**Bhutan Trust Fund for Environmental Conservation**

**Small Grant Completion Report**

**Section I: Project information**

|  |  |
| --- | --- |
| Project title: |  |
| Grantee: |  |
| Project period: |  |
| Total fund: |  |

**Section II: Project accomplishment**

|  |  |  |
| --- | --- | --- |
| **Project goal:** *As in the Results Framework* | | |
| **Objective 1:** *As in the Results Framework* | | |
| **Project output**  *(List down the outputs as in the Results Framework)* | **Output achievement**  *(Explain and indicate the tangible results against each output)* | **Objective achievement**  *(Explain how the collective achievements of output/s have contributed to the accomplishment of the objective/s)* |
| Output 1.1 |  |  |
| Output 1.2 |  |
| Output 1.3 |  |
| **Objective 2:** *As in the Results Framework* | | |
| Output 2.1 |  |  |
| Output 2.2 |  |

**Section III: Fund utilization status**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total approved budget** | **Budget disbursed from BTFEC** | **Total expenditure** | **Budget to be reimbursed/refunded** |
|  |  |  |  |

**NB:** Detail expenditure statement along with original receipts need to be submitted to BTFEC Secretariat for final closing of accounts.

**Section IV: Recommendation to BTFEC**

|  |
| --- |
|  |

**Submitted by:**

1. Name:
2. Date:
3. Signature: