

## Annex 7 to the Call Conditions Strand I

### Final Report ‘Lessons Learned and Future Plans’ template<sup>1</sup>

*The total length of the report: up to 15 pages.*

Project number	
Project title	
Project coordinator	
Project duration	<i>from dd/mm/yyyy to dd/mm/yyyy</i>

*This report serves as a review of the main outcomes of the project and the lessons learned, along with an outlook on prospective follow-up actions and upscaling of the innovative approach applied to the project, funded through either the ESF+ or other available sources. An analysis of the project results and feedback from stakeholders helps the beneficiary to identify the root causes of any issues that occurred during project implementation and prevent them or minimise potential risks in further application of the innovative approach on a larger scale. To promote the transfer and/or scaling-up of social innovations across Europe the report **will be made public on the ESF+ SI+ Initiative website and on the European Commission website.***

*The report is structured into the following main sections, though the beneficiary may include additional sections in the report if they are deemed relevant.*

#### 1. Outline of the project

*In this section, provide a description of the following:*

- *Project background, objectives, and innovative approach applied.*
- *Consortium composition.*
- *Project target and the expected outputs.*
- *Project implementation and any major changes to the planned activities.*

*The information should provide an overall picture of the project without going into too much detail.*

#### 2. Analysis and evaluation of project outcomes and impact

*In this section:*

- *Present the project outcomes and describe the indicators applied.*
- *Present the evaluation or impact measurement framework applied, including methodology, indicators, data sources, baselines (where relevant), and limitations.*
- *Provide a description of the selected social innovation and/or tested intervention and their underlying logic, including evidence on the effectiveness of the intervention.*
- *Provide an analysis and evaluation of the project implementation, outcomes and impacts based on collected data through monitoring.*
- *Provide an analysis of the reasons why the project may not have achieved the expected results to the planned extent (if applicable).*

#### 3. Structured feedback from involved entities and relevant stakeholders

*In this section:*

- *Provide information on the methods used to gather structured feedback from involved entities and relevant stakeholders on aspects of the innovative approach/social experimentation and overall project implementation.*

<sup>1</sup> This format serves as a suggested framework for the final report, including the mandatory parts. Additional elements can be added as needed.

- *Present the feedback. Please share the insights and recommendations provided by the entities (what worked well, what did not work, and what could benefit from alternative approaches). You can indicate recommendations for improvement in Section 4.*

**4. Lessons learned and recommendations for applying the innovative approach**

*In this section:*

- *Provide a general assessment of the application of the innovative approach, and if a new approach was tested – an assessment of the tested intervention, including its underlying logic and a summary of evidence on its effectiveness.*
- *Highlight the positive aspects of the intervention by analysing what worked well and has potential for replication or scaling.*
- *Analyse what did not work as expected and should be adapted or reconsidered in future implementations.*
- *Summarise the main lessons learned and provide recommendations for future replicators and/or developers of the innovative approach, using the table below.*

*For the analysis of the lessons learned, please fill in the table. You can add as many rows to the table as necessary.*

No.	Situation description (what happened)	Impact on project implementation	Early warning signs/cause	Actions taken (what was done)	Recommendations for improvement
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**5. Planned follow-up activities and a long-term sustainability strategy for rolling out the innovative approach**

*In this section:*

- *Describe your future plans for scaling up the innovative approach on a larger scale, based on the experience and results of the project. If a new approach was tested - describe your future plans for scaling up the innovative approach on a larger scale, based on the experience and results generated through the social experimentation carried out within the project.*
- *Analyse the possible challenges and constraints you may encounter when scaling up the innovative approach and provide the measures you intend to implement to tackle them.*
- *Provide information on potential financial needs and the funding sources identified to meet these needs and ensure the long-term sustainability of the initiative.*