RePORT

Leading House for the middle east and north Africa  
Project report

Project Title:

Project Number: (for example RPG-2021-…)

*This form is only available in English, but can be completed in French.*

*The completed and signed report should be submitted to lhmena@hes-so.ch.*

Checklist

|  |  |
| --- | --- |
| *Keywords* | *Yes/No* |
| *Summary accessible to a broader audience* | *Yes/No* |
| *At least one image attached* | *Yes/No* |
| *All institutions and participants listed* | *Yes/No* |
| *Results described for each objective* | *Yes/No* |
| *Outcomes provided with references* | *Yes/No* |
| *Financial report included* | *Yes/No* |
| *Signatures from all members* | *Yes/No* |

1. Summary

Give a summary of your project and the main results that you achieved. State your project first in keywords to underline your research area. The aim is that your text (approximately half a page) may be understood by a larger public (e.g., explain your project to a neighbor with no particular knowledge of the subject). Send minimum one picture that captures your activities (field photo, diagram, image acquired during experiments, workshop, events, presentation etc.). The summary and the picture(s) will be published on the LHMENA website or on other promotion and dissemination documents.

1. Participants

List all the involved institutions and, for each one, all the participants, mentioning one principal investigator in Switzerland and one in the MENA region.

1. Results

List all the activities completed during the project and describe them briefly, without giving technical details. Link them to the milestones and work packages mentioned in your proposal, if any. If some objectives have not been (or partially) reached, please explain why.

1. Deliverables

List all the outcomes (publications, presentations, articles) Please provide all references and links (website, posts on social media, etc.). They will be used to highlight your project on the LH MENA website.

1. COLLABORATION

Describe the partnerships formed during the project and how they contributed to achieving its goals (knowledge exchange, capacity building, etc.). Mention key successes or challenges encountered during the collaboration.

1. financial report

Complete the financial report using the provided template. If there have been any major changes to the initial budget submitted at the time of the application, please give detailed explanation here.

1. Future activities

Explain how the collaboration between the partners is expected to continue, including applications for grants, agreements between the institutions, follow-up publications, applications (patents and commercial partnership), etc.

1. Signatures

**Main partner/university in Switzerland:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**,**

Principal Investigator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place and date Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**,**

Financial officer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place and date Signature