**Start-up Report**

**1 Project identification**

|  |  |  |
| --- | --- | --- |
| Project title |  | |
| Project acronym |  | |
| Project website |  | |
| Project index number |  | |
| Project duration (months) |  | |
| Date of signature of the Grant Contract | Choose the date | |
| Thematic objective |  | |
| Programme priority |  | |
| Name of the Lead Beneficiary organisation |  | |
| Name of the Beneficiary 1 organisation |  | |
| Name of the Beneficiary 2 organisation |  | |
| Reporting period | Choose the date | Choose the date |
| Contact details of person responsible for the report | Click here to type | |

**2 Overview of the project implementation progress for the reporting period**

|  |
| --- |
| Please describe project progress up to now.  The summary should highlight main achievements, including the information about setting up all project management structures and procedures necessary for proper launch of the project. Please write in a style of press release. |
| Click here to type |

**3 Progress of project implementation**

**3.1 Reporting per Activity**

|  |  |  |
| --- | --- | --- |
| **Activity**  **(as indicated in project plan)** | **Activity status** | **Description of implemented activity (partner responsible, target group, period of implemenation, information on activity modifications, if any)** |
|  | choose one... | Click here to type |

**3.2 Financial progress**

|  |  |
| --- | --- |
|  | in reporting period |
| Estimated level of expenditure in relation to total budget (%): | Click here to type |

**4. Contracting**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Items contracted** | **Name of contractor** | **Date of signing** | **Contract value (in EUR)** | **Type of the contract** | **Procurement procedure applied** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  | Choose one: |  |
|  |  |  |  | Choose one: |  |

**5. Problems and solutions found**

|  |
| --- |
| Please describe (if applicable) problems and solutions found during this reporting period as regards:   * activities * partnership development and cooperation dynamics * investments * other |
| Click here to type |

**6 Annexes**

Please list all the attachments, if any.

Click here to type

**Lead Beneficiary signature**

|  |  |
| --- | --- |
| Place | Click here to type |
| Date | Choose the date |
| Name of signing person | Click here to type |
| Position of signing person | Click here to type |
| Signature of Lead Beneficiary |  |
| Stamp of Lead Beneficiary |  |