# Annex VI: Narrative Reporting Form

**Save the Children International in Kosova/o**

**Quarterly Project Report – Enhancing Social Services for Vulnerable Groups**

1. PROJECT SUMMARY:

|  |  |
| --- | --- |
| Project Title: |  |
| Reporting Organization:  |  |
| Thematic Area:*Check only one applicable option* | [ ] Community-based residential and day care services[ ] Home and home-based services for children and adults in need[ ]  Services for victims of domestic violence and trafficking |
| Project Location(s): |   |
| Reporting Period:*Specify project year and quarter* | [ ] Q1 [ ] Q2 [ ] Q3 [ ] Q4 (Year \_\_\_ )  |
| Key Partners / Stakeholders:*Describe the main governmental or non-governmental institutions you have worked with during this reporting period* |  |

Project Context: (*Limit to a quarter page)*

1. PROJECT ACHIEVEMENTS

2.1 Project Objectives - Results Framework

**Instructions:**

Please provide a description about the activities and results of your project under each objective including the specific number of beneficiaries who benefited during this reporting disaggregated by gender and whether they are adults or children. Please add additional boxes as needed covering all the Objectives of the project.

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| Objective 1.  *[Please try not to exceed maximum 500 words)* |
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| *List and describe activities implemented under current objective* |
| *Provide specific number of reached beneficiaries for this objective (disaggregated by gender, age, disability, victims, etc.). Please refer to the Beneficiaries Tracker.* |
| *Describe achieved results, impact to beneficiaries and means of verification (measuring those achieved results), please refer to the Feedback and Response Collection Tracker (if applicable).* |

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| Objective 2. *[Please try not to exceed maximum 500 words)* |
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| *List and describe activities implemented under current objective* |
| *Provide specific number of reached beneficiaries for this objective (disaggregated by gender, age, disability, victims, etc.). Please refer to the Beneficiaries Tracker.* |
| *Provide results achieved, impact to beneficiaries and means of verification (measuring those achieved results), please refer to the Feedback and Response Collection Tracker (if applicable).* |

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| Objective 3. *[Please try not to exceed maximum 500 words)* |
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| *List and describe activities implemented under current objective* |
| *Provide specific number of reached beneficiaries for this objective (disaggregated by gender, age, disability, victims, etc.). Please refer to the Beneficiaries Tracker.* |
| *Provide results achieved, impact to beneficiaries and means of verification (measuring those achieved results), please refer to the Feedback and Response Collection Tracker (if applicable).* |

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| Objective 4. *[Please try not to exceed maximum 500 words)* |
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| *List and describe activities implemented under current objective* |
| *Provide specific number of reached beneficiaries for this objective (disaggregated by gender, age, disability, victims, etc.). Please refer to the Beneficiaries Tracker.* |
| *Provide results achieved, impact to beneficiaries and means of verification (measuring those achieved results), please refer to the Feedback and Response Collection Tracker (if applicable).* |

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1. OVERALL PROJECT ASSUMPTIONS, CHALLENGES AND SOLUTIONS

Please provide a brief explanation of any delays, challenges and potential solutions.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *In the first part of this section, please fill-in the table below with information from* ***total*** *new beneficiaries reached during this reporting period. You are encouraged to generate this section from the Beneficiaries Tracker, however, adjusted accordingly to avoid double-counting.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Beneficiaries*** | ***Girls*** | ***Boys*** | ***Women*** | ***Men*** |
| ***Total******New*** |  |  |  |  |
| *Disability* |  |  |  |  |
| *Survivors of violence/human trafficking* |  |  |  |  |

*Please use the remaining part of this section to elaborate on any lessons learned from the implementation of the project in this reporting period, the potential delays and challenges and how you have adapted to those. Please do not exceed a maximum of 150 words.* |

1. PROGRESS AGAINST BUDGET – *(Attach as annex in Excel format*)