**ANNEX 11 - FINAL TECHNICAL REPORT TEMPLATE**

**I - GENERAL INFORMATION**

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| **TITLE OF THE CALL FOR PROPOSALS** | **Concerning actions of common interest to support the Implementation of the Basic Training Programme for the European Standing Corps Category 1** |
| **Reference number of the call for proposals** | **2022/CFP/TRU/02** |
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| **Name of the grant beneficiary:** |  |
| **Grant agreement number:** |  |
| **Actions:** | **ACTION 1:** Hosting the implementation of the Basic Training for the European Standing Corps Category 1  **ACTION 2:** Providing learners with accommodation and full board for the duration of their training |
| **Start date of the actions:** |  |
| **End date of the actions:** |  |
| **Amount of the grant:** |  |

**II - INFORMATION RELATED TO THE IMPLEMENTED ACTIVITIES**

# ACTIONS SUMMARY AND UPDATE

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| Please outline the main **activities carried out** since the start of the actions and explain to what extent the results achieved contribute to the actions’ **objectives.** Please also summarise the actions’ **approach**, **innovative** aspects, the main **outputs/outcomes, lessons learnt** as well as **the actions’ contribution to call/actions’ objectives.** Also indicate any modifications that occurred after the grant was awarded (**obligatory:** *minimum 500 and maximum 1 000 words*): |
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# IMPLEMENTATION OF THE ACTIONS

Please describe how the actions were implemented, what problems or difficulties (if any) occurred, and how these were addressed. Suggestions for improvement or for sharing the information with others national administrations can be mentioned as well (**obligatory:** *minimum 500 and maximum 1 000 words for each award criterion):*

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| **Relevance of the proposal with regards to the timely implementation of the Basic Training Programme for the European Standing Corps Category 1:**  - Please explain how the activities contributed to achieving the call objectives and specific objectives of the actions. |
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| **Quality of the Action design and implementation:**  - Please indicate the main activities (phases) carried out during the actions implementation and how they led to **the main results** achieved.  - Please describe the methodology used for achieving the results as well as the how the actions addressed the target groups and innovative learning approaches.  - Provide information about quality assurance, include risks and challenges encountered and/or any changes which occurred during the implementation of the actions and the actions taken to address them.  - In the below table, please also present the implementation of activities. |
| |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Months of implementation  Activity | Feb 2023 | Mar 2023 | Apr 2023 | May 2023 | Jun 2023 | Jul 2023 | Aug  2023 | Sep  2023 | Oct 2023 | Nov  2023 | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | |
| **COST-EFFECTIVENESS:**  Please describe the actions’ financial management and cost effectiveness and provide a short summary of the budget used, including information on tasks, roles and resources allocated. If you encountered difficulties related to financial management, please indicate the type of problems and the solutions found to address them. |
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| **QUALITY and AVAILABILITY OF THE PROPOSED TECHNICAL INFRASTRUCTURE, SPECIFIC TRAINERS, TECHNICAL EQUIPMENT AND ADMINISTRATIVE AND LOGISTICAL SUPPORT**  - Please describe what has been done to ensure the proposed training infrastructure, availability of specific experts and trainers, training equipment, administrative and logistical support, and fast WIFI access in order to meet the requirements and the quality standards identified by the Agency in the Technical Requirements for the implementation of the programme and in order to make them available before the start of the modules. |
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| **QUALITY OF THE PROPOSED ACCOMMODATION AND FULL BOARD**  - Please describe what has been done to ensure the proposed accommodation, full board and administrative and logistical support to meet the quality requirements identified by the Agency in the Technical Requirements for the implementation of the programme (minimum 150 words). |
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# LIST OF PRODUCTS/OUTPUTS/DELIVERABLES/RESULTS

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| Please provide a list of all actions’ deliverables. |
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# KEY MESSAGES

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| Please summarise the key messages coming out of the actions deemed useful for the future implementation of the **Basic Training Programme for Standing Corps Category 1**. |
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# ANY OTHER INFORMATION

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| This section can be used to include any other information that is considered to be relevant for the actions or for the grant programme. This also includes suggestions for improvements for the grant programme, the management of the programme or new requirements that should be taken into account. |
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| Date: |  |
| **Name and signature of contact person of the coordinating institution:** |  |
| **Name and signature of legal representative:** |  |