

Il-Fond Malti tal-Ktieb - Rapport Finali Malta Book Fund – Final report template

Ir-rapport finali għandu jagħti rendikont iddettaljat tal-implimentazzjoni u l-kisbiet tal-proġett li ngħata l-fondi mill-Fond Malti tal-Ktieb, bħala parti minn waħda mill-kategoriji u kif maqbul fil-kuntratt tal-benefiċjarju.

Wieġeb dawn il-mistoqsijiet b'mod ċar, onest u trasparenti.

Issottometti r-rapport, flimkien mat-tabella aġġornata tar-rendikont baġitarju u l-fatturi/irċevuti finali. Trid iddaħħal dawn kollha sad-data maqbula fil-kuntratt tal-benefiċjarju.

Il-Kunsill Nazzjonali tal-Ktieb jirriżerva d-dritt li jitlob lura fondi li ma intużawx fl-implimentazzjoni tal-proġett kif suppost kien speċifikat fil-proposta tal-proġett skont ir-rendikont baġitarju, u dan jekk fir-rapport finali ma jkunx hemm evidenza biżżejjed ta' attwalizzazzjoni u kontabbiltà, u jekk il-fatturi u l-irċevuti finali ma jkunux inthemžu ma' dar-rapport finali.

The final report shall give a detailed account of the implementation and achievements of the Malta Book Fund project that was granted funds as part of one of the categories and as agreed in the beneficiary's contract.

Please answer all the questions in a clear, honest and transparent manner.

Please submit the report together with the updated budget breakdown table and the final invoices/receipts. Deadline to do so is stated in the beneficiary's contract.

The National Book Council may exercise its discretion to request back funding that was not utilised in the implementation of the project as specified in the project proposal and as per budget breakdown if the final report does not make a strong case in terms of performance and accountability and if final invoices and receipts are not attached to the final report.

Isem il-Benefiċjarju / Name of Beneficiary

Kunjom il-Benefiċjarju / Surname of Beneficiary

Isem il-Kumpanija (jekk applikabbli) / Company Name (if applicable)

Titlu u deskrizzjoni qasira tal-proġett / Title of project

L-ammont li qed tapplika għalih (fl-Ewro) / State total amount being applied for (in EUR)

Numru tal-Karta tal-Identità / ID. No.

Indirizz/ Address

Tel / Mob

e-mail

Iddeskrivi fil-qosor kull bidla li seħħet mill-pan oriġinali (jekk saru), u l-kuntest operative tal-bidliet. Ipprovi deskrizzjoni qasira tal-iskeda taż-żmien li mxejrt magħha biex timplimenta l-proġett sħiħ // Briefly describe any changes made to the original plan (if applicable), and the operating environment or context. Provide a brief description of the timeline followed in implementing and completing the whole project.

Ipprovi waqtiet ta' xandir tal-midja u materjal ieħor ta' pubblicità, u ehmeż kopji diġitali ta' ritratti ta' kwalità tajba jew materjal waqt il-proġett // Kindly provide us examples of media coverage and relevant publicity material and attach soft copies of good quality pictures/materials taken during your project.

Ehmeż ma' dar-rapport kopja ffirmata tar-rendikont baġitarju finali tad-dħul u l-infiq, mirfud bil-fatturi, irċevuti u dokumentazzjoni oħra relevanti għal kull oġġett li kont niżżilt fir-rendikont baġitarju meta ssottomettejt l-applikazzjoni // Please attach to this report a signed copy of the final income and expenditure budget breakdown supported by respective invoices, receipts and other relevant documentation for each item listed in the budget breakdown submitted with your application.

Id-data tas-sottomissjoni / Date of submission:

Firma / Signature
