

Final project report – 2025

Help Ghana Foundation



Guidelines to filling out this report

- The Help Ghana Foundation values a thoroughly completed report, as it provides a clear understanding of the project's implementation, challenges, and impact on the target group. This information helps us improve our services and will be shared with our donors.
- Please attach photos and/or videos of the project's implementation and final stages, along with images of the target group using the project site or project items. These images will be shared with the donors of the Help Ghana Foundation.
- Kindly include copies of any available invoices with this report.

Summary

Organization name

Project title

Amount of funding received

GHC

€

Name and position of the author of this report

Telephone number

Email address

Attachments

Pictures and/or videos of the finalized project and target group

Yes

No

Invoices

Yes

No

Other, specify



Execution of the project

Please send pictures of the execution of the project and the completed project along with this report

When did the project implementation begin, and when was it completed?

Please describe the process followed during the execution of the project.

How was the target group involved in the project?

How was the local community involved in the project?

What role did the (civil) authorities play in the project?

What are the final outcomes of the project?

How will the sustainability and future viability of the project be ensured? Who will be responsible for its maintenance and repairs?



Possible adjustments and challenges

Did the final outcomes of the project align with the original project proposal? If not, what specific changes were made, and what were the reasons for these adjustments?

Were the funds of the Help Ghana Foundation used as outlined in the project proposal? If not, what changes were made, and what were the reasons for these adjustments?

What were the major challenges encountered during the project's implementation? What solutions were implemented?

Is there any follow-up work required the project? If so, what needs to be done and how will it be funded?



Financial administration

a) materials

Item	Quantity	Price/item (GHc)	Total (GHc)

b) skilled labour

Total (GHc)

c) equipment, tools, etc.

Total (GHc)

Total expenditures (GHc)

Funds provided by Help Ghana (GHc)

Funds provided by other parties (GHc)

Total income (GHc)

Balance (income-expenditures) (GHc)

If applicable, explain any budget differences. If there is a surplus, how will it be utilized? If the budget was insufficient, how did the organization address the shortfall?



Feedback

*We'd love to hear about your experience working with the Help Ghana Foundation!
Your feedback is invaluable in helping us improve our services and better support future projects and applicants.*

Please share your thoughts and suggestions for improvement, particularly regarding:

- *The application process*
- *The quality and effectiveness of our communication (e.g., website, emails, phone calls)*
- *The process of transferring project funds to your bank account*
- *The administrative tasks we requested (e.g., application questionnaire, money receipt form, final report, invoices, photos/videos)*

Thank you in advance for your time and insights!

What were the most positive aspects of your experience working with the Help Ghana Foundation?

Do you have any suggestions for improvement? If so, please specify.