

GRANT REPORT Interim/Final

Please send completed report to:

ESPE Team
Email: espe@eurospe.org
Website: www.eurospe.org

Name of Grant:			
Recipient information			
	Title	First name	Last name
Recipient			
Address			
Postal code		City	
Present position			
Telephone			
Email			

Project information			
Project title			
Duration of grant			
Type of report	Interim		Final
Date of report			

Knowledge transfer <i>Please summarise the benefits to the applicant and home institution. (200 words max)</i>

Host (Hospital/ Institute/ Lab visited) *Please provide information about your stay, mentoring, training... (100 words max)*

Financial Spending *Have the funds allocated been spent as specified in the application? If not, please explain. (100 words max)*

Project Outputs *Please describe the main achievements. (200 words max)*

Specific Outcomes *What publications, grants or fellowships have arisen from this work? (no word limit)*

Lay Summary *To engage with the public as well as the funders, the ESPE Scientific Committee needs a lay summary of the project. It needs to be written for members of the general public and should be in plain English and be understandable to an adolescent. Please avoid the use of jargon and please explain any technical terms that have to be included. Please avoid patient identifiable information. Please also emphasise the overall benefit you derived from this opportunity. The text may be used in ESPE marketing and communication channels such as the Annual Review, social media, Newsletter etc.(100 words max)*

Other Comments

Date

Applicant Signature

Date

Project Supervisor Signature

Note! Please also complete and submit the Grant Accountability Report and if required, a Grant Payment Form. A Grant Payment Form would only be required if this is an interim report and payment of the next installment of your grant is due.