



Version 10 | 9 Oct. 2018

## Draft Template Final Report

Deadline Final Report: DD MM YYYY | HH:MM

**Attention Please !!!**  
This is a preliminary draft in progress which will be implemented in an online tool (PT-Monitoring).  
This document is technically not for reporting purposes.  
You will be informed soonest about the final structure of your reports.

Project	
ID	
Acronym	
Full Project Title	
Run Time	[Number of month]
Starting Date - End Date	Month, Year – Month, Year
Reporting Period	[MM.YYYY] to [MM.YYYY]

Coordinating Institution	
Abbreviation	
Full Name	
Legal representative	
Country	

Project Coordinator	
Project Coordinator (PC)	[Ms/Mr   Title     FAMILY NAME   PRE-NAME   OTHER NAMES]
Phone PC	[Country code + phone number]
Mobile PC	[Country code + mobile number]
E-Mail PC	
Project Website	[Address]

Principal Investigator	
Principal Investigator (PI)	[Ms/Mr   Title     FAMILY NAME   PRE-NAME   OTHER NAMES]
Phone PI	[Country code + phone number]
Mobile PI	[Country code + mobile number]
E-Mail PI	
Project Website	[Address]

Project Partner			
Institution	Country	Funder	Funder's Country
[Abbreviation & Full Name]		[Abbreviation & Full Name]	



## 1. General information

	Yes/No	Further Information
Have all project partners received the entitled funds from their national funding party?		Comments, if No:
Has the project achieved the expected results fully/partially or not ?		Comments, if No:
How did you addressed gender issues in the project and with it's output?		
How did you addressed the inclusion of women in the project related activities?		
How did you addressed women with the project output?		

## 2. Update Publishable Summary [max. 400 Words]

### A

This section must be of suitable quality to enable direct publication by the common call management.

The publishable summary should be based on the projects summary that has been prepared for the kick-off and mid-term meeting and should include updates of all the distinct parts described below:

- A summary description of project context and objectives,
- A description of the work performed since the beginning of the project and the main results achieved,
- The final results and their potential impact and use (including the socio-economic , environmental and political impact and the wider societal implications of the project so far), in relation with the Theory of Change and Impact Pathway Strategy,
- The address of the project public website, if applicable.
- Relevant contact details and list of partners

### B

Upload of a project poster to include diagrams or photographs illustrating and promoting the work of the project, as well as relevant contact details and list of partners.

Format for "Success Stories"



### 3. Results and Progress towards Outcomes [max. 700 words]

Please report on all progress that has been achieved during the past project period. The Research Impact Pathway (IP) and Theory of Change (ToC), in particular the underlying assumptions, need to be specified and revisited with respect to the current context and/or status of the project.

#### 3 a. Progress [max. 1050 words]

- Describe what progress has been achieved (400 words):
  - Provide a narrative elaboration on preliminary research findings, towards the specific objectives of your proposal and the – for your research relevant – foci of the call;
  - Please report on progress on findings with regard to answering the central research question(s);
  - Elaborate on adjustments to the original set-up of activities if needed;
  - Reflect on the most important successes, setbacks and lessons learned.
- Please give a general outline on how activities for Research Uptake as well as co-creation processes have contributed to increased output, outcome and impact. Please refer to the four strands of Research Uptake as presented during the kick-off meeting: i. Stakeholder Engagement; ii. Capacity Building; iii. Communication; iv. Monitoring & Evaluating of Uptake. (400 words)
- Reflect on successes and challenges in research uptake as well as co-creation processes. What are the most important lessons learned? (250 words)



### 3 b. Impact Pathway and Project's Indicators

Please provide a short elaboration on the progress that has been achieved for each indicator. Please highlight changes or additions to your Impact Pathway diagram (compared to the version in your application) and motivate in the main report.

Problem to be addressed	Working hypothesis for a solution	Research Outputs	Link to publication	Indicators	Progress (per indicator)	Research Outcomes	Indicators	Progress (per indicator)	Scientific and Socioeconomic Impact	Recommendation for upscaling	Topics still to be addressed (the knowledge gaps)



## 4. Further Topics

	Max 200 words each
How do you refer to the National Development Plans of the countries involved in your research?	
Which policy relevance is embedded in your research?	
How would you like to see your results being communicated to policy makers and which policy makers?	
How did you develop interactions with other LEAP-Agri projects in relation to the cluster approach.	
How did you develop interactions with other "Non LEAP-Agri" projects related to similar topics in your countries	
How do you perceive the collaboration with your funding agencies	
How do you perceive the collaboration with the LEAP-Agri consortium as a whole?	



## 5. Dissemination Actions

Please describe and indicate below all the dissemination actions and its type by all the project partners during the project period

Dissemination action	Responsibilities & Task(s) & Date	Media	Languages	Type/size of audience	Dissemination level	Intended Outcome
[short description 100 words	<ol style="list-style-type: none"> <li>Responsible Partner(s) [Ms/Mr   Title     FAMILY NAME   PRE- NAME   OTHER NAMES]</li> <li>Task(s) [No. and Title]</li> <li>Date</li> </ol>	<p><b>Options (Check-Boxes):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Project web site</li> <li><input type="checkbox"/> Partners website</li> <li><input type="checkbox"/> Social media</li> <li><input type="checkbox"/> Leaflet</li> <li><input type="checkbox"/> Newsletter/ Brochure</li> <li><input type="checkbox"/> Press-release</li> <li><input type="checkbox"/> Poster</li> <li><input type="checkbox"/> Data bases</li> <li><input type="checkbox"/> Conference/ seminars / workshops</li> <li><input type="checkbox"/> Radio and/or television</li> <li><input type="checkbox"/> Farmers field sessions</li> <li><input type="checkbox"/> Focus groups discussions</li> <li><input type="checkbox"/> Institutionalisation of communication [please describe; 100 words]</li> <li><input type="checkbox"/> Other/Comments: [please describe; 100 words]</li> </ul>		<p><b>Options (Check - Boxes):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Farmers</li> <li><input type="checkbox"/> Researchers</li> <li><input type="checkbox"/> Private sector</li> <li><input type="checkbox"/> NGOs</li> <li><input type="checkbox"/> Government actors</li> </ul> <p>Number of the audience per category [Number]</p>	<p><b>Options (Check - Boxes):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Local</li> <li><input type="checkbox"/> National</li> <li><input type="checkbox"/> Sub-Regional</li> <li><input type="checkbox"/> Bi-regional (Africa-Europe)</li> <li><input type="checkbox"/> Global</li> </ul>	



## 6. Dissemination of Scientific/Technical Literature

Please list publications derived from your project, including those in preparation, in review and in press.

<b>Authors</b>  (Ms/Mr   FAMILY NAME, Pre-Name, Other Names)	<b>Date of Submission</b>	<b>Date of Publication</b>	<b>Name of the Journal</b>	<b>Title of Publication</b>	<b>Indicate whether non-refereed or peer-reviewed</b>	<b>Open access yes/no</b>  (if yes provide link)	<b>Indicate if the journal features impact factor, indexing or abstracts</b>

Note: A copies of the published papers should be attached to the reports and letters of acceptance for publication should be attached for the manuscripts under publication (in press). In addition, all publications should include acknowledgement for the LEAP-Agri funding agencies and the individual funding agencies of your project in particular.



## 7. Dissemination of Scientific and Innovation Products

Please indicate significant external interactions in the project, technology transfer and other outcomes in the project.

Exploitable knowledge, Innovation and/or Inventions	Sectors of Application / Beneficiaries	Timetable for Commercial Use	Patents or other IPR Protection	Owner & other Partners involved

## 8. Budget

Totals of the Project Budget:	[Name Funder 1 from drop-down menu] €	[Name Funder 2] €	[Name Funder 3] €	[Name Funder 4] €	[Name Funder 5] €
1. Employment costs					
2. Research costs					
3. Travel and meeting costs					
4. LEAP-Agri kick-off, mid-term and final meetings					
5. Knowledge Sharing and Research Uptake costs					
6. Overheads					
7. Other costs					
8. Total project costs					





## 9. Addressing SDGs

Options (Click-Boxes) in the yellow cells in the column "Your Project":

0	=	no information
1	=	Poorly covered
2	=	Adequately covered
3	=	Excellent covered

SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
<b>Food Security, Nutrition &amp; Poverty Reduction</b>						<b>xx</b>	<b>14</b>	
SDG 1	End poverty in all its forms everywhere	1.4	1. Food Security, Nutrition & Poverty Reduction	By 2030, ensure that all men and women, in particular the poor and the vulnerable, have equal rights to economic resources, as well as access to basic services, ownership and control over land and other forms of property, inheritance, natural resources, appropriate new technology and financial services, including microfinance	Does your Project: > take into consideration the financial and time constraints of the target population? > consider issues of applicability by the target population? > take into consideration agricultural risk of the target population, and measures for mitigation and reduction? > increasing the food supply of the target population? improving the diet of the target population? > contribute to increase the food safety? respecting the food preferences of the target population? > improve the access of children to food? (provided this is the specific objective of the project) > improve the food storage and		3	
		1.5	1. Food Security, Nutrition & Poverty Reduction	By 2030, build the resilience of the poor and those in vulnerable situations and reduce their exposure and vulnerability to climate-related extreme events and other economic, social and environmental shocks and disasters			3	
SDG 2	End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.1	1. Food Security, Nutrition & Poverty Reduction	By 2030, end hunger and ensure access by all people, in particular the poor and people in vulnerable situations, including infants, to safe, nutritious and sufficient food all year round			3	
		2.2	1. Food Security, Nutrition & Poverty Reduction	By 2030, end all forms of malnutrition, including achieving, by 2025, the internationally agreed targets on stunting and wasting in children under 5 years of age, and address the nutritional needs of adolescent girls, pregnant and lactating women and older persons			3	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
		2.5	1. Food Security, Nutrition & Poverty Reduction	By 2020, maintain the genetic diversity of seeds, cultivated plants and farmed and domesticated animals and their related wild species, including through soundly managed and diversified seed and plant banks at the national, regional and international levels, and promote access to and fair and equitable sharing of benefits arising from the utilization of genetic resources and associated traditional knowledge, as internationally agreed	conservation facilities? (provided this is the specific objective of the project)  > German National Sustainable Development Strategy: Organic Farming is named as an indicator for implementation of SDG 2.		0	
		3.2	1. Food Security, Nutrition & Poverty Reduction	By 2030, end preventable deaths of newborns and children under 5 years of age, with all countries aiming to reduce neonatal mortality to at least as low as 12 per 1,000 live births and under-5 mortality to at least as low as 25 per 1,000 live births			2	
<b>Income Generation</b>						xx	12	
SDG 2	End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.3	2. Income Generation	By 2030, double the agricultural productivity and incomes of small-scale food producers, in particular women, indigenous peoples, family farmers, pastoralists and fishers, including through secure and equal access to land, other productive resources and inputs, knowledge, financial services, markets and opportunities for value addition and non-farm employment	Does your project address: >Local knowledge /innovations and the active participation local innovators ? >Potential to adaptation in local conditions? >Simplicity to understand and implement?  > Economic viability, enhancing total farm productivity and stability, the formation of capital?		3	
SDG 2	End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.4	2. Income Generation	By 2030, ensure sustainable food production systems and implement resilient agricultural practices that increase productivity and production, that help maintain ecosystems, that strengthen capacity for adaptation to climate change, extreme weather, drought, flooding and other disasters and that progressively improve land and soil quality			3	
SDG 2	End hunger, achieve food security and improved nutrition and	2.c	2. Income Generation	Adopt measures to ensure the proper functioning of food commodity markets and their derivatives and facilitate timely access to market information, including on food reserves, in order to help limit extreme food price volatility			2	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
	promote sustainable agriculture							
SDG 8	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	8.6	2. Income Generation	By 2020, substantially reduce the proportion of youth not in employment, education or training			1	
SDG 9	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	9.b	2. Income Generation	Support domestic technology development, research and innovation in developing countries, including by ensuring a conducive policy environment for, inter alia, industrial diversification and value addition to commodities			3	
		9.3	2. Income Generation	Increase the access of small-scale industrial and other enterprises, in particular in developing countries, to financial services, including affordable credit, and their integration into value chains and markets			3	
<b>Natural Resources</b>						xx	9	
SDG 7	Ensure access to affordable, reliable, sustainable and modern energy for all	7.3	3. Natural Resources	By 2030, double the global rate of improvement in energy efficiency	German National Sustainable Development Strategy: Energy-productivity		2	
SDG 12	Ensure sustainable consumption and	12.3	3. Natural Resources	By 2030, halve per capita global food waste at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses			3	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
	production patterns	12.4	3. Natural Resources	By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment	German National Sustainable Development Strategy: i.e. pollution through phosphate and nitrate		3	
