

MONITORING REPORT – (SHORT)

Development Innovation Marketplace

Proposal # _____ Title: _____

Midterm Report (Date of Coverage)

I. Background Information

Period Covered by this Report (mm/dd/yy – mm/dd/yy)

Report Author:

Team Leader (if different from above):

Total Grant Award: Php _____

Disbursements to Date (amount/date/% of total):

II. Accomplishments to Date

1. What were the project objectives/expected outputs/expected outcomes for the period?
2. What were the actual objectives/outputs/outcomes achieved?
3. What were the deviations (if any) from the stated objectives/outputs/outcomes, and what were the reasons for these?
4. What were the deviations (if any) from the stated project budget and what were the reasons for these?
5. What are the factors that helped or hindered achievement of project objectives/outputs/outcomes?
6. What are the planned future actions?
7. Are there any additional comments or observations you wish to make with regards to the implementation of the project?