**PROGRAM REPORT**

To be accompanied by a Financial Report

*Please type. Please attach also copies of any relevant press coverage.*

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| Grant No.  | SKZ100- |
| Grant receiving organization | Kostanay State University named after A. Baitursynov (KSU) |
| Project coordinator | Elena Kandalina |
| Reporting period | 04.28.2015-05.28.2015 |
| Please describe how the goals of the program (project) were met | 25 participants from 11 cities of Kazakhstan shared their teaching experiences on 8 topics related to competency-based EFL and developed EFL teacher’s proactivity via sharing best practices during their presentations in the format of workshops, demonstrations, paper or poster sessions, as well as virtual presentations.  |
| Please describe the kind of events organized; the issues discussed; the number of publications; the new contacts made | At the Pre-Conference event there was a workshop run byPhD Helena Curtain on the topic ‘*Getting the Message Across:Providing Context and Comprehensible Input Through the Medium of English’*. About 30 participants, pre- and in-service teachers from Kostanay State and Pedagogical Universities and other cities of Kazakhstan attended the workshop. At the conference 4 key-speakers made a talk at Plenary sessions at the beginning and end of the KazTEA Conference, the topics of which related to TEFL issues related to Young Learners teaching, Professional Development. About 140 teachers attended 41 sessions, 90 of them were from the city of Kostanay and its area. 6 participants submitted their online presentations that were downloaded on the website of KazTEA [http://kaz-tea.kz/2015/04/24/kaztea-2015-virtual-presentations](http://kaz-tea.kz/2015/04/24/kaztea-2015-virtual-presentations/) . There was a training session hosted by PhD Helena Curtain ‘*Functional Chunks of Language: Building Blocks to Language Proficiency in the Young Learner Classroom*’ arranged during the Conference, which was attended by more than 60 teachers. There was a KazTEA Board meeting arranged during the conference which was attended by 11 members of TEAs in person and via skype.  |
| Immediate output results: Please describe the impact the grant has had on your organization and the participants in the program activities, including evidence of change of attitude or knowledge, and public reaction  | Conference attendance rate is evaluated as high. All the feedbacks on the part of attendees and participants are positive. 94% of sessions are assessed as successful according to the feedbacks arranged at the end of the event. Online papers are downloaded on the KAzTEA website at <http://kaz-tea.kz/2015/04/21/kaztea-2015-2/> Virtual presentations are available on the Conference website as well. Facebook page with a special group ‘Development of Critical Thinkers’ at <https://www.facebook.com/groups/561346114006192/> has been developed for teachers to download their teaching materials and share their classroom practices. At the moment 58 members are subscribed. 3 teachers from Nazarbayev Intellectual Schools downloaded their classroom materials and workshops. There are some valid recommendations done, such as developing mechanisms for the association marketing and diversify the format of events. As the result of the board meeting authorized representatives of 5 registered TEAs decided to establish an association of legal entities KazTEA, and Memorandum and Charter of Association were approved and signed to proceed for registration of TEA KazTEA at the taxation authority.  |
| Long-term impact/performance: Please describe the likely future impact of the program (project) and what new plans or projects were conceived  | It is expected that conference participants and attendees will implement teaching tips on communicative and competency-based teaching in their classroom settings. Also local teachers as well as their students are expected to take part in the events that are designed to develop their professional skills, leadership potential and enhance EFL language proficiency, in the exchange and post-graduate education programs particularly. KazTEA is expected to set its representative TEAs across the country to enhance and strengthen the activity of its members and organization in general; to apply for educational projects with national agencies. It is expected to sign a Memorandum of Cooperation with Republic Institute of Continuous Education and AEO Nazarbayev Intellectual Schools to gain support in KazTEA activities and increase its membership. |
| Please give an illustration example of the program’s success | The KazTEA conference was of success thanks to the work of the organizing committee that was represented by 6 members of 5 TEAs and the head of the Department of Foreign Languages at KSU. Cooperation of organizing committee members was productive and due on time thanks to their work online on Google+ website. All the application forms and articles as well as the feedbacks on them were available for the committee members at their convenient time. Cooperation with authorities of state institutions such as Republic Institute of Continuous Education and Board of Directors of AEO Nazarbayev Intellectual Schools was established while arranging the event. There was a speaker from the Republic Institute of Continuous Education on the topic of current situation in multilingualism which is crucial for Kazakhstani teachers.  |
| Any problems encountered and how they were solved | Early (snap) presidential elections hindered participation of some teachers at Pre-Conference Event. What is more one teacher had to cancel her visit due to her obligations within the framework of the election campaign. Far distance location prevented participation of teachers from southern regions.  |
| Other comments or suggestions for improving the program (project) | To involve other commercial partners to diversify the activities within the event and apply diverse electronic and traditional aids to introduce KazTEA operation to greater number of stakeholders that could increase the participation rate of the event.  |
| Please indicate any address or telephone/fax changes |  |