SDG 13	Take urgent action to combat climate change and its impacts	13.1	3. Natural Resources	Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries			1	
SDG 15	Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss	15.2	3. Natural Resources	By 2020, promote the implementation of sustainable management of all types of forests, halt deforestation, restore degraded forests and substantially increase afforestation and reforestation globally	German National Sustainable Development Strategy: Speciesdiversity and Quality of landscape		0	
		15.3	3. Natural Resources	By 2030, combat desertification, restore degraded land and soil, including land affected by desertification, drought and floods, and strive to achieve a land degradation-neutral world			0	
<b>Knowledge &amp; Capacity Development</b>						xx	9	
SDG 4	Ensure inclusive and equitable quality	4.4	Knowledge & Capacity Development	By 2030, substantially increase the number of youth and adults who have relevant skills, including technical and vocational skills, for employment, decent jobs and entrepreneurship	Agricultural Innovation System AIS: An innovation system is a network of organizations and individuals bringing new products and new		1	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
	education and promote lifelong learning opportunities for all	4.7	Knowledge & Capacity Development	By 2030, ensure that all learners acquire the knowledge and skills needed to promote sustainable development, including, among others, through education for sustainable development and sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development	processes into economic use. Locating agricultural research within an innovation system is a means of heightening the performance of research systems through improved articulation with demand, more effective institutional partnerships and better market integration.		3	
SDG 5	Achieve gender equality and empower all women and girls	5.1	Knowledge & Capacity Development	End all forms of discrimination against all women and girls everywhere	Have the situational review and the socio-economic analysis captured any differences existing in the roles and needs of women and men members of the community? Does the project explicitly refer to women and men in project objectives?		1	
SDG 6	Ensure availability and sustainable management of water and sanitation for all	6a	Knowledge & Capacity Development	By 2030, expand international cooperation and capacity-building support to developing countries in water- and sanitation-related activities and programmes, including water harvesting, desalination, water efficiency, wastewater treatment, recycling and reuse technologies			0	
SDG 9	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	9.c	Strategic Alliances,	Significantly increase access to information and communications technology and strive to provide universal and affordable access to the Internet in least developed countries by 2020			2	
SDG 12	Ensure sustainable consumption and production patterns	12.8	Knowledge & Capacity Development	By 2030, ensure that people everywhere have the relevant information and awareness for sustainable development and lifestyles in harmony with nature	The Paris Declaration on Aid Effectiveness (2005) -Ownership: Developing countries set their own strategies for poverty reduction, improve their institutions and tackle corruption.		2	
SDG 13	Take urgent action to combat climate change	13.3	Knowledge & Capacity Development	Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning			0	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
	and its impacts							
<b>Strategic Alliances</b>						<b>xx</b>	<b>14</b>	
SDG 12	Ensure sustainable consumption and production patterns	12.a	Strategic Alliances,	Support developing countries to strengthen their scientific and technological capacity to move towards more sustainable patterns of consumption and production	Does the project plan a baseline study built on already existing results considering lessons learnt?  Are key local stakeholders on all levels actively and effectively involved throughout the research process?		3	
SDG 17	Strengthen the means of implementation and revitalize the global partnership for sustainable development	17.7	Strategic Alliances,	Promote the development, transfer, dissemination and diffusion of environmentally sound technologies to developing countries on favourable terms, including on concessional and preferential terms, as mutually agreed	Are adequate activities, deliverables and mechanisms planned to effectively translate research results into policy and practice at the relevant levels?  Is the project's pathway to impact grounded in sound and realistic assumptions with regard to social, economic and environmental circumstances in the target countries?		3	
		17.15	Strategic Alliances,	Respect each country's policy space and leadership to establish and implement policies for poverty eradication and sustainable development	DECLARATION OF THE WORLD SUMMIT ON FOOD SECURITY, 2009 Principle 1: Invest in country-owned plans, aimed at channelling resources to well designed and results-based programmes and partnerships to well designed and results-based programmes and partnerships.		3	
		17.16	Strategic Alliances,	Enhance the global partnership for sustainable development, complemented by multi-stakeholder partnerships that mobilize and share knowledge, expertise, technology and financial resources, to support the achievement of the sustainable development goals in all countries, in particular developing countries			2	



SDG	Title	#	Category	Goal	Comments	Your Project	Focus of this Call	Note for your project, how you meet these objectives
		17.19	Strategic Alliances,	By 2030, build on existing initiatives to develop measurements of progress on sustainable development that complement gross domestic product, and support statistical capacity-building in developing countries	The Paris Declaration on Aid Effectiveness (2005) -Ownership: Developing countries set their own strategies for poverty reduction, improve their institutions and tackle corruption.		3	