|  |  |  |
| --- | --- | --- |
| |  |  | | --- | --- | |  |  | |

Round Report

*A round report shall be submitted to Norec after each round of exchange. The round report presents the progress of the project so far.*

## 1. FACT SECTION

**1.1. Coordinating partner:** <name>

**1.2. Organisation 2:** <name>

<organisation 3>

<organisation 4>

**1.3. Project ID and name** <as stated in Overall Project Description >

**1.4. Exchange round**

* Round <insert round number>
* Year(s) of exchange <year(-year)>

## 2. RESULTS SECTION

* 1. **Project results**
* Describe the progress at the end of this round for each indicator in the progress column in the results framework
* Describe how the activities and participants tasks and/or assignments have contributed to progress towards the expected results.
* Describe any deviations from progress towards the expected results.
* Describe any unintended results that occurred in this round.

## 3. LEARNING IN THE EXCHANGE PROJECT

*If you did not have participants during this round, consider the resource persons when answering the questions below.*

* 1. **Participants**
* Provide a summary and/or representative examples of the participants’ roles and achievements, both at the host partner and at the home partner after their return.
* Provide a summary and/or representative examples of all the technical and soft skills shared and gained by the participants so far in the project.
* Describe how the new knowledge and competences acquired during the exchange have led to changes in the participants.
* Describe the main challenges the participants faced while on exchange, and how these were overcome.

**3.2. Partner organisations**

For each organisation in the exchange project:

* Describe your experiences with recruitment in this round, including any challenges faced to ensure diversity among the participants (such as marginalised groups).
* Describe your experiences with mentoring and supporting the participants, both professionally and socially.
* Describe how your organisation has changed or developed due to the knowledge and competences gained from the participants.
* If you have continued with activities from 2020-21 (when sending people on exchange was difficult due to Covid-19), outline how these activities contribute to the current project.
* Describe how the exchange project has contributed to the sustainable development goals.

## 4. RISK AND RISK MANAGEMENT

Describe how you mitigated the risk you encountered during implementation of the project. Your analysis must include risks related to human rights, women’s rights and equality, climate change and environment, and anti-corruption.

## 5. EXCHANGE PARTICIPANTS

**5.1. Exchange participants**

*Only applicable if you had exchange participants in this round.*

Insert the actual number of Norec participants for this round in the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number of Norec participants from** | **To coordinating partner** | **To organisation 2** | **To organisation 3** | **TOTAL** |
| Coordinating partner |  |  |  |  |
| Organisation 2 |  |  |  |  |
| Organisation 3 |  |  |  |  |
| **TOTAL** |  |  |  |  |

## 6. PARTNERSHIP COOPERATION

**6.1. Description of how the cooperation has functioned between the partners so far**

* What are the main positive effects of working together as partners?
* What are the main challenges of working together as partners?
* Evaluate the cooperation within the partnership and describe possible improvements.
* Evaluate the financial management of the partnership.

## 7. PUBLIC RELATIONS ACTIVITIES

|  |  |
| --- | --- |
|  | **Yes/No** |
| Have you mentioned Norec on your website, with a link to [www.norec.no](http://www.norec.no)? |  |
| Have you posted about the project on your website? |  |
| Have you posted about the project on social media? |  |
| Have there been articles or stories about the project in the media (newspapers, TV, radio etc.)? |  |

**Other (please specify):**

**Provide the links to relevant websites, social media or newspapers, radio or TV:**

## 8. ADDITIONAL COMMENTS

## SIGNATURE

<Date>

On behalf of <coordinating partner>

<Name>

<Chief Executive Officer>

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**ANNEXES:**

**C07 RESULTS FRAMEWORK**