

ENVIRONMENTAL FOUNDATION OF JAMAICA
GUIDELINES FOR END OF PROJECT NARRATIVE

UPON COMPLETION OF YOUR PROJECT YOU ARE BEING REQUESTED TO DO A REPORT ON THE IMPLEMENTATION PROCESS AND ITS OUTCOME.
PLEASE USE THE POINTS LISTED BELOW. THIS NARRATIVE SHOULD BE AMONG THE FINAL SET OF REPORTS SUBMITTED TO THE EFJ.

1. Project Objectives
2. Extent to which Project Objectives were achieved
3. Main problems encountered and their effects on the implementation activities
4. How were problems dealt with and resolved
5. Lessons learned from the exercise, by your organization
6. Strengths and weaknesses of the implementation process in retrospect
7. How will the project output(s) be managed or maintained to fulfil intended purpose or goal of project
8. Recommendations for your organization
9. Recommendations for the EFJ