

**Regulators’ Capacity Fund**

**Final Report**

Information provided in this report may be used for CRI communications and briefing materials.

|  |  |  |
| --- | --- | --- |
| **Project title:** | Project title | |
| **Lead organization:** | Organization | |
| **Project start and end dates:** | Project start date | Project end date |
| **Report compiled by:** | Name of author | |
| **Contact Email:** | Email address | |

|  |
| --- |
| **Section One: Summary of Results** |
| Please provide a summary of your overall project and results. Describe what was achieved, both anticipated and unanticipated. Identify any unexpected challenges or changes in project scope. If applicable, explain how the final outcome differed from the expected outcomes. |
| **Section Two: Output and Deliverables** |
| Describe or attach relevant outputs or deliverables that have been created as part of your project. Materials can include reports, training materials, presentations, tools, prototypes, etc. Provide in both official languages, if available. If the outputs are publicly available, please provide the links to the documents or news releases so that the CRI may highlight and share them with other regulators. |
| **Section Three: Risks** |
| Indicate whether there were changes in risks, whether they became issues and whether additional risks were identified. If so, indicate how they were mitigated. |

|  |
| --- |
| **Section Four: Evaluation, Lessons Learned, and Reflections**  If a separate project evaluation was conducted, please attach.  Would you be willing to provide a presentation on your project, including sharing lessons learned, in a virtual environment for other regulators?  Yes  No |
| * How did you define success for your project? * What were your team’s most significant learnings during this project?   + Describe your project-specific learnings; and,   + Describe general project learnings.   + What can other regulators learn from your experience? * What skills were particularly critical to accomplish the project? * Where do you feel the project could have used more support? * If you had the opportunity to do the project again, what, if anything, would you do differently?   Describe how you will share the lessons learned during your project.   * How do you intend to share lessons learned within your department? * How do you intend to share lessons learned with other government departments? Which departments would benefit the most from your learnings? |
| **Section Five: Next Steps and Supporting Competitiveness** |
| Describe any next steps related to this project.   * Will the project evolve based on your learnings? * How will the results of the project translate into action?   Describe how the results of your project will enhance the capacity of regulators to incorporate economic and/or competitiveness considerations in the design or administration of regulations. |
| **Section Six: Innovation** |
| Will your department adopt any innovative regulatory processes as a result of the project? **If yes, please explain.** This includes regulations and regulatory processes, tools, system, and other items related to regulations and your administration that meet one of the criteria below.   * New and not currently routinely or broadly used by your department such as an invention, a new technology or new process, a new intervention. * Applications of existing approaches in a setting or condition where they have not or could not be used before. * A significant change of an existing approach aimed to improve its functionality, cost, or performance. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section Seven: Progress Against Milestones** | | | | |
| For all identified milestones or activities since the last project reporting period, indicate planned and actual start and completion dates. Additional lines can be added to this table as required (press the tab key in the last row). You may submit a separate document that includes this information. | | | | |
| **Milestone/Activity** | **Description of Outcome or Deliverable** | **Planned Start and End Dates**  [YYYY/MM/DD - YYYY/MM/DD] | **Actual Start/End Completion Dates**  [YYYY/MM/DD - YYYY/MM/DD] | **Comments: Explanation if delayed, challenges faced, etc.** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Section Eight: Financial Reporting | | | |
| CRI Project Cost: | **$** | | |
| CRI Funding Received to Date: | **$** | | |
| For all expenditures since the last reporting period, indicate planned and actual amounts spent using CRI funds. Indicate total expenses for previous reporting periods. Where indicated, include the total for the project overall. Additional lines can be added to this table as required (press the tab key in the last row). You may submit a separate spreadsheet or other document that includes this information. | | | |
| Expense/Description | **Amount (Forecast)** | **Amount (Actual)** | **Comments/explanation regarding any discrepancies and how they were resolved.** |
|  | $ | $ |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total for this reporting period | $ | $ |  |
| Total for previous reporting periods | $ | $ |  |
| Total for the project | **$** | **$** |  |