



## **STRUCTURE OF FINAL REPORT**

**A. General Project Information**

**B. Final Summary Report**

**C. Report on scientific publications**

**D. Report (questionnaire) covering wider societal implications**

**E. Distribution of the financial contribution between the Project Promoter and project partners**

## A. General Project Information

GENERAL INFORMATION				
<b>Number of project contract</b>			<b>Acronym</b>	
<b>Duration of project</b>	from	DD.MM.YYYY	to	DD.MM.YYYY
<b>Project title</b>				
<b>Contract value</b>	(lei)		(euro)	
<b>Project Promoter</b>	(Name of entity)			(Type) <sup>1</sup>
<b>Project Partner 1</b>				
<b>Project Partner 2</b>				
<b>Project Partner..</b>				
<b>Key words</b>				
<b>Type of R&amp;D activities<sup>2</sup></b>	Basic research			(0-100%)
	Applied research			(0-100%)
	Experimental development			(0-100%)
<b>Thematic area</b>	Renewable energy to fight climate change			
	Health and food safety			
	Environmental protection and management			
	Social sciences and humanities			

PROJECT IMPLEMENTATION				
<b>Work Package title and number<sup>3</sup></b>				
<b>Start date</b>	planned	DD.MM.YYYY	actual	DD.MM.YYYY
<b>End date</b>	planned	DD.MM.YYYY	actual	DD.MM.YYYY

<sup>1</sup> Choose between research institute/center (RES), university (UNI), small and medium-sized enterprise (SME) and other (OTH).

<sup>2</sup> Choose the activity by ticking the corresponding box, as appropriate. In case of more than one type of activity, please also mention the percentage in the next box.

<sup>3</sup> Add rows and provide information for all Work Packages of the project by following the table template.

Cost of WP	planned	(lei)	(euro)	actual	(lei)	(euro)
<b>Implementing entities</b>						
<b>An overview of the work towards the objectives of the project</b> <i>No more than 2 A4 pages for each implemented WP: a description of the <b>results achieved</b> within the project, <b>activities carried out</b> and an <b>explanation of the use of resources</b>.</i>						
<b>Milestones and deliverables<sup>4</sup></b>						
<b>Description and justification of discrepancies and corrective actions</b> <i>If there were discrepancies in project implementation, explanations should be given as regards reasons for the discrepancy, taken corrective actions, impact on the project and achievement of planned results of the project.</i>						

## B. Final Summary Report

### 1) Publishable Summary Report<sup>5</sup>

This section allows for the description of the achievements of the completed project: it should assess whether the project's outcome and outputs have been achieved, indicate the main tools/methods applied to achieve the outputs, describe how the target group(s) has been involved in the project and how the group(s) has benefited from the project. The summary should cover the following compulsory points:

- Why was the project needed? How will the results be sustained?
- What was the objective, and to what extent was it reached? What was the impact?
- What was the outcome, and to what extent was it reached?
- Which output were delivered?
- How were the beneficiaries involved? What was the main benefit?
- What did the donor partnership achieve?

Highlight the added value the participation of the partner(s) has/have provided in reaching the outcome or individual output(s) of the project.

#### Project partnership achieved results

A short summary should be provided describing how each project partner(s) has/have contributed to the achievement of the project objective and what role the partner(s) has/have played in the project

<sup>4</sup> Please provide basic information about all achieved milestones and deliverables described in the project proposal, including their numbers and names. Please give an explanation if the planned milestones and deliverables were not achieved.

<sup>5</sup> This information shall be uploaded in DoRIS, the web based system for the implementation of EEA and NO grants funded programs. This information might also be published on the Programme website and/or donor states website.

(maximum 1.000 characters no spaces - in the form of a running text). In particular, you should focus on the following compulsory points:

- What did the donor project partner(s) contribute to the project at a technical or professional level?
- What did the partnership contribute towards the project outcome and outputs?
- What has the partnership achieved towards strengthened bilateral relations?
- Is any wider impact of the partnership expected? (e.g. wider international cooperation in the sector, dissemination of knowledge and experience etc.)

### Socio-economic impact

Information shall be provided in max. 1.000 characters no spaces, in the form of a running text.

### Conclusions

Key content information shall be provided in max. 1.000 characters no spaces, in the form of a running text.

## **2) Indicators**

Results shall be reported on planned indicators against achieved indicators by providing the total indicator value and its split by all reporting periods and its distribution between the Project Promoter and projects partners (please fill in the summary table below).

