**PROJECT COMPLETION REPORT**

**FOR**

**JAPAN'S GRANT ASSISTANCE FOR GRASSROOTS HUMAN SECURITY PROJECTS（THE GGP/KUSANONE）**

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| 1. Basic Information | |
| Project Title | *Fill in the same title as written in the G/C.* |
| Implementing Organization | *Fill in the same name as written in the G/C.* |
| Amount of  the Grant |  |
| Signing Date of  the Grant Contract (G/C) |  |
| Completion Date | *Fill in the date when all facilities/goods/services granted by the Project have been installed or completed.* |
| 1. Progress of the Project | |
| Construction of Facilities | A. Completed as planned  B. Almost as Planned  C. Not as Planned  Note:  *Please select A, B or C and describe some details.* |
| Installation of Equipment | A. Completed as planned  B. Almost as Planned  C. Not as Planned  Note:  *Please select A, B or C and describe some details.* |
| Progress of Soft Components | A. Completed as planned  B. Almost as Planned  C. Not as Planned  Note:  *If such soft components as capacity building, technical guidance for operation and maintenance and awareness-rising campaign were planned originally, please report the progress here.* |
| Implementation, Operation and Maintenance Arrangement | A. Arranged as planned  B. Almost as Planned  C. Not as Planned  Note:  *Please select A, B or C and describe if such measures as staff assignment and budget allocation of your organization have progressed as scheduled.* |
| Change from the Original Application Plan  (If any) | *If any change in the project schedule, project site, construction/installation plan, or purchased items (including quantity and specifications) incurred, please justify the said change with reason.* |
| Remainder of the Grant and Bank Interest | *If there is a remainder of the grant or bank interest accrued in the dedicated account, please explain why such remainder or bank interest accrued. You may either return the remaining amount to the Government of Japan, or, when deemed necessary, use it in accordance with the objectives of the project. Please ask for guidance of the Embassy of Japan.* |
| Visibility | Sticker – “From the People of Japan”: Already put /Not yet  Plate/sign displaying the flag of Japan: Already installed/ Not yetAny other ways to showcase the project: Write if any. |
| Other points of attention | *Please write your plan to sustain the effects of the Project or make further improvements.* |

**Attachment**

**□ External Audit Report**

**□ Income and Expenditure Report (*Please describe all incomes and expenditures related to the project.*)**

**□ Chronology of Activities (*Please list all related activities after the signature of the G/C in chronological order using the annexed format.)***

**□ Photographs**

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| \_ , \_  (Day) (Month), (Year)    (Name of Person in Charge)    (Title)    (Name of Organization)    (Signature) |



