



Final reporting in the North Sea region

Katerina Staneva, INTERACT Point Qualification and Transfer

IIIB/C Project Officers' Network Meeting

Lille, 14/15 September 2006

Final vs. activity report

Activity report – progress

Final report – results and impacts of activities

What is the information used for?

- Evaluating the success of the North Sea Programme**
- Identifying common problems and solutions**
- Messaging and promotional purposes**
- Shaping future programmes**

- No redundant information collected**
- Answer the questions the programme is frequently asked**
- Specific enough to ensure high quality answers**

The report has 2 sections:

Section 1 – Financial Section

Section 2 – Activity, results and dissemination section

Part A – Project Implementation (Q.1-3)

Part B – Programme Aims (Q. 4-9)

**Part C – Programme management and
future programming period (Q.10)**

... and appendices

- Each section of the final report gives an indication about the length of the information required**

- A project summary should accompany the report – this should be no longer than 5 pages**

- The final report is submitted in 10 copies**
- Submission should follow 3 months after the project end**
- Final report check – ASAP**