Chinese Taipei Trust Fund Project Report Template

[Name of Member/Superregional or Regional Organization]

**Project Title**:

1. **Project Objectives:**

[Please provide a brief description of the specific objectives and the expected result of the project as indicated in the project proposal.]

1. **Activities:**

[Please provide in the most specific quantitative terms possible the project’s key activities and execution.]

1. **Results:**

[Please evaluate the results of the project, taking into consideration the following criteria: whether the project objectives have been met, to what extent the project has met the CMS development requirements of the WCPFC, and how efficiently the budget has been used.

Please provide a summary report as well as photos and/or other supporting documents of project events and activities.]

1. **Budget**

**Funds Received:**

**Funds Used:**

[In addition to total funds used, please also provide in US dollars a breakdown and explanation of the approved project budget, including other sources of funding, such as financial/monetary or in-kind support.]

**Balance:**

[The beneficiary may indicate if and how the balance is to be passed down to a project in the coming year, or if is to be returned to the Chinese Taipei Trust Fund account (if more than US$100). For multiyear projects, please provide a breakdown and explanation of the proposed project budget for next year, including in-kind support, and note that this fund may not be used to support travel expenses or the procurement of computer hardware, software, or other equipment. As the Trust Fund encourages the sustainable and efficient use of funds in order to provide capacity-building assistance to more applicants, this information will be considered when evaluating project proposals next year.]

1. **Feedback:**

[Please feel free to record your feedback and/or recommendations regarding the operation of this Trust Fund.]