# Adult Community Education Program

## Final Report Template

All organisations funded through the Adult Community Education Program are required to provide a final report on completion of their project. Please complete the final report template and return to Education:ACEProgram@sa.gov.au

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| Organisation details | |
| Organisation name: | Contract ID number: |
| Contact person: | Contact number: |

### Project Plan

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| 1. Project name: |
| 1. Provide a first-year project delivery summary, including: 2.1. Purpose of the project 2.2. Learner cohort profile 2.3. Tutor and mentor profile 2.4. Partner engagement |
| 1. Describe the project successes and challenges.  3.1. What will you keep doing because of the success? 3.2 What will be done differently in future projects and why? |
| 1. Describe how the project addressed the learner’s needs. |
| 1. Describe the value the project partners have added to your project. |
| 1. Describe the outcomes the project achieved for individuals and discuss the way the project supported the achievement of those outcomes. |
| