit of the entire project after its completion, provided an application was submitted for this. If you have incurred such expenditures after the approved completion of your project, please enter here the date of the last receipt in the field provided for this purpose. If you have entered a date here that comes after the completion of your project, before you continue and make further entries you will have to provide an explanation in the appropriate field, in which you clarify the reasons why the expenditure was made subsequent to the end of your project.

• Financial report: list of expenditures

The diverse, project-specific subheadings for the individual budget categories (investments, operating expenditure, personnel costs, project liaison visits and, if applicable, evaluation/feasibility study) have been taken here from your most recent budget. The prefilled target expenditures cannot be altered. Please enter the actual expenditure incurred for each subheading (exact figures, including amounts in cents). If, contrary to the budget plan, there is no expenditure under a given heading, please enter "0.00" in order to continue.

It is possible to enter new subheadings. But please observe that adding new expenditure items requires prior approval. Without the approval of Engagement Global, these expenditures are not eligible for funding.

The sums of the individual budget categories and project expenditures will be calculated automatically based on the amounts of expenditure provided by you for the project-specific subheadings.

Deviations from the actual planned expenditures will also be automatically calculated.

Provide the amount used to cover administrative costs. Please note that amounts entered here may not exceed the agreed percentages of the actual project expenditure. In other words, if project expenditures were lower than planned, you will need to recalculate the amounts based on the approved percentages of funding. If the project expenditures were higher, however, you may only submit the amounts that were applied for and approved.

Total expenditure will automatically be calculated based on the information that you provide. Before you continue, please compare this amount with the figures that you calculated.

- **Providing explanations and submitting applications for cost overruns in excess of 30 % of the requested funds for the individual budget categories**

Any cost overrun in the individual budget categories (investments, operating expenditure, personnel costs, etc.) by more than 30 % requires prior approval by Engagement Global/the Federal Ministry for Economic Cooperation and Development (BMZ). Please carefully monitor your spending during the course of the project to ensure that such applications are well-founded and timely, in other words, made within the timeframe of the project.

Should you not notice a cost overrun until you draft your proof of use, you will retroactively have to provide reasons for this and submit an application for more funding. You can do this directly in the application portal. Here you will explain why you were unable to submit the application in a timely manner. Please note that such retroactive applications for funding are not always granted.

If in a subheading the actual expenditures exceed the planned amount by 30 % or more, you will also have to provide details in a subsequent field to justify why this was necessary.

- **Financial report: list of revenues**

As with the list of expenditures, here the amounts are also taken from your most recent budget. Please enter here the total subsidy that you have actually received from Engagement Global along with the amounts that your organisation, the and other fund providers have made available to the project (exact figures, including amounts in cents). Please take note of the following:

- The private executing agency must cover at least 10% of the expenditures with its internal funds by the private German executing agency.
- Additional available resources are funds that flow into the project, but were not included in the original planning. This might typically be interest that has accrued on the project account of the . But it could also be unanticipated donations by actors or companies during the course of the project that are specifically earmarked for the project and whose appropriate spending must be demonstrated (earmarked donations).
Additional available resources impact in reduced appropriated funding. Hence, in case of doubt, we recommend that you contact us to clarify how your revenues are to be listed. Non-allocated donations are not additional available resources. These can be spent in accordance with the intentions of your organisation, for example, to cover additional costs related to your project and for other purposes.
- Your total revenues must cover all expenditures – in other words, they must be at least as high as your total expenditures, if not higher.
- Please indicate all funding that you received from Engagement Global until the completion of your project, even if a portion of this money has already been returned. Should this be the case, inform us about this under "Other" in Part II of the final impactreport (text form).

- **Further explanations on revenues**

As agreed, you share in the financing of the project and have to cover at least 10 % of the required funding. If your own contribution ratio is less than 10%, you will be required to comment on this here.

This field will only appear if eligibility for funding that you contribute is less than 10 %.

- **Determining the unused amount of appropriated funding**

The application portal calculates the unused amount of appropriated funding based on your information and provides you with instructions on how to proceed. Of course, this amount will only be final after the final report has been reviewed.

Please note: If the unused amount of appropriated funding is determined to exceed € 500, you must promptly repay Engagement Global, including interest for the period of time from the day of the final payment onto the German bank account until the day of the reverse transfer to Engagement Global. If the reverse transfer takes place within the deadline for spending the funds, it goes without saying that no interest calculation is necessary.

If an unused amount of appropriated funding of less than € 500 is calculated, you can apply for permission to use this for further not-for-profit initiatives. For example, you can use the amount to fund measures that consolidate the project impacts in a sustainable manner. You may submit your application in the field provided for this purpose: "Application to waive reimbursement of the unused amount of appropriated funding". If you choose not to submit an application, you must repay the unused amount, plus accrued interest, to Engagement Global.

If points 2.1 and 2.2 of the special auxiliary provisions (BNBest-P/private executing agencies) apply, the application portal will indicate to you that no further action is necessary on your part.

- **Explanations**

Please confirm here, if applicable, that all requested instalments from Engagement Global have been spent within the appropriate time limit.

The deadline in Germany for expenditures within the SEPA zone (Single Euro Payments Area) is six weeks, which means that all disbursements from the German account, including transfers to the in the project country, should have occurred within six weeks after receipt of eligibility for funding on the German account.

The deadline for expenditures for foreign countries located outside the SEPA zone is four months. In other words, all disbursements must take place within four months after receipt of the appropriated funding on the German account.

Please note that this is a **shared (pro rata) financing scheme**, meaning that every expenditure consists of one part your own money and one part appropriated funding. Hence, eligibility for funding has only been completely disbursed when the proportionate amount of your own money has also been spent.

If the appropriated funding has not been transferred and/or spent within the designated period of time, please cite the reasons for this in the text field provided for this purpose. Calculate the accrued interest on the amount that was not spent within the appropriate time limit, starting from the date of receipt on the German account until the final disbursement. You may find it helpful to use the interest calculator that is linked to the application portal.

If the expenditure delay can be attributed to external project-related reasons that neither the private executing agency nor the could influence, you will have an opportunity to clarify the situation. You can

request here that Engagement Global refrain from charging interest. Please be sure to include the amount and the extension date for your request to waive interest charges.

Then indicate whether an external evaluation has been conducted and will be entered into the books. If you select “Yes”, you will have to upload the evaluation report and send a printed version along with the final report to Engagement Global.

If the project’s accounts have been audited by an independent chartered accountant and are part of the financial statement, the accountant’s report(s) (audit certificates) must be submitted along with the proof of use. Please upload these as an attachment in the application portal and, at the same time, submit them by post as original documents along with the printed report. A certificate documenting the qualifications of the chartered accountant shall also be included.

You are required to sign your report on the utilisation of funds before you submit it, so please give everything a thorough review beforehand.

• **Signatures**

Please note that the person (or persons) specified by you here is/are authorised to sign and thus must be the person(s) who provide(s) the legally binding signature on the printed proof of use. The Central Programme Service of Engagement Global will check to ensure that the person(s) who signed the printed version of the final report is/are the same individual(s) who filled out the online form.

If there were changes in personnel during the course of the project, we ask that you report these to the Central Programme Service of Engagement Global, which will make the necessary changes in the database.

• **Attachments and enclosures**

A number of project documents must be submitted along with the proof of use:

- A comprehensive narrative report (Part II)
- An exchange rate calculation (with the exception of fixed exchange rates with the euro, like the FCFA and KM)
- Receipt lists (expenditures sorted according to their positions in the budget and therein chronologically according to the date of issue. The receipt lists should contain at least the following information: receipt number, date of payment, recipient of payment, purpose of payment and amount. The expenditure amounts should be provided in the currency in which the payments were made; the corresponding amounts in euros, calculated based on the ascertained exchange rate, can be entered in an additional column)

- If an independent chartered accountant has been employed:
The original accountant's report/original audit certificate, including evidence of the chartered accountant's credentials
- If spending deadlines have been missed during the course of the project:
A calculation of the accrued interest and a confirmation of the payment of default interest
- If an unused amount of appropriated funding has to be repaid:
Enclose the interest calculation or, if applicable, a statement that the unused amount of appropriated funding has been repaid within the time limit.

If you are reporting on a first-time project (first-time applicant), the following **additional** documents must be included:

- Original receipts for **all** expenditures (receipts for all revenues must be retained and supplied upon request)
- If an independent chartered accountant was employed: you must include the original audit certificate issued by the chartered accountant, which should cover all expenditures in the project country, plus the original receipts for all expenditures not listed in the audit certificate, but incurred and accounted for within the scope of the project (such as expenditures for an authorised project liaison visit)
- Original receipts of money transfers
- Cost estimates
- Documentation of contracts awarded to service providers
- Inventory lists (for all project purchases with an individual order value of more than €410; a sample inventory list is available in the download area of the bengo website.)

You may optionally submit photos of the project. This is highly welcomed.

If necessary, Engagement Global may ask you to submit additional project documentation (for example, the project agreement between the private executing agency and the , rental agreements, personnel and service contracts, tenders, contracts, etc.)

Part II – Narrative report

(text document)

The narrative report is to be compiled in a text format. The form for the narrative report is available as a MS Word document via a link in the application portal and must be filled out separately and, after completing Part I, uploaded on the website.

The narrative report describes the project and its results in detail, along with the use of funds. The total length of Part II should not exceed 15 pages.

1. General information

The final report is a stand-alone document that should be readily understandable, even without prior knowledge of the project. A reader with no background information should be able to envision what the project is about and what information was used as a basis for compiling the report. Consequently, the main objective of the project should be briefly outlined here once again.

1.1. Project summary/project objective

In just a few lines, please briefly describe the initial situation before the project was launched. Your summary should clarify the needs of the target group(s) at the project location and specify the concrete changes that were to be achieved by the project. Please stick close to your original analysis of the problem (Part II) and the targeted objectives as you formulated them in the initial application or final proposed amendment (Part I).

If the analysis of the initial situation or relevant aspects proved not to be applicable, or significant changes were made during the course of the project that made it necessary to adapt the project planning, please provide a brief explanation.

1.2. Sources of information

Please indicate who was involved in compiling the report and what information and sources it is based upon, for example, the project's own monitoring, an evaluation, surveys, secondary sources, statistics, etc.

2. Changes (in comparison to the application)

Some projects have to be adapted due to changes in the project environment during the course of the work. As a rule, this is already explained in interim reports, along with proposals and agreements to amend the project. At this place in the proof of use, the changed circumstances should be highlighted once again with reference to the documents that have already been submitted.

2.1. Changes in the underlying conditions and the project organisation

Special focus is to be placed on changes that influenced the project planning and had – or could have had – an impact on the project's success by, for example, facilitating or hindering the sustainability of the project.

Guiding questions:

- *Have the climatic conditions changed?*
- *Has the political context changed? Have new laws been passed, and have the administrative jurisdictions changed in the partner country?*
- *Have there been changes in the health, social or other aspects of the project environment?*
- *Have personnel or structural changes occurred with the or the target group that have influenced the project management or the impact of the project?*

2.2. Plan amendments, changes to the catalogue of objectives

Under this item please explain and provide reasons for how people reacted to the changed circumstances within the scope of the project, who was substantially involved in these changes and how the amendments were ultimately implemented.

Guiding questions:

- *Have there been changes in the planned measures? Were some measures replaced by others or did some measures have to be intensified?*
- *Has the composition or size of the target group changed?*
- *Has the project region been expanded? Reduced? Diversified?*
- *Have the changes in the planned measures had an impact on the achievement of the objectives?*
- *Has it become clear during the course of the project that objectives have to be amended because they cannot be achieved as planned in the application? Have the measures perhaps been modified based on changed objectives?*

If the changes have influenced the anticipated and achieved objectives and impacts of the project, please provide a detailed explanation in Section 7, particularly with respect to the results matrix.

3. Project implementation (relevance, effectiveness and significance)

In this section, you are to report on the practical implementation of the planned measures. Please provide a transparent description here of the specific characteristics, difficulties and noteworthy successes during the undertaking.

3.1. Implementing the measures (in comparison to the application)

Here we ask you to compare – ideally with a table – the planned measures with the actually implemented measures and cite the reasons for deviations, expansions or cutbacks, for instance in a separate column. For complex situations that require longer texts, please add this information below the table.

Guiding questions:

- *Was it possible to implement the measures based on the planned costs, materials, organisation, etc. or were there difficulties here, and if so, what caused them?*
- *Were fewer or additional personnel required than what was planned?*
- *Were these selected measures, methods and cooperation partners suitable to attaining the objectives and reaching out to the target groups?*
- *During the implementation of the individual measures, did the partners achieve interim successes or encounter difficulties and, if so, how did they cope with them?*

3.2. Working relationships with other actors

Please list the organisations, state institutions and/or actors involved in the project and describe the general nature of these working relationships.

Describe the positive or negative potential of these working relationships and the associated interactions within the scope of the project.

Guiding questions:

- *Are there other actors in the region who were perhaps unknown to you when the application was submitted, and whose activities have led to, are expected to lead to, or could lead to interactions with the project?*
- *How have the planned cooperation partnerships specified in the application developed?*
- *Have additional, unexpected working relationships developed? Was it possible to utilise synergies?*
- *Have other organisations established structures that are similar to those planned in the project? If so, did these tend to be complementary or competitive? Did they benefit or disrupt the implementation of the project?*

4. Evaluation and conclusion (effectiveness and sustainability)

In this section, we ask that you look back and evaluate the project in a summary that addresses the points below. This should also include your remarks on section 7.

4.1. Cost-effectiveness

Please briefly assess whether the costs of the implemented measures, including the use of staff, were proportionate to the impact enjoyed by the recipients and the size of the target group, and whether the objectives could be achieved within the given timeframe.

4.2. Sustainability

The funded projects should be completed by the end of the requested and approved project duration in such a manner that the attained project objectives bring about a lasting improvement to the living conditions of the target group and ideally spur further positive developments. Please describe the extent to which the project impacts achieved the anticipated degree of sustainability. Pointing to clear accomplishments, evaluate to what degree you would rate the achieved changes as permanent and describe why you assume that the target group is able to sustain the positive outcomes independently and continue along the same path.

4.2.1. Structural/financial

Evaluate the viability and stability of the capacity engendered during the project so that it can be utilised over the long project duration. It is possible that new structures were created and existing ones consolidated, e.g. water task forces, village committees, self-help groups, cooperatives, institutions like schools, health clinics, training facilities, etc.

Guiding questions:

- *To what extent are the existence of institutions and their ability to function ensured even after the project has been completed?*
- *How will the acquired knowledge be passed on?*
- *Who will bear the follow-up costs (for example, personnel, repairs and maintenance costs)?*

If, contrary to expectations, the continued existence of the structures and capacity developed and/or strengthened during the project is not ensured, please describe the reasons for this and explain how you nevertheless intend to achieve this after the project has been completed.

4.2.2. Social

Please describe how the changes in the social environment brought about by the project are woven into the fabric of society, how the general acceptance of the target group manifests itself and, if possible, how the project is perceived outside the target group.

Guiding questions:

- *Is the institution/facility regularly used by the target group?*
- *Are newly acquired skills used and sought after by people in the social environment of the project?*
- *Are the water task forces, self-help groups, etc. supported and encouraged in their work by their social environment?*
- *If the project aspires to achieve outcomes at the meso and macro levels, has this already generated additional interest and been emulated by others? What is the reaction of local authorities and other state representatives?*

4.2.3. Ecological

Please describe how the measures and created structures and capacity have been made ecologically sustainable. This is particularly relevant for agricultural development projects, for the protection of natural resources and for climate protection, and for projects that can entail negative environmental impacts, e.g. wastewater and pollutants from vocational schools and processing facilities.

4.3. Reporting on needs in eligibility for funding in the contract

If needs have been imposed in eligibility for funding in the contract, please describe how they have been taken into account or implemented in the project.

4.4. Lessons learned from the project

Please describe any particular successes or challenges faced during the implementation of the project, reasons for delays, deviations from the schedule, the number of participants, etc. Which measures were particularly popular or unpopular among the target group, and which ones encountered difficulties? Were there important/less important measures or key impacts for achieving the objectives? Would further measures have been necessary that have not been planned? Viewed in hindsight, what conclusions do you draw with regard to conceptual aspects? What lessons can be learned from the project and its implementation that you would take into consideration in future projects?

5. Evaluation of the audit certificate issued by the chartered accountant

This section only has to be completed if an external, independent chartered accountant is used in the project country to audit the project's final financial statement. At the conclusion of the project, please ensure that the chartered accountant includes all required information in the audit certificate (see information on the minimum needs for the audit certificate on the bengo website).

Briefly comment on the key findings from the independent chartered accountant's report and audit certificate, document the impacts (e.g., audit objections, numerical discrepancies, reservations, recommendations) and evaluate them. If there were any specific notes or complaints from the chartered accountant, this should be commented on.

Audit certificates in English need not be translated and may be submitted to Engagement Global along with the proof of use. If the certificate is written in French, Spanish or Portuguese, the key findings – at the very least – must be translated and included in this section. Of course, you are also welcome to have the entire audit certificate translated. Certificates in other languages must be translated into German or English.

6. Additional comments

Here you can include all remarks relevant to the accounting as well as explanations or findings that were not addressed in the other sections, but are necessary to understand the report. If this is a first-time project and original documents are enclosed, you can add your notes on this here.

Please report, if applicable, on all repayments of appropriated funds not used during the project and on the repayment of the unused appropriated funds along with the interest accrued after the project's completion.

7. Achieving objectives and outcomes (relevance, effectiveness, significance and impact)

In designing your project, you established development policy objectives and processes of change that you intended to achieve or initiate. Please describe in detail here to what degree you have achieved these objectives and what led you to draw these conclusions.

7.1. Impacts matrix (comparison of objectives and effects)

The purpose of this table is to provide a brief presentation of the degree of implementation and target achievement in a clear and concise manner.

Please include in the table all information from the application: the overall objective, the project objective, the sub-objectives and all relevant indicators.

Enter the situation that was ascertained before the start of the project (e.g. the initial or "actual" situation) and the situation that you aimed to achieve by the end of the project (the "target" situation). In the "achieved situation" column, assess to what extent your objectives have been achieved.

If additional indicators were added during the project that were not designated when your application was submitted, these can be added in new rows. Please note that the main focus of the indicators is on the impact of changes on the target group(s).

7.2. Supplementary explanations of deviations from the target figure

Significant deviations from the anticipated impacts require explanations that are to be provided under this item.

If you find that the indicators specified in the application do not really reflect the intended impact, or if the objectives were too ambitious, please comment on this here.

Please describe the consequences that you have drawn from this realisation. If you consider that the objectives can be achieved at a later stage, explain what observations this assessment is based on.

Guiding questions:

- *Did the indicators need to be adjusted during the course of the project? If so, then when, why and in what context? Who was involved?*
- *Have you observed changes that you did not anticipate during the planning process, but that indicate that the intended objectives and effects have been achieved?*

- *Have other aspects emerged during the course of the project that would better measure the success of the project?*
- *Were there any difficulties in collecting data to assess/measure the indicators? Were the sources accessible as planned?*
- *Is there any indication that the designated objectives and effects of the project could not be achieved or could not be achieved to the extent planned?*

7.3. Other, in particular long-term and unexpected impacts on the direct and indirect target group (qualitative and quantitative)

It often happens that a small project engenders significant changes. A new school or a small health section can lead to the creation of a new market or settlement. If, during the course of the project or the process of gathering documentation, the reports on additional impacts that have not yet been described, we kindly invite you to present them here.

If not already included in the matrix, please describe whether the target group could be reached as planned and to what extent the target group could actually benefit from these measures. Please also note whether any initial changes in the behaviour of the target group can be observed and what effects the measures have had on the target group. If an indirect target group has been defined in the application, please include them in your remarks. If there have been unexpected or even negative outcomes, please comment on them.

If applicable, please describe to what extent the project has contributed to solving a key development policy problem faced by the target group(s), and to what extent the project can be integrated into the development objectives of the partner country and its overarching development policy goals. Reflect on whether the measures and capacity development were in line with the current level of expertise and needs of the target group.

Guiding questions:

- *Did the project spark additional changes? Which ones? What has been their impact?*
- *Have you made any observations that give reason to believe that the project could lead to further changes in the future?*
- *Are people or groups outside the direct target group interested in the capacities forged by the project? Which ones? What do they do?*

7.4. Capacity development of the and target group organisations

Please explain which new skills or lessons the partner organisation or target group has learned during the course of project. At this point, we ask that you closely examine the indicators that you have formulated in the impacts matrix and provide your conclusions.

If the project was aimed at achieving impacts at the meso and macro level, for instance, and if changes in the broader social environment, influence on national laws and their implementation and/or shaping public opinion were planned, you should point out the achievements made in these areas.

Capacity development and meso-level and macro-level impacts need to be described in detail, especially if this was the reason for granting the project an administrative costs allowance of more than 4 %. Please plausibly present the observed changes in the situation, both prior to and after the implementation of the project.

Guiding questions:

- *Has the 's staff acquired additional skills that strengthen the organisation and its work?*
- *Have the skills and capabilities of the /target group been enhanced with regards to project management or professional skills?*
- *Has the perception of the or target group changed in the broader context, and if so, to what extent?*
- *How can the acquired skills be safeguarded over the long project duration?*
- *Are there any signs of change or the potential for change in the social environment or the public sector?*

8. Information provided to the Engagement Global monitoring & evaluation system

On behalf of the BMZ, Engagement Global collects statistical data on various development programmes. Accordingly, bengo is required to provide data for statistical evaluations aimed at assessing the effectiveness of projects funded overseas. The relevant indicators listed under point 8 have been developed in close consultation with civil society.

We kindly ask you to support us by filling out the tables here to provide a fair assessment of the objectives achieved within the scope of the project.

Please ensure that this assessment is readily understandable for outsiders based on the descriptions of the project in the narrative report of the proof of use. Should your assessment be rather critical, you shall have an opportunity to provide a detailed explanation of this under point 7.2.

8.1. Personal assessment of the indicator "degree of target achievement for foreign projects"

Based on the content and comments presented in this narrative report, please evaluate to what extent the project objective has been achieved. Please use the provided table and tick the relevant category.

8.2. Personal assessment of the indicator "sustainability of the project impacts"

Please rate the statements made on the basis of point 4.2. concerning the extent to which the project addressed diverse aspects of sustainability (structural, financial, social, ecological). Use the provided table and tick the relevant ranking. If the project does not address one or more aspects of sustainability due to its approach and/or rationale, please do not tick the relevant section(s).

For questions and suggestions please contact the bengo team.