**SCB MARINE SECTION**

**CONSERVATION SMALL-GRANTS PROGRAM**

**REPORT FORM**

**Professional details** (Project leader/Awardee)**:**

|  |  |
| --- | --- |
| Title:  Surname: | Full forenames:  Known as: |
| Postal address:  Daytime tel no: Mobile tel no:  Email address: | |

**Study**

|  |  |
| --- | --- |
| Project title:  Country:  Date the grant was received: | |
| **Planned**  Location(s):  Start date:  End date:  # people involved:  # volunteers:  # locals working in the project: | **Actual** (complete if different from planned)  Location(s):  Start date:  End date:  # people involved:  # volunteers:  # locals working in the project: |

**Report**

|  |
| --- |
| **Detailed report (300 - 500 words)** - *Should include 1) proposed objectives and outcomes, 2) proposed activities/actions, 3) actual activities/actions, 4) subjective/objective evaluation of the effectiveness of actions, including detailed quantitative information, when possible, 4) how the project supported goals of the Society for Conservation Biology Marine Section (*[*http://conbio.org/groups/sections/marine/about*](http://conbio.org/groups/sections/marine/about)*), and 5) suggestions for further work or improvements to the completed project design.* |
| Word count: |

**Expenses**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **INCOMES** |  | **Requested (USD)** | **Actual (USD)** | **Difference (USD)** |
|  |  |  |  |  |
| SCB GRANT - Granted |  |  |  |  |
| Other income  (existing and pending) |  |  |  |  |
|  |  |  |  |  |
| **EXPENSES** |  |  |  |  |
|  |  |  |  |  |
| **Equipment** |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
|  | **Subtotal** |  |  |  |
| **Supplies** |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
|  | **Subtotal** |  |  |  |
| **Project-related travel** |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
| [Itemised expense] |  |  |  |  |
|  | **Subtotal** |  |  |  |
|  |  |  |  |  |
| **TOTAL INCOMES** |  |  |  |  |
| **TOTAL EXPENSES** |  |  |  |  |
| **DIFFERENCE** |  |  |  |  |

**Declaration**

I declare that the information I have given is, to the best of my knowledge and belief, true and complete.

Signature: Date: