|  |
| --- |
| [NOME DO PROMOTOR] |
| Relatório de Execução Física |
| [Código e Nome do Projeto]  [dd/mm/aaaa (Data)] |

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Indíce de Figuras

Não foi encontrada nenhuma entrada de índice.

# identificação

|  |  |
| --- | --- |
| **Código do Projeto** |  |
| **Nome do Projeto** |  |
| **Data de início do Projeto** |  |
| **Data Fim do Projeto** |  |
| **Período de Reporte do Relatório** | 201x-xx-xx a 201x-xx-xx |
| **Nº de Relatório de Progresso** |  |
| **WebSite do Projeto** |  |
| **Promotor** |  |
| **Parceiros Nacionais** |  |
| **Parceiros Estados Doadores** |  |

# SUMÁRIO DO PROJETO E SEUS OBJETIVOS GLOBAIS

|  |
| --- |
|  |

# SUMÁRIO DOS TRABALHOS REALIZADOS DESDE O INÍCIO DO PROJETO ATÉ AO FINAL DO PERÍODO DE REPORTE DESTE RELATÓRIO

|  |
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|  |

### Listagem de Atividades do Projeto

|  |  |
| --- | --- |
| **CÓDIGO** | **NOMENCLATURA** |
| ATI1 | … |
| ATI2 | … |
| ATI3 | … |

### Descrição Detalhada das Atividades

|  |  |
| --- | --- |
| ATI1: … | |
| **DATA PREVISTA DE INÍCIO** |  |
| **DATA PREVISTA DE FIM** |  |
| **DATA DE INICIO EFETIVA** |  |
| **DATA DE FIM EFETIVA** |  |

|  |
| --- |
| Objetivos - Atingidos |
|  |
|  |
|  |

|  |  |
| --- | --- |
| DESCRIÇÃO DAS TAREFAS | |
| T1.1. |  |
| T1.2. |  |
| T1.3. |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **ENTREGÁVEIS** | **Descrição** | **Data Prevista** | **Data Efetiva** |
| D1.1. |  |  |  |
| D1.2. |  |  |  |
| D1.3. |  |  |  |

### Milestones Trimestrais

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MS# | Trim | Descrição | Data PREVISTA | dATA EFETIVA |
| MS1 | 1.º Trim |  |  |  |
| MS2 | 2.º Trim |  |  |  |
| MS3 | 3.º Trim |  |  |  |
| … |  |  |  |  |

# Riscos do Projeto

|  |
| --- |
| Descrição dos potenciais riscos na implementação do projeto e respetivas medidas de mitigação. |

|  |  |  |  |
| --- | --- | --- | --- |
| Risco n.º | Descrição do Risco | ATI# | Medidas de mitigação |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# 

# Cronograma de Execução

|  |
| --- |
| Anexar ficheiro preenchido de acordo com o modelo apresentado em sede de candidatura (versão atual) |

# INDICADORES do Projeto

**INDICADORES DE RESULTADO**

|  |  |  |  |
| --- | --- | --- | --- |
| DESCRIÇÃO DO INDICADOR | UNIDADE DE MEDIDA | QUANTIDADE PREVISTA | QUANTIDADE REALIZADA |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**INDICADORES DE REALIZAÇÃO DO PROJETO**

|  |  |  |  |
| --- | --- | --- | --- |
| DESCRIÇÃO DO INDICADOR | UNIDADE DE MEDIDA | QUANTIDADE PREVISTA | QUANTIDADE REALIZADA |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# CRIAÇÃO DE POSTOS DE TRABALHO

|  |  |  |
| --- | --- | --- |
|  | MASCULINO | FEMININO |
| **Nº. Postos de Trabalho criados na fase de implementação do projeto** |  |  |

# Promoção e Divulgação dos Resultados

|  |  |  |  |
| --- | --- | --- | --- |
|  | Número de Ações 1º Semestre | Número de Ações 2º Semestre | Número de Ações 3º Semestre |
| Organização de conferência |  |  |  |
| Organização de Workshop |  |  |  |
| Demonstrações públicas de protótipos, linhas piloto |  |  |  |
| Press-Release |  |  |  |
| Publicações não científicas |  |  |  |
| Publicações científicas |  |  |  |
| Participação em Feiras e Exposições |  |  |  |
| Flyers |  |  |  |
| Web Site |  |  |  |
| Participação em Conferências |  |  |  |
| Participação em Workshops |  |  |  |
| Participação em Brokerage Events |  |  |  |
| Outros: Poster |  |  |  |

Anexar dossier digital de comunicação.

