Annex A11ter: FINANCIAL REPORT

Country: Lebanon	AID:	Financial Report
Date:dd/mm/yyyy	Proponent : _____	
Project Title: _____	Project code: _____	

	LEGEND	Description	Unit cost in €	Quantity	Total cost in €	Italian cooperation	Other funders	Implementing Entity	Item percentage / total general cost	Spent as at dd/mm/yyyy	Remaining as at dd/mm/yyyy	Notes
ACTIVITIES		A. ACTIVITY AREAS										
		A.1 Activity 1.										
	A.1.a.	A.1.a.Activity 1.1.....	1	1	1	0	0	0	100%			
	A.1.b.	A.1.b.Activity 1.2.	0	0	0	0	0	0	0%			
	A.1.c.	A.1.c........	0	0	0	0	0	0	0%			
	A.1.	A.1. ACTIVITY 1 - TOTAL			1	0	0	0	100%			
		A.2 ACTIVITY 2.										
	A.2.a.	A.2.a. Activity 2.1.	0	0	0	0	0	0	0%			
	A.2.b.	A.2.b. Activity 2.2.	0	0	0	0	0	0	0%			
	A.2.c.	A.2.c.........	0	0	0	0	0	0	0%			
	A.2.	A.2. Activity 2 -TOTAL			0	0	0	0	0%			
	A.	A. TOTAL AREAS OF ACTIVITY			1	0	0	0	100%			
MANAGEMENT		B. PROJECT MANAGEMENT STAFF										
		B.1. EXPATRIATED STAFF										
	B.1.a.	B.1.a.	0	0	0	0	0	0	0%			
	B.1.b.	B.1.b.	0	0	0	0	0	0	0%			
	B.1.	B.1.TOTAL EXPATRIATED PERSONNEL			0	0	0	0	0%			
		B.2. LOCAL STAFF										
	B.2.a.	Local support of Secretary, translator, logistics, drivers, guardians, accountants, etc.	0	0	0	0	0	0	0%			
	B.2.b.	B.2.b.	0	0	0	0	0	0	0%			
	B.2.	B.2. TOTAL LOCAL STAFF			0	0	0	0	0%			
	B.	B. TOTAL PROJECT MANAGEMENT PERSONNEL			0	0	0	0	0%			
		C. OPERATING COSTS										
	C.1.a.	C.1.a. Utilities and rentals	0	0	0	0	0	0	0%			
	C.1.b.	C.1.b. Motor vehicles, fuel, transportation costs, vehicle insurance.	0	0	0	0	0	0	0%			
	C.1.c.	C.1.c. Stationery	0	0	0	0	0	0	0%			
	C.1.d.	C.1.d. …	0	0	0	0	0	0	0%			
	C.	C. TOTAL OPERATING COSTS			0	0	0	0	0%			
		D. VISIBILITY COSTS										
	D.1.a.	D.1.a........	0	0	0	0	0	0	0%			
	D.1.b.	D.1.b..........	0	0	0	0	0	0	0%			
	D.	D. TOTAL VISIBILITY COSTS			0	0	0	0	0%			
	A + B + C + D	Sub-total cost of the project (A + B + C + D)			1	0	0	0	100%			
		E. ADMINISTRATIVE COSTS (max 7% of the Subtotal A to D, net of the cost of the guarantees)										
	E.1.a.	E.1.a…………….	0	0	0	0	0	0	0%			
	E	E. TOTAL ADMINISTRATIVE COSTS			0	0	0	0	0%			
		F. GUARANTEES										
	F.1.a.	F.1.a……...	0	0	0	0	0	0	0%			
	F	F. TOTAL GUARANTEE COSTS			0	0	0	0	0%			
	B + C + E	Management costs			0							
		TOTAL GENERAL			1	0	0	0	100%			

Items: A, B, C, D, E, F

Nota Bene: The cost of **human resources** must be included in the item **"PROJECT MANAGEMENT PERSONNEL" (Item B)** only if they are personnel in charge of managing the project (for example: program manager, administrator, logistician, secretary, or other staff dedicated to monitoring or managing activities). If they are personnel with specific functions in carrying out the activities (for example: sectoral expert engaged in carrying out the activities) the relative cost must be included in the **Item A "ACTIVITY AREAS"**.

It is to note that the sum of the items B, C, E must be restrained and proportionate. It is suggested not to exceed 25% of the requested contribution.