



Guidelines final report – PVW

The final document reports on the activities of the contractor, the consortium partner and third parties. These guidelines will help you set up and complete your final report. Please include at least 2 license-free high-resolution (5Mb) project-related images such as photos and other visuals. We may use your visuals for public communication purposes.

You may prepare and submit your document in Word in no more than 5 pages. Make sure you submit your final report no later than 13 weeks after your project's end date. Email this document and attachments to administratiepvw@rvo.nl.

1. End results

- Describe the project's end results.
- Does the end result match the intended end results as stated in your project plan?
- If not, what has changed?
- Why did this happen?

2. Innovativeness / product novelty / process / method

- Has the product, process, or method proven to be as innovative as foreseen in your subsidy request?
- Does the effect of the project's end result on water availability or safety match the foreseen effect of your project plan?
- If not, what has changed?
- Why did the project not meet the foreseen effect or result?

3. Activities

- Describe the activities you have carried out.
- Do they match the project plan activities?
- Have you made any changes to the project, for example, in staff deployment and costs?
- Were there any setbacks or problems in the implementation of the project?
- How did you resolve the setbacks or problems?

4. Ambition, upscaling and prospects

- Is the ambition for upscaling after finishing the project as described in your project plan still realistic?
- If not, what has changed?
- What is the estimated effect on the ambition for upscaling now that you have finished the project?
- Has upscaling already taken place during the project period, jointly, by yourself or by one of your consortium partners?
- Have new opportunities for upscaling emerged?
- Is there any insight into a revenue model or follow-up financing?

- Have other forms of (indirect) spin-offs been achieved?
- Will you remain active in the target country in the coming years? If yes, in what way?

5. Cooperation between project partners and cooperation with foreign parties

- Explain how the cooperation between the project partners has worked out.
- Is there an ambition to continue working together after the project has ended? If so, how?
- Is the partnership's ambition still intact, or has it been adjusted?
- How is the cooperation with local parties?

6. For partners who have received a subsidy of more than € 125,000

Send us a financial overview of eligible costs and revenues following the submitted Excel form of your subsidy application. If you no longer have it, let us know by email, and we will send it to you.

Send your completed report and annexes in English to administratiepvw@rvo.nl.

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**PARTNERS
FOR WATER**
CO-CREATING IMPACT