<b>Indicators</b>	<b>Planned in total</b>	<b>Year</b>	<b>Planned by year</b>	<b>Achieved in total</b>	<b>Year</b>	<b>Achieved by year</b>	<b>Distribution (PP and pp)</b>
1. Number of internationally referred joint scientific publications		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
2. Number of internationally referred scientific publications		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
3. Number of patent / patent applications		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
4. Number of postdocs and / or PhD students		2014			2014		
		2015			2015		

involved in joint research project		2016			2016		
		2017			2017		
5. Number of researchers involved in joint research project		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
6. New investments in R&D infrastructure (thousands of lei and euro)		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
7. Average level of use for purchased R&D equipments (%)		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
8. Number of conferences/seminars organized by joint research project, out of which held at international level		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
9. Number of project proposals submitted to other calls under Horizon 2020 or European/international programs/initiatives		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
10. Thesis (master, PhD, other)		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		
11. Other (please specify)		2014			2014		
		2015			2015		
		2016			2016		
		2017			2017		

Details on internationally referred joint scientific publications and/or internationally referred scientific publications shall be provided separately in section C “Report on scientific publications”.

In case of patent or patent applications filled in, please provide detailed information in the table below.

Patent/Patent Applications						
No.	Title	Number	Status	Date	Patent Office (name, country)	Owner/Applicant(s)

1.						
...						

The detailed situation on conferences or seminars organized during the lifetime of the joint research project shall be presented in the following tabel.

<b>Organization of Conferences/Workshops/Seminars<sup>6</sup></b>					
No.	Title	Venue	Date	Other information/webpage	
1.					
2.					
...					

Project proposals submitted to calls open on Horizon 2020 or other European/international programs or initiatives shall be presented in detail in the next table.

<b>Submitted Joint Project Proposals<sup>7</sup></b>					
No.	Title	Partners	Programme/Funding scheme/Call	Under preparation/submitted/funded	Grant amount (EUR) <sup>8</sup>
1.					
2.					
...					

If thesis were reported in the summary table (see point 2 Indicators), please provide details about them in the following table.

<b>Thesis (Master, PhD, other)</b>					
No.	Title	Author	Entity	Year of completion	Link to the publication/reference
1.					
...					

In case other type of indicator was reported in the summary table, please provide details about it by filling in the following table.

<b>Other indicator(s)</b>	
1.	
...	

<sup>6</sup> Events organized by the Project Promoter and/or by the project partners.

<sup>7</sup> A full list of new projects submitted/funded as a continuation of the joint research project. At least one person from the Romanian research teams and one person from the Norwegian or Icelandic research teams should be involved.

<sup>8</sup> If the project will be implemented with partners from other countries than RO/NO/IS, please provide the information on the total amount granted only for the Romanian, Norwegian and Icelandic partners (jointly).

### 3) Equipments

List of the equipment(s) purchased and/or depreciated				
No.	Name of the equipment	Cost lei	euro	How will the equipment be used after completion of the project?
<b>Equipment purchased on project and depreciated during its lifetime</b>				
<b>Total</b>				
<b>Equipment purchased on project and excepted from the general depreciation rule in line with art. 7.3.1 (c) of EEA Regulation</b>				
<b>Total</b>				
<b>Equipment depreciated within the project lifetime</b>				
<b>Total</b>				

### 4) Improvement of the situation of the Roma population

- Did your project address the improvement of the situation of the Roma population?

Yes  No

If yes, please provide information on the following points:

- Areas of research and policy interventions focused on Roma issues (e.g. health and food safety, social sciences and humanities, education, etc.);
- Disciplinary vs. interdisciplinary approaches; research and/or policy oriented projects;
- Types of partnership agreements: the number and types of Roma organizations, including NGOs, which are involved in the projects and which have research and policy activities in their mission statement;
- Capacity and human resources development in and for the Roma communities;
- How the issues of sustainability of research and policy results are addressed;
- Research staff involved and trained in issues related to the Roma population;

Total number of researchers	Total number of master students	Total number of PhD students	Total number of postdoctoral researchers



- Roma people and communities included in the mappings and investigations;

	Number of Roma communities	Number of Roma people
Experimental and qualitative research techniques		
Quantitative research techniques		

- Research and policy-oriented reports and publications towards improvement of the situation of the Roma population.

	Number of research reports	Number of policy reports	Number of workshops with Roma representatives	Number of workshops with academics and policy makers	Number of publications
By Project Promoter and project partner					
...					
Total					

## 5) Audits

INFORMATION ON AUDITS/ON-THE-SPOT VISITS AND IMPLEMENTATION OF AUDIT RECOMMENDATIONS (date, type of audit, the entity carrying out the audit, recommendations, compliance with the audit recommendations, etc.)

## C. Report on scientific publications

### 1) Joint scientific publications

Please provide the full list of internationally referred joint scientific publications with references (fill in the table below). Provide also the abstracts for all joint scientific publications resulted from this joint research project.

