

Annex to grant agreements, contracts and specific contracts related to activities launched using funding from the

**European Union Programme for Employment and Social Innovation "EaSI"
2014 - 2020¹**

FINAL TECHNICAL REPORT TEMPLATE

1) Title of the action:	
2) Reference number (grant agreement/contract):	

3) Main objectives:
4) policy themes:

5) Summary of the implementation of the activities²:	
Planned	Implemented
Changes	

6) Were those target groups involved ?(more than one group possible):	Yes/No
(a) national, regional and local authorities (b) employment services (c) specialist bodies provided for under Union law (d) the social partners	

¹ REGULATION (EU) No 1296/2013

² To be introduced for each key activity

(e) non-governmental organisations (f) higher education institutions and research institutes (g) experts in evaluation and in impact assessment (h) national statistical offices (i) the media (j) others	
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7) Were the following issues addressed?	Yes/No
<ul style="list-style-type: none"> - youth employment - combat long-term unemployment - fight against poverty and social exclusion - promotion of equality between women and men - promotion of a high-level of quality and sustainable employment - guarantee adequate and decent social protection - combat discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation; pay particular attention to vulnerable groups, such as young people - transnational dimension 	
<i>How were those issues addressed? (max 2000 characters)</i>	

8) Key messages
9) Conclusions
10) Policy follow-up

11) Quantitative information on outputs delivered by the action:

11.1. Analytical outputs (number of outputs, irrespective of whether they were published or not. An output produced in several languages counts as a single output)	Number of outputs
<ul style="list-style-type: none"> Newly developed and/or maintained quantitative and qualitative databases 	
<ul style="list-style-type: none"> Common methodologies, classifications, micro-simulations, indicators and benchmarks 	
<ul style="list-style-type: none"> Reports: surveys, studies, analyses and expertise 	
<ul style="list-style-type: none"> Evaluations and impact assessments 	
<ul style="list-style-type: none"> Monitoring and assessment reports on the transposition and implementation of Union law 	
Has your project implemented social policy experimentation as a method for testing and evaluating innovative solutions?	Yes/No
<i>How and to whom were the reports disseminated: target audiences (e.g. EU, national, regional or local policy-makers, socio-economic partners, etc.) and means used (e.g. printed copies, Internet, etc.)? (max 2000 characters)</i>	

11.2. Outputs related to mutual learning, awareness raising and dissemination	Number of outputs
<ul style="list-style-type: none"> Training of legal and policy practitioners 	
Total number of participants: women/men *	/
<ul style="list-style-type: none"> Exchanges of good practice, peer reviews and mutual learning events 	
Total number of participants: women/men*	
<ul style="list-style-type: none"> Conferences, seminars and other high-level events* 	
Total number of participants: women/men	
<ul style="list-style-type: none"> Guides, educational material 	
<ul style="list-style-type: none"> Information systems developed and maintained in order to exchange and disseminate information 	
<ul style="list-style-type: none"> Other information and communication actions (including those targeted to the media) 	
<i>How and to whom were the outputs disseminated: target audiences (e.g. EU, national, regional or local policy-makers, socio-economic partners, etc.) and means used (e.g. newsletters, newspapers community of practices, etc.)? (max 2000 characters)</i>	

11.3. Outputs related to capacity building and support to actors:	Number of outputs:
<ul style="list-style-type: none"> EU multilingual digital platform, and electronic exchange systems 	
<ul style="list-style-type: none"> Provision of information, counselling, placement and recruitment services 	
<ul style="list-style-type: none"> Capacity building actions for national, regional and local administrations, specialist services responsible for promoting geographical mobility, civil society organisations, social partners, microcredit providers* 	
Total number of participants: women/men	/
<ul style="list-style-type: none"> Working groups organised for national officials to monitor the implementation of Union law* 	

Total number of participants: women/men	/
<ul style="list-style-type: none"> Networking and cooperation meetings among specialist bodies and other relevant stakeholders, national, regional and local authorities and employment services at European level* 	
Total number of participants: women/men	/
<ul style="list-style-type: none"> Exchanges of personnel between national, regional and local administrations, employment services, civil society organisations, social partners, international organisations or other organisations 	
Total number of participants: women/men , <i>of which from:</i>	/
- <i>National, regional and local administrations</i>	
- <i>Employment services</i>	
- <i>Civil society organisations, including NGOs</i>	
- <i>Social partners</i>	
- <i>International organisations</i>	
- <i>Microcredit providers and investors in social enterprises</i>	
<ul style="list-style-type: none"> European-level observatories 	
<i>How and to whom were the actions disseminated: target audiences (e.g. EU, national, regional or local policy-makers, socio-economic partners, etc.) and means used (e.g. newsletters, newspapers, community of practices, etc.)? (max 2000 characters)</i>	

*** Provide the list of participants: name, sex, type of organisation, country and email addresses**

DECLARATION

I/We confirm that I/we are duly authorised to sign this declaration on behalf of the organisation named. I/We certify that the information given in this report is correct, accurate, current, and adopted or approved by the organisation for which I/we lead.

I understand that the Commission may contact me to clarify any details in this report, including providing any supplementary information as applicable. I confirm that I am authorised by my organisation for this purpose.

Title	First name	Surname
Position held in the organisation		
Signed		Date
On behalf of (organisation name):		

Annexes:

- 1) Executive summary
- 2) List of participants with their country and email addresses
- 3) Final financial report

Please submit one original and one copy of the final technical and financial reports and all of your evidence in one copy only.

Annex 1: STRUCTURE FOR EXECUTIVE SUMMARY

Beneficiaries/contractors must provide in the final activity report, or upon specific request, an executive summary regarding the results /impact achieved by the project.

The Executive summary will be published. It should be a stand-alone summary of the action and its implications. It should be concise (max 7500 characters), written in plain language and be made available to the Commission **in English** other EU languages are welcome but optional.

The executive summary must include the following:

1. Description of the action

Context and policy areas, main objectives, target group(s) and key activities and deliverables (provide also the publication and website address)

2. Conclusions:

Description of achievements, impacts and EU added value

3. Policy follow-up

Description of the policy follow-up and recommendations

Source of funding

Beneficiaries/contractors are required to acknowledge that the project has been supported by the European Union Programme for Employment and Social Innovation ("EaSI") 2014-2020. All products (publications, brochures, press releases, videos, CDs, posters and banners, and especially those associated with conferences, seminars and information campaigns) must state the following:

This (publication, conference, video, xxx) has received financial support from the European Union Programme for Employment and Social Innovation "EaSI" (2014-2020). For further information please consult: <http://ec.europa.eu/social/easi>

The European emblem must appear on every publication or other material produced. Please see:

http://ec.europa.eu/dgs/communication/services/visual_identity/pdf/use-emblem_en.pdf

Every publication must include the following:

The information contained in this publication does not necessarily reflect the official position of the European Commission.