*Thank you for your cooperation*

*Спасибо за сотрудничество*

**FINANCIAL REPORT**

**ФИНАНСОВЫЙ ОТЧЕТ**

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| Grant No. Грант № | SKZ10015GR250 |
| Grant receiving organization**Наименование организации, получившей грант** | A.Baitursynov Kostanay State University |
| Project coordinator**Координатор проекта** | Yelena Kandalina |
| Reporting period**Отчетный период** | 02/24/2015 – 04/30/2015 |
| Amount of the installment and when received **Сумма гранта и когда был получен** | $ 5,520.00 |
| If part of the money has not been spent yet, explain why**Если какая-либо часть денег не была израсходована, укажите причину** | **$1.379.327 Accommodation costs were lower than planned. Communication costs were co-financed by A.Baitursynov KSU** |

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| **№** | **Budget item****Статья бюджете** | **Amount allotted****(USD)****Выделенная сумма**  | **Amount spent during reporting period****Сумма, потраченная во время отчетного периода** | **Amount spent since project started****Сумма, потраченная с момента начала проекта** | **Balance** **(USD)****Баланс** |
| **A** | **B****See budget in the Grant Agreement****(см. бюджет грантового соглашения)** | **C** | **D** **Local currency** **(Tenge)****Местная валюта** | **E** **USD** | **F** **Local currency** **(Tenge)****Местная валюта** | **G** **USD** | **H = C-G** |
| 1 | Travel expenses for 26 participants | 2.100 | 403395 | 2176,396 | 403395 | 2176,396 | - 76,396 |
| 2 | Accommodation for 26 participants | 2.850 | 264350 | 1426,221 | 264350 | 1426,221 | 1423,779 |
| 3 | Coffee-breaks | 485 | 88541 | 477,696 | 88541 | 477,696 | 7,304 |
| 4 | Communications | 25 | 0 | 0 | 0 | 0 | 25 |
| 5 | Stationaries | 60 | 11188 | 60.36 | 11188 | 60.36 | -0.36 |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
|  | **Total: Итого** | **$5.520** | **$767.474** | **$4 140,673** | **$767.474** | **$4 140,673** | **$1379.327** |

**Signature of grantee/project coordinator: Yelena Kandalina Date: 08.10.2015**

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| GUIDELINES:The financial report should be submitted after the expenditure of each payment installment in the time specified in the grant. It should include a detailed description of all expenses made during the period according to the budget items. \*Use the money only for the purchases/services stated in the grant contract; any other expenses are borne by the organization. Misused funds will be required to be repaid to the U.S. Embassy.\*You are allowed to make cumulative adjustments up to 10% between the budget items. Do NOT make any greater transfer of sums without the written permission of the Democracy Commission. \*Please apply the exchange rate that was used for the payment by the U.S. Embassy. \*The report must be certified by the Grantee’s authorized official.SOME DETAILSTrips: Accommodation, transportation and per diem should be accounted by presentation of official documents with the names and signatures of the participants, the amount per day, the total duration of the trip, the task of the trip, destination, and report for the activities. The general report of the activities and results of the trips should be stated in the program report. Publications should be accounted by presentation of copies of published materials. The implications of the publications and other media response should be included in the program report. Bank papers: please present copies of the bank documents for the reported amount. They should state the bank charges for any bank operation and the interest, which should be refunded to the U. S. Government after the completion of the grant. If the grant provides partial funding for any expenses, please submit papers for the whole amount and indicate in the financial report the part, covered by the grant.(Example: The grant covers 30% of the rent per month. Submit the rent contract for $100/per month. State in the financial report review that the amount of $30 is 30% of the rent ($100), which for the period of 6 moths makes $180). | ТРЕБОВАНИЯ ПО ФИНАНСОВОЙ ОТЧЕТНОСТИПосле осуществления всех выплат из выделенной суммы в период, определенный в грантовом соглашении необходимо представить финансовый отчет. Он должен содержать подробное описание всех расходов в течение отчетного периода согласно статьям бюджета.\*Используйте средства только на покупки/услуги, предусмотренные в грантовом соглашении; остальные расходы несутся самой организацией. Неиспользованные фонды должны быть возвращены Демократической комиссии.\*Вы вправе вносить изменения в статьи бюджета, не превышающие 10% от суммы каждой статьи в пределах общей суммы гранта. НЕ вносите изменений в больших размерах в бюджет без предварительного письменного разрешения Демократической комиссии.\*Пожалуйста, используйте курс, по которому Вы получили средства от Посольства США.\*Отчет должен быть заверен офциальным лицом от Грантополучателя.ПОЯСНЕНИЯОтчет по оборудованию, приобретенному на средства гранта, необходимо сопровождать копиями квитанций и чеков, с указанием серийных номеров и спецификаций.Результаты конференции, освещение в СМИ должны включаться в программный отчет. Приветствуются фотографии с места события, приложенные к отчету.Банковские документы: пожалуйста, представьте копии банковских документов за подотчётную сумму. Они должны содержать информацию о стоимости всех банковских операций и процентах, которые должны быть возвращены правительству США по завершении проекта.Административные расходы должны излагаться согласно статьям бюджета. В случае аренды помещения необходимо приложить копию договора об аренде.Если грант покрывает часть расходов, то пожалуйста, представьте документы на всю сумму и обозначьте в финансовом отчете часть, покрываемую грантом.(Например: Грант покрывает 30% аренды в месяц. Представьте договор об аренде на $100/в месяц. В изложении финансового отчета укажите, что сумма в $30 является 30% от аренды ($100), которая за период 6 месяцев составляет $180).  |