**PARTNER SELF–ASSESSMENT REPORT[[1]](#footnote-2)**

|  |  |
| --- | --- |
| Project title | Development of master curricula for natural disasters risk management in Western Balkan countries  |
| Project acronym | NatRisk |
| Project reference number | 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP |
| Coordinator | University of Nis |
| Project start date | October 15, 2016 |
| Project duration | 36 months |

|  |  |
| --- | --- |
| Partner name |  |
| Acronym |  |
| Contact person |  |

Project number: 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP

*"This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"*

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team didn’t accomplish some task, please give the reasons.

|  |  |  |
| --- | --- | --- |
| **Activities – LFM code** | **Achieved to date** | **Comment** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**2. Changes**

Please indicate any changes in project realisation from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

|  |  |  |
| --- | --- | --- |
| **Changes to the planned contributions to the project** | **Likely implication for WP activities and suggested actions** | **Date of notification to NatRisk coordinator** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**3. Financial matters**

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on NatRisk management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the NatRisk Management Platform.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Received** | No. of the instalment | Amount | Date | Comment |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| **Spent** |  | Spent from Erasmus+ grant | Comment |
| 1.Staff Costs |  |  |  |
| 2.Travel Costs  |  |  |  |
| 3.Costs of Stay  |  |  |  |
| 4. Equipment Costs |  |  |  |
| 5. Subcontracting Costs |  |  |  |
| 6. Special Mobility Strand  |  |  |  |
| **Total**  |  |  |  |
| **Reported** |  | Yes | Partially | No |
| Financial excel table on the NatRisk platform filled-in  |  |  |  |
| ITR, Time Sheets and Staff Convention forms completed  |  |  |  |
| Supporting documents provided and uploaded to the NatRisk platform  |  |  |  |

Location, date Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. *This report concerns quality issues of NatRisk project. The contact person from each partner institution should complete this form annually, in consultation with the members of the partner institution project team, and submit the report by email to* s.priest@mdx.ac.uk *and* natriskuni@gmail.com *by and Sept 30th each year. The reports will be reviewed by the Quality Assurance Committee and a short report will be prepared and submitted to the Project Management Committee.* [↑](#footnote-ref-2)