**World Connect – Offline Final Report**

***Note:*** *This document is provided for you to work with local stakeholders to record responses to final report questions offline, when internet access is unavailable. All responses must eventually be entered and submitted through our online application system. In other words, you must copy/paste or otherwise transfer all responses from this document to the online final report and submit your report through the internet. World Connect’s online final report is accessible through your user account at:* [*http://www.worldconnect-us.org/submit-projects*](http://www.worldconnect-us.org/submit-projects)*.*

Instructions: Congratulations on completing your project! You are required to submit a final report to World Connect within one month of completing the project. It should be completed collaboratively by the Established Field Partner, Local Leader, and the Community Organization partnered on the project, with feedback from the local community, especially those directly participating in the project.

Project Basics

Name of Project:

Established Field Partner Name:

Local Leader Name:

Community Organization:
Country:

Grant Amount (USD):

Project Start Date:

**Projected End Date:**

**How many people directly participated in the activities of the project?**

*Direct Participants - Individuals directly participating in your project's activities*

**Female (24 and older):**

**Male (24 and older):**

**Female (18-23):**

**Male (18-23):**

**Female (6-17):**

**Male (6-17):**

**Female (0-5):**

**Male (0-5):**

**How many people have benefited indirectly from the activities of the project?**

*Indirect Beneficiaries - Individuals impacted as a result of the actions of direct participants*

\*Please do not double count the Direct Participants

**Female (24 and older):**

**Male (24 and older):**

**Female (18-23):**

**Male (18-23):**

**Female (6-17):**

**Male (6-17):**

**Female (0-5):**

**Male (0-5):**

**Please describe how individuals impacted benefited directly and indirectly from this project:**

**Project Narratives**

Instructions: Please be thorough and candid in your responses. We want to accurately tell the story of your project and use the experience and the lessons learned to inform future projects.

**Please summarize what has been accomplished to date for your project.**

**Are there any activities related to this project yet to be completed?**

**Please describe your results against each of the indicators listed below:**

**Did your project accomplish all or mostly all of its original goals? Please explain in detail the project's major successes and any setbacks it may have experienced.**

Yes No (circle one)

**In retrospect, what if anything, might have been done differently to achieve or extend the success of the project?**

**What is your plan for sustainability for this project? For example, considering where the project is at this point in time, what do you expect will remain, who will be responsible for what remains, and what ongoing costs do you foresee?**

**Describe the involvement of the key actors in the project.**

**Community Organization:**

**Local Leader:**

**Established Field Partner:**

**Community Members:**

**Other than those identified above as key actors for this project, have any unexpected leaders emerged during the project? If so, please describe how they impacted the project and how the project has impacted them. Please provide the emergent leader’s first and last name, age, marital or family status, any other special characteristics, and their contact details.**

Yes No (circle one)

**Has this project led to any additional investment by or in the affected community/ies? If so, please provide any details such as the amount of money promised or invested and by whom specifically.**

Yes No (circle one)

**Has this project let to any additional actions, activities, mobilization, group formation, or concrete plans for action by or in the affected community/ies? If so, please describe.**

Yes No (circle one)

**Did you have access to the necessary tools, resources and/or support from World Connect to design and implement a successful project? Please provide examples of the types of support and tools that would have been helpful.**

Yes No (circle one)

**Would you recommend working with World Connect to others? Please briefly explain why or why not.**

**Do you have any recommendations on how World Connect can improve its grant application, reporting process, or the support it provides to key actors?**

**Who is the best point of contact should we be able to visit in the future? Please provide this person’s full name, contact information, and primary language/s.**

**Is there anything else we should know about this project?**

**Final Report Step 3 - Project Testimonials**

Instructions: This step is very important to us, as it helps us to identify successes and challenges as it relates to the participants themselves, in their own words. Please include testimonials from both men and women, and try to speak with people who might otherwise be marginalized or not heard. Include each person's first name, last name, gender, and age. If possible, please provide a photo of the person who gave the testimonial.

**Established Field Partner Testimonial #1:**

**What is the most significant change in your life since this project started?**

**Established Field Partner Testimonial #2:**

**How has this project impacted your relationship to the community and/or the participants?**

**Local Leader Testimonial #1:**

**What is the most significant change in your life since this project started?**

**Local Leader Testimonial #2:**

**How has this project impacted your relationship to the community and/or the participants?**

**Participant #1 Testimonial:**

**What is the most significant change in your community since this project started?**

**Participant #2 Testimonial:**

**What is the most significant change in your family since this project started?**

**Participant #3 Testimonial:**

**What is the most significant change in your life since this project started?**

*\*\*Photos and videos are incredible tools to help tell the story of your project. By sharing photos with World Connect, you are consenting to allow us to use your photos on our website and in print materials and that the subjects have passively consented to their image/likeness being used in this way. Please submit photos and/or videos with your progress report.*