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**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. Please provide short and concise information.*

## 1. FACT SECTION

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

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

<Organisation 3: name>

<Organisation 4: name>

**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. PROJECT RESULTS

With reference to your approved results framework, briefly describe the progress towards expected results:

*Click here to write*

Describe any deviations that have affected the progress towards the expected results:

*Click here to write*

Norec recognises that exchange projects frequently achieve additional results to those planned. Please describe any unintended results you have achieved:

*Click here to write*

## 3. LEARNING IN THE EXCHANGE PROJECT

* 1. **Participants**

Provide a short summary of the participants’ activities and achievements, both during and after their exchange:

*Click here to write*

Describe the new knowledge and competencies acquired by the participants:

*Click here to write*

Describe the main challenges the participants faced while on exchange, and how these were overcome:

*Click here to write*

**3.2. Partner organisations**

Describe your experiences with recruitment, mentoring and supporting the participants:

*Click here to write*

Describe briefly how the project has benefited you as partner organisations:

*Click here to write*

**3.3. Project development**

Describe briefly how your project has contributed towards the cross-cutting issues of human rights, women’s rights and equality, climate change and environment, and anti-corruption:

*Click here to write*

How has learning in this round affected your plans for the next round?

*Click here to write*

## 4. RISK AND RISK MANAGEMENT

4.1 Describe how you mitigated risks you encountered during implementation of the project. Where relevant, your analysis should include risks related to human rights, women’s rights and equality, climate change and environment, and anti-corruption:

*Click here to write*

4.2 Describe the processes you used for obtaining visas and work permits for the participants.

*Click here to write*

## 5. PARTNERSHIP COOPERATION

What are the main positive effects of working together as partners?

*Click here to write*

Describe any challenges that you have experience while working together as partners and how these have been solved:

*Click here to write*

## SIGNATURE

<Date>

On behalf of <coordinating partner>

<Name>

<Chief Executive Officer>

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**ANNEXES: FINANCIAL REPORT (C04)**

 **AUDIT REPORT**