

C. ending of the project

INFOSHEET

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how to use this form?

This form is about the ending the project, the final evaluation and follow-up activities you carry out during the ESC project as part of your support/sending tasks. You are asked not only to describe your activities, but also to attach all relevant documents that you use as part of the described activities.

Some questions which can help you to reflect on your activities:

1. Ending the project

How do you support the volunteer during the last month(s) of her/his project? When and how do you encourage reflecting on "after the project"?

2. Final evaluation:

How and when do you evaluate the project with the volunteer? How do you communicate the outcome with the hosting organization?

3. Follow-up:

What activities do you carry out / offer to the volunteer? (How) do you monitor what he / she is doing after a few months? (How) do you involve the volunteer in dissemination activities?

how?

what?

who?

when?