Moving Child gGmbH

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**Annual report for Moving Child gGmbH**

**COMMENTS AND NOTES**

An annual report or application for further funding must be submitted if funding over a period of several years has been agreed upon. The report is necessary and a prerequisite for the continuation of the support by Moving Child.

The report should be submitted by October 1st of each year. If the contract has only run for a few months by that time, the annual report can also be submitted after the end of the funding period (anniversary of the start of funding).

The annual report allows the evaluation of the funding process and the progress of the project. The report can be submitted in German or English and should briefly and concisely describe both the use of the funds made available so far and your plans for the project. If you have any questions about this report / application, please do not hesitate to contact us by phone or email.

*The most important criterion when deciding on the continuation of the funding is the fulfilment of the foundation's purpose and compliance with the contractually specified uses.*

Please note that we need a **donation receipt** right after you receive our financial support.

**Attachments**

* Current notice of (tax) exemption as a scan or a copy (only if a new notice has been issued since the application).
* Non-copyrighted pictures and materials that can be published on our website.

**REPORT FORM**

First name, last name of the applicant:

Address:

Email address:

Phone number:

1. Name of your project and address of the responsible body:
2. **Extent of support:** To what extent did the project receive financial support from Moving Child during the last funding period?
3. **Use of funds:** For what purposes were the funds used specifically? If the funds have been used for a number of purposes, please state at least approximate proportions (e.g., 80% counselling costs (€ 50 / hour, 20% catering for the participants)).
4. **Project status:** Does the current development status of your project meet your expectations? If so, please describe the current status of the project. If not, please describe any complications or unforeseen circumstances that have hindered the development of the project.
5. **Highlights:** Have there been any special events or highlights in the last funding period that you want to tell us about?
6. **Direct effects:** How did the funding from Moving Child aid / enable the development of the project?
7. **Impact and evaluation:** Can any long-term effects be observed already? How can you evaluate the project’s success? Was there for example feedback from the target group, a participant survey, a project evaluation, etc.?
8. **Support evaluation:** Do you see possibilities to improve the financial or personal support of Moving Child?
9. **Continuation of support:** In the framework of the support agreed upon, to what extent do you need funding in the next funding period? Are there differences to the sum listed under section 2?
10. **Planned activities:** Please describe the specific activities that you have planned with the funds in the next funding period.

I hereby give my consent to the storage and processing of the above data (see legal notice below).

Place and date Signature

**Legal notice**

This data protection notice applies to data processing in connection with the supporting activities of Moving Child gGmbH, Mathildenstraße 12, 80336 Munich. Your details are required to process the application and to pass on information (legal basis is Art. 6 Para. 1 S. 1 f) GDPR). In order to be able to send you information by email, we need your consent (the legal basis is Art. 6 Para. 1 S. 1 a) GDPR). Personal data will be passed on to third parties only if necessary for the foundation's activities. We store data for as long as they are needed to process the application, its approval and reporting, or for as long as we want to stay in contact with you. You have the right to information, correction, deletion and objection. You can request information about the data stored about you and have the right to receive a copy of your data. In justified cases, you can also request the deletion or correction of your data or the restriction of the processing of your data. You can revoke your consent to receive e-mails at any time with effect for the future. You can object to the processing of your data at any time. To exercise these rights, you can contact our managing directors (info@moving-child.com). In addition, you can contact the Munich Commissioner for Data Protection and Freedom of Information as the responsible supervisory authority.