# Relatório final

|  |
| --- |
| Caso se trate do Relatório Final deve preencher esta parte em Inglês. |

# Project results

|  |
| --- |
| Results summary  [text, less than 2500 characters]  First, explain why the project was needed (describe the challenges the project set out to address).  Second, give a short summary of what you did in the project (which activities were implemented, products were delivered, services were established, etc.). Why were these activities, products and/or services, etc. important?  Third, describe the main results of the project, including any unintended results. What difference has the project made for its end beneficiaries? How has the situation improved as a result of the project? Use facts and figures to support your explanation.  Finally, explain what the importance of the project has been (why does it matter that it achieved its results/was successful), making sure to consider the expected long-term impact.  *Tips:*  *Aim to write the summary as clearly as possible. Things to keep in mind:*  • *Avoid jargon, technical terms and abbreviations. Keep your sentences short and to the point. The summaries will be published publicly and should be understandable to the general public.*  o *Don’t: “The project explored* ***how to implement the provision of fundamental services to involuntary undomiciled individuals.****”*  o *Do: “The project explored how* ***to provide health care and other social services to homeless people.****”*  • *Avoid passive sentences wherever possible. Be direct.*   * *Don´t: “****A study was conducted****”* * *Do: “The project* ***includes a study****” or “****We conducted*** *a study”*   **Good practice** Yes/No  *A “good practice" project is a project that fulfils at least one of the following criteria:*   * *has contributed to significant changes for the end beneficiaries* * *has used innovative methods* * *has won an award* |

|  |
| --- |
| To what extent are the positive effects of the project likely to continue after the funding period? [Single choice]  not likely to continue beyond the funding period (e.g. continued funding is not foreseen, or the project's results are not sustainable for other reasons)  are likely to continue beyond the funding period  are sustainable and will continue beyond the funding period |

Bilateral results summary

|  |
| --- |
| (only if there is at least one donor project partner registered)  [text – less than 2000 characters]  *Provide a short summary of how the project benefitted from having a donor project partner: what difference having a bilateral partner did make? Why was it important to have a donor project partner in the project?*  *Describe the main results from a bilateral level (were there any shared results, did the collaboration lead to improve knowledge and understanding, has the partnership(s) led to any wider effects?)*  *Finally, please explain if there any plans to continue the bilateral collaboration? Tips:*  *Aim to write the summary as clearly as possible. Things to keep in mind:*  • *Avoid jargon, technical terms and abbreviations. Keep your sentences short and to the point. The summaries will be published publicly and should be understandable to the general public.*  o *Don’t: “The project explores* ***how to implement the provision of fundamental services to involuntary undomiciled individuals.****”*  o *Do: “The project explores how* ***to provide health care and other social services to homeless people.****”*  • *Avoid passive sentences wherever possible. Be direct.*  o *Don´t: “****A study will be conducted****”*  o *Do: “The project* ***includes a study****” or “****We will conduct*** *a study”* |

|  |
| --- |
| How did the project contribute to strengthening bilateral relations?  (only if there is at least one donor project partner registered)  Multiple choice  Achieved shared results (e.g. solved a particular issue through sharing experience, knowledge, know-how or working together for joint results)  Improved knowledge and mutual understanding developed between entities involved  The bilateral collaboration generated broader interest in our project from our stakeholders  The bilateral collaboration had wider effects beyond the project (e.g. our results are being used in other contexts, or we are working together on other issues now)  The bilateral collaboration extended to the regional and/or European level (towards EU and its institutions)  The bilateral collaboration led to increased visibility (e.g. media coverage in connection with bilateral activity)  Other |

|  |
| --- |
| What level of involvement did the donor project partner(s) have in the project?  (only if there is at least one donor project partner registered)  [Multiple choice list – if multiple donor project partners provide the overall perspective]  Attended events in our project  Contributed with presentations and/or input to events  Provided capacity building in our project (in the form of training, etc.)  Worked with us to find common solutions to shared challenges in the project  Other |

|  |
| --- |
| Will the cooperation with the donor partner(s) continue after the project is completed? [  (only if there is at least one donor project partner registered)  Single choice list – if multiple donor project partners provide the overall perspective]  Yes, a formal cooperation agreement is in place  Yes, continued cooperation is planned  Contact may continue, but no concrete plans for cooperation to date  No, the cooperation will not continue |

# Anexos