No	Title of scientific publication	Authors	Institutional affiliation and country	Name of journal	Number, year, pages	Citation index	Submitted/ Accepted/ Published and date	Link to publication (if relevant)

## 2) Scientific publications

Please provide the full list of internationally referred scientific publications with references (fill in the table below). Provide also the abstracts for all scientific publications resulted from this joint research project.

No	Title of scientific publication	Authors	Institutional affiliation and country	Name of journal	Number, year, pages	Citation index	Submitted/ Accepted/ Published and date	Link to publication (if relevant)

## D. Report (questionnaire) covering wider societal implications

### 1) Gender equality actions

- How many female (researchers) and men (researchers) in total were involved in the project? Out of these values, please specify which is:
  - the number of female researchers and men researchers at the management level (coordinator for Project Promoter and team leader for project partners) and respectively at the level of execution (for Project Promoter and project partners);
  - the number of female researchers and men researchers for PhDs and postdocs.

- Do the funded research activities address women in particular?

Yes  No

If yes, briefly specify (max. 1.000 characters no spaces - in the form of a running text) the situation and the actions pursued.

- Will your research results have an impact on gender dimension in future research activities of the Project Promoter and project partner(s)?

Yes  No

If yes, explain on what extent (max 1.000 characters no spaces - in the form of a running text).

### 2) Ethical issues

- Did the funded research activities have components that are ethically sensitive?

Yes  No

Please base your reply on ethical issues table filled in at the project proposal stage.

If yes,

- Did the local Research Ethics Committee monitor your project?

If yes, please attach the conclusions of the local Research Ethics Committee.

If no, please contact your local Research Ethics Committee for getting the ethics assessment document.

- Did you appoint an Ethics Advisory Board for your project?

If yes, please briefly describe your experience.

**3) Efforts to involve other actors and to spread awareness, as well as the plan for the use and dissemination of foreground**

Information shall be provided in the form of a running text (max. 1.000 characters no spaces) and by filling in the following tables.

Dissemination activities of research results			
Number		Activity	
Description (topic, aim, communication tools)			
Target groups			
Date and venue			
Organizer			
Partners involved			
Assessment of activities			
Number....		Activity....	

Publicity measures			
Number		Measure	
Description (topic, aim, communication tools)			
Target groups			
Date and venue			
Organizer			
Partners involved			
Assessment of activities			
Number....		Measure....	

## E. Distribution of the financial contribution between the Project Promoter and project partners

### Financial information at project completion

Project grant <sup>9</sup>	..... (lei) .....(euro)
Project level co-financing <sup>10</sup>	..... (lei) .....(euro)
Final project cost <sup>11</sup>	..... (lei) .....(euro)
Project grant rate <sup>12</sup>	(0,0000) %

No.	Amount in lei of project grant	Amount in euro of project grant	Project Promoter/partner name	Partnership agreement duration (no. of months)

This section shows the actual disbursements (including co-financing) to the project at project completion. As regards the financial information concerning the project partner(s), show the amount allocated to each partner, starting with the largest amount and identifying the partner against whom the amount has been allocated.

In case there are more partners than fields for this information,

- i) ensure this information is available for each project partner from a donor state, and
- ii) aggregate the financial amount for any additional partners that cannot be identified separately, indicating the number of partners concerned in the field "Project Promoter/partner name".

Please remember that financial information on the project partner does not concern contractors.

In case the project has benefited from support through the fund for bilateral relations at Programme level, please show the amounts actually disbursed under these funds and describe what activities took place under each measure as seen below.

- Did you receive funds from the bilateral fund at Programme level Measure A<sup>13</sup>?
- How much?
- What activity took place?
- Did it result in a partnership project?
- Did you receive funds from the bilateral fund at Programme level Measure B<sup>14</sup>?

<sup>9</sup> It includes the EEA grant (85%) and public co-financing at Programme level (15%).

<sup>10</sup> Amount provided by beneficiaries of funds from their own resources and used for project implementation.

<sup>11</sup> Total amount includes project grant and project level co-financing.

<sup>12</sup> To be calculated by dividing project grant to final project cost.

<sup>13</sup> If you have been reimbursed for the preparatory costs of the joint research project further to a separate application request submitted to the Programme Operator. Measure A provided funding for seeking of partners for joint research projects prior to or during the preparation of a project application, development of such partnerships and preparation of an application for projects.

- How much?
- What activity took place?

Detailed information on incurred expenditure during the whole period of joint research project implementation by partners, type of costs and reporting periods shall be presented separately, by filling in the financial template attached (see the **Annex**).

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<sup>14</sup> If you have been granted support for a project funded under the bilateral relations call. Measure B provided funding for networking, exchange, sharing and transfer of knowledge, technology, experience and best practice between entities from Romania and Donor States.