|  |
| --- |
| **Final Report Summery** |

DATE：

ORGANIZATION NAME：

PROJECT NAME:

PROJECT #： KNCF202X-

SELECTED GBF TARGET(S)：

CONTACT PERSON：

PHONE #：

MAIL ADDRESS:

**１．Achievement throughout the FY**

**（１）Overviews**

|  |  |
| --- | --- |
| **Original Goal** | **Outcome** |
|  |  |

**（２）Numerical Outputs**

**（３）Contribution to Selected GBF Target(s)**

**（４）Strengthening of the Organization’s Infrustructure**

**（５）Media Exposure including online（in detail）**

**（６）**Matters to be reflected on

**２．Activity Result**

**（１）Relative change from Internal Report Outlook**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities/Tasks**  **Interim Report Outlook** |  | **202X** | | | **202X＋1** | | | **Comment** |
| **OCT** | **NOV** | **DEC** | **JAN** | **FEB** | **MAR** |
| １． | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |
| ２． | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |
| ３． | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |
| ４． | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |
| New 1 | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |  |
| New 2 | Outlook |  |  |  |  |  |  |  |
| ACTUAL |  |  |  |  |  |  |  |

Add lines as needed.

**３．Income and Expense**

**（１）Overview: major changes throughout year**

**（２）Result**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | Revised Budget | 1st Half actual | 2nd Half actul | Annual Actual |
| INCOME | KNCF　Fund |  |  |  |  |
| Other source 1 |  |  |  |  |
| Other source２ |  |  |  |  |
| Other source３ |  |  |  |  |
| Other source４ |  |  |  |  |
| Self-Finance |  |  |  |  |
| Total |  |  |  |  |
| EXP | Material & Goods |  |  |  |  |
| Field Survey & Operational |  |  |  |  |
| Meeting/management Activity |  |  |  |  |
| Personnel |  |  |  |  |
| Travelling |  |  |  |  |
| Office Cost & Others |  |  |  |  |
| Total |  |  |  |  |

Budget revision made on KNCF Management System in April or May. Should there have been no such revision, use original budget on the application.

**（３）Describe if there is a surplus.**

Note that any surplus is subject to refund, in principle.

**４．Next fiscal year plan**

**（１）In case of first or second year of multiple-year project：**

Describe plan for succeeding year(s). No response is required if next year project had been selected as grantee of KNCF program.

**（２）In case pf last year of multiple-year project or single year project：**

-Plans for continued activities and expansion to include other regions.

-Public announcement including presentations at academic conferences

**５．Other matters to report**