

Information sheet for final reports

The UBS Foundation for social issues and education has supported your organization with a financial contribution. The Foundation must be informed immediately if the implementation of the project changes substantially compared to the submitted application, e.g. in relation to content, budget and financing. After completion of the project or acquisition, a final report must be submitted within six months.

This should contain:

- Brief description of the project, its progression and achievement of objectives, number of beneficiaries, particular challenges and successes, outlook;
- Final account with budget comparison and comments on any substantial deviations. For new acquisitions, proof of purchase must be provided;
- Financing: detailed list of the funding organizations and statement on the use of the surplus or how the deficit has been covered.