

# End of Project Report

## Form Preview

### Project Details

\* indicates a required field

#### Project Title

#### Project Dates

##### Proposed time frames

**Project End Date (proposed)**

As previously reported

**Project Start Date (proposed)**

As previously reported

##### Actual time frames

**Actual project end date**

Must be a date

**Actual project start date**

Must be a date

#### Have any changes been required to the implementation of the project? If so, please provide an explanation

i.e. variation(s) to timelines, scope and/or budget

#### Activity summary

*Definitions below drawn from Tasmanian Government Project Management Framework, 'Project Management Fact Sheet: Language Matters', Version 1.2, November 2008*

#### What are the outputs/activities that have taken place?

Outputs are the products, services, business or management practices that were produced to meet the identified outcomes. They may be new products or services, or 'fixed things' called alterants. For example, 'one GPT and two raingardens were constructed'.

#### What have been the project outcomes?

Outcomes are the benefits or other long-term changes that resulted from undertaking the project. They are achieved from the utilisation of the project's outputs. Outcomes are linked with objectives, in that if the outcomes are achieved then the project's objective(s) have been met. For example, 'the raingarden produced a 80% reduction in Nitrogen pollution from the catchment'

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### Project met objectives \*

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree

### What level of success was achieved in terms of the project objectives?

A project objective is a statement of the overarching rationale for why the project is being conducted. It focuses on what the project achieved, rather than what was produced. For example, 'the health of the receiving waterway was improved through the reduction in stormwater pollution and increased detention of stormwater in the catchment'

### Were there any unexpected benefits /outcomes as a result of your project? If so, please explain.

Max 500 words

## Monitoring & Evaluation

\* indicates a required field

### Capacity

Capacity can be defined as:

*'the ability of individuals and organisations or organisational units to perform functions effectively, efficiently and sustainably' (UNDP 1998).*

The following definitions outline a number of ways capacity can be improved:

**Individual Capacity:** *the improved ability and skills of an individual or individuals within a single team or area to further implement sustainable stormwater management in their own work. For example, council officers are more skilled and confident in reviewing designs, managing construction and auditing WSUD assets.*

**Intra-organisational Capacity:** *the increased ability of an organisation across areas and as a whole to implement sustainable stormwater management. This may involve key processes, systems, cultures and resources. For example, officers in a 'parks and open space' team work collaboratively with a 'sustainability' team to maintain and identify opportunities for WSUD assets.*

**Inter-organisational Capacity:** *improved ability of a number of organisations to implement sustainable stormwater management. This may involve key agreements, relationships and networks that exist between stakeholders. For example, a number of councils collaborate to produce regional guidelines or strategies that enable sustainable stormwater management.*

**Institutional Rules and Incentives:** *a greater number or impact of formalised rules and incentives to enable sustainable stormwater management. This may involve key*

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*regulations, and policies. For example, a council implements a local planning scheme amendment that outlines stormwater quality requirements for a specific location or type of development.*

**Overall, to what level has this project built capacity for sustainable stormwater management? \***

- High
- Medium
- Low
- None or unknown

No more than 1 choice may be selected.

**In reference to the definitions above, in what way(s) has this project improved capacity?**

- Individual Capacity
- Intra-organisational Capacity
- Inter-organisational Capacity
- Institutional Rules and Incentives

**Where capacity was improved, please provide a description of this**

## Sustainability of Impacts

**Do you consider that the outcomes/outputs of the project will be long lasting? \***

- Yes
- No
- Unsure

**Why or why not?**

Max 500 words

**Describe any follow-on activity/s you now see resulting from the completed project, and the funding source envisaged for this (where relevant).**

Max 500 words

## Construction Projects

**Did this project involve capital works/design or construction of an asset?**

- Yes

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- No
- Not sure

### Outcomes

#### **Total Nitrogen (kg per annum)**

Must be a number.

#### **Total Phosphorus (kg per annum)**

#### **Total Suspended Solids (kg per annum)**

#### **Gross Pollutants (kg per annum)**

#### **Megalitres per year stormwater discharge reduction**

#### **Size of catchment treated**

Square metres

#### **Please attach photographic evidence of the works and any updated supporting files e.g. MUSIC modelling, As-Built plans**

Attach a file:

### Financials

\* indicates a required field

#### **Project Budget (Income)**

#### **Total Council monetary contribution**

Must be a dollar amount.

Including both stormwater quality improvement works and non-stormwater quality improvement works

#### **Total Melbourne Water monetary contribution**

Must be a dollar amount.

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**Total other funder monetary contribution**

\$

Must be a dollar amount.

Including both stormwater quality improvement works and non-stormwater quality improvement works

**Total project monetary income**

\$

This number/amount is calculated.

**Total Council In-kind contribution**

### Stormwater Quality Improvement Works Expenditure

<b>Stormwater quality project tasks / components</b>	<b>Council (monetary)</b>	<b>Council (in kind)</b>	<b>Melbourne Water Living Rivers Grant (monetary)</b>	<b>Other Funder (monetary)</b>	<b>Name of Other Funder (if applicable)</b>
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### Stormwater Quality Improvement Works Expenditure Totals

**Total Melbourne Water Living Rivers monetary expenditure**

\$

This number/amount is calculated.

**Total Council monetary expenditure**

\$

This number/amount is calculated.

**Total partner monetary expenditure**

\$

This number/amount is calculated.

### Non-Stormwater Quality Improvement Works Expenditure

**Total NON Stormwater Quality Improvement Works Monetary Expenditure**

\$

Must be a dollar amount.

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## Budget Totals

### Total Expenditure Amount

\$

This number/amount is calculated.

### Melbourne Water grant Income/Expenditure Difference

\$

This number/amount is calculated.

This indicates whether the grant provided (income) was under/overutilised.

### Have you completed the project as per your stated budget?

- Yes
- No
- Other:

### If project was not completed as per stated budget, please provide an explanation

Word count:

Must be no more than 500 words.

### Please provide a Statement of Financial Expenditure detailing how the grant was spent \*

Attach a file:

### Please provide any documentation outputs that have been produced as a result of this project/activity

Attach a file:

For example: Promotional material, strategic frameworks, resources, fact sheets, websites, training, guidelines, etc.

## Key Learnings

\* indicates a required field

### Lessons Learned \*

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Must be no more than 500 words

**What changes would you make to improve the success of the project or activity if you were to do it again? \***

Max 500 words

**Do you have any other feedback you would like to give about the Living Rivers program?**

## Statement of Certification

\* indicates a required field

I certify that:

- All details in this report are true and complete and that this is an accurate Final Project Report for the project; and
- All associated parties participating in the project have agreed that this report is an accurate representation of the project.

**I agree with the above statement of certification: \***

Yes

No

**Name: \***

Title

First Name

Last Name

**Position/Title: \***

**Date of certification: \***