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 as indicated in the project proposal.]

1. **Activities:**

[Please provide in quantitative terms to the greatest extent possible the key activities and the execution.]

1. **Results:**

[Please evaluate the results of the project, taking into consideration the following criteria: whether the objectives are met, to what extent does this project deal with the CMS development requirements of the WCPFC, and how efficient the budget is used.]

[Please provide a summary report, photos of the event or activities, and/or other supporting documents for the activities.]

1. **Budget**

**Fund Received:**

**Fund Used:**

[In addition to the total amount of fund used, please also provide in US dollars a breakdown and explanation of the proposed project expenditure and balance, including the use of other sources of funding, such as financial/monetary or in-kind support.]

**Balance:**

[The beneficiary may indicate whether and how the balance is to be passed down to a project next year or return to the CTTF account (if more than USD$100). For multi-year projects, please provide a breakdown and explanation of the proposed budget for the project 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, and other equipment. As CTTF encourages sustainable and efficient use of fund and aims at providing capacity building assistance to more applicants, this information will be considered when evaluating project proposals next year.]

1. **Feedback**

[Please feel free to write down your feedback and/or recommendation regarding the operation of this Trust Fund]