

SOLIDARITY FUND CARMELITE MISSIONARIES

FOSCARMIS

FORMAT FOR THE EVALUATION OF THE FINISHED PROJECTS

a) Demarcation:			
b) Name of the Project:			
Date of initiation:			
Date of finalization:			
c) Amount Received:	Local Currency		
d) Report of the Sister Responsible of the Project			
a. How the process was carried out. Phases: Use as much spaces as needed			
b. Participation of the beneficiaries			
Activities	Development/Accomplishment	Participation of the direct beneficiaries (number)	Share of the beneficiaries to the project (can be cash or in kind, time)
Act 1:			
Act 2:			
Act 3:			



a) Achievement of the objectives:

Indicate at least three achievement indicators.

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e) Report of Expenses (group by concepts and add lines if necessary)

Concept	Local Currency	
Total		

6. Scan the following documents and send to us through email: procarmispg@gmail.com:

a) The evaluation report signed by the Sister responsible of the project including the:

- Photocopy of the receipt of the amount received through the bank or through the provincial administration.
- Photocopy of the accounting register of receipts and disbursements. Make sure that the receipts, invoices and vouchers coincide with the register of accounts.

b) Three photographs of good quality in image format (jpeg), which are necessary to develop the FOSCARMIS website.

Signature of the Sister responsible of the Project:

Date: