|  |  |
| --- | --- |
|

|  |
| --- |
|  |

 |
| Template 14c - [DD/MM/YYYY] |
| Annual framework programme progress ReportFor [framework programme name] |

**[Name of Danish public authority]**

**Framework Programme (FP) implementation period:**

**Reporting period:** *[Financial year YYYY]*

**1. Progress towards FP outcomes**

|  |
| --- |
| **Narrative summary of progress on framework programme outcomes** |
| FP outcome 1: Capacity building[Outcome text] | *[What are the key achievements and results related to outcome 1, i.e., in terms of strengthened capacities of the partner authorities to improve framework conditions and the related product or service deliveries? What are the key constraints and challenges, and how were they addressed? Important to focus on the results and not the activity level.]* |
| FP outcome 2: Strengthened bilateral relations[Outcome text] | *[What are the key achievements and results related to outcome 2, i.e., in terms of strengthened bilateral diplomatic relations? What are the key constraints and challenges, and how were they addressed? Important to focus on the results and not the activity level.]* |
| FP outcome 3: Enhanced private sector engagement[Outcome text] | *[What are the key achievements and results related to outcome 3, i.e., in terms of paving the way for further engagement of the Danish private sector and use of Danish technology and knowledge on a commercial basis in the countries in the longer term? What are the key constraints and challenges, and how were they addressed? Important to focus on the results and not the activity level.]* |
| Other key (expected or unexpected) results, achievements and challenges | *[Narrative summary of other results on the three overall SSC objectives, which are not captured by the FP results framework: How have capacities been built, bilateral relations strengthened, and private sector engagements enhanced?]* |

|  |  |  |
| --- | --- | --- |
| Off track | Partly on track | On track |

|  |
| --- |
| **Overview of project progress towards framework programme outcomes**  |
| **Projects** | **Assessment of project progress against framework programme outcomes** |
| Project title | Country | Phase | Outcome 1*(Put X)* | Outcome 2*(Put X)* | Outcome 3*(Put X)* |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | [X] |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | *[add rows as necessary]* |  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **Summary of framework programme spending** |
| Approved budget total | Realised spending before reporting period | Approved budget reporting period | Realised spending reporting period (financial year [YYYY]) | Realised spending total | Remaining budget |
| *[Insert in DKK. Annual financial report attached as annex]* |  |  |  |  |  |

|  |
| --- |
| **Unallocated funds** |
| *[Proposed allocation of unallocated funds, if applicable. Include a justification. See SSC Guidelines Chapter 6.3.6]* |

**2. Progress on Thematic Focus Areas**

|  |
| --- |
| **Overview of thematic focus areas in country projects**  |
| Thematic focus areas of the framework programme | [Country] | [Country] | [Country] | [Country] | [Country] | [Country] | [Country] | [Country] | [Country] | [Country] | Progress*(Put X)* |
|  |  |  |
|  | *[Indicate relevant country for each thematic focus area (Put X). Insert additional rows if necessary.]* | [X] |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **Narrative summary of results for each thematic focus area of the** **framework programme across projects**[Numbers correspond to the thematic focus areas in the overview above. Insert additional rows if necessary] |
|  | *Max 5 lines. Indicate highlights in achievements, results and constraints across the country projects in relation to each of the FP thematic focus areas.* |
|  | *Max 5 lines. Indicate highlights in achievements, results and constraints across the country projects in relation to each of the FP thematic focus areas.* |
|  | *Max 5 lines. Indicate highlights in achievements, results and constraints across the country projects in relation to each of the FP thematic focus areas.* |

1. **risk management, lessons learned and recommendations**

|  |
| --- |
| **Risk management and major deviations**  |
| Describe major **deviations** in implementation of projects (if any) | *[See SSC Guidelines Chapter 3.3.1. Include only information from projects where major deviations or delays have taken place in the reporting period, including how they have been addressed. Include recommendations on adjustments.]* |
| Status on **risks and assumptions** | *[Describe the status on FP risks and assumptions. Include developments in risks and assumptions with significant consequences for project implementation and results, and if risks at FP level have changed. Include updated risk matrix at FP level as an annex, if there are changes.]* |

|  |
| --- |
| **Other results and lessons learned** |
| Key lessons learned  | *[Describe lessons learned on FP level, as well as key lessons learned from projects. Include recommendations on possible changes and adjustments.]* |
| Key Danida Fellowship Centre (DFC) activities(summary of Annex 2) | *[Describe key DFC activities in the projects.]*  |
| MEAL progress (summary of Annex 3) | *[Describe key MEAL activities implemented in the reporting period.]* |
| Communication activities(summary of Annex 4) | *[Describe key communication activities that have taken place during the reporting period.]* |

|  |
| --- |
| **Follow up on previous recommendations**  |
|  | **Recommendations** | **Implementation** |
| From SMG |  |  |
| From PMG |  |  |
| Other |  |  |

**5. Annexes**

* Annex 1: Annual financial report (see SSC Guidelines Chapter 6.6 and Template 13a)
* Annex 2: Danida Fellowship Centre activities overview (See SSC Guidelines Chapter 1.3.8)
* Annex 3: MEAL plan progress (See SSC Guidelines Chapter 3.2.3)
* Annex 4: Communication plan progress (See SSC Guidelines Chapter 2.1.9 and 5)
* Annex 5: Reporting against FP Results Framework
* Annex 6: Annual project progress summaries

**Annex 2: Danida Fellowship Centre (DFC)**

*[Describe what DFC activities funded outside the FP that have taken place in relation to the projects. See SSC Guidelines Chapter 1.3.8.]*

**Annex 3:** **Monitoring, Evaluation, Accountability and Learning (MEAL)**

*[**Describe FP MEAL plan progress. What MEAL activities have taken place in the reporting period? Provide an updated MEAL plan for the remaining FP period. See SSC Guidelines Chapter 3.2.3.]*

**Annex 4: Communication**

*[Describe FP Communication Plan progress, including key communication activities undertaken in the reporting period. See SSC Guidelines Chapter 2.1.9 and 5]*

**Annex 5: Reporting on Framework Programme Results Framework**

*[Add modules as necessary.]*

|  |  |  |
| --- | --- | --- |
| **FP outcome 1**  |  | Status (*Put X)* |
| Outcome indicator |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

|  |  |  |
| --- | --- | --- |
| **FP output 1.1**  |  | Status (*Put X)* |
| Output indicator |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

|  |  |  |
| --- | --- | --- |
| **FP outcome 2**  |  | Status (*Put X)* |
| Outcome indicator  |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

|  |  |  |
| --- | --- | --- |
| **FP output 2.1**  |  | Status (*Put X)* |
| Output indicator |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

|  |  |  |
| --- | --- | --- |
| **FP outcome 3**  |  | Status (*Put X)* |
| Outcome indicator  |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

|  |  |  |
| --- | --- | --- |
| **FP output 3.1**  |  | Status (*Put X)* |
| Output indicator |  |  |  |  |
|  |  |  |
|  | **Year** | **Target** | **Progress compared to plan** |
| Baseline | Year |  |  |
| Target  | Year 1 |  |  |  |
| Target | Year 2 |  |  |  |
| Target | Year 3 |  |  |  |
| Target | Year 4 |  |  |  |
| **Narrative description of progress** |
|  *[¼-½ page]* |

**Annex 6: Project Progress Summaries**

*[Insert first section of the annual project progress reports with the summary of project progress (See Template 14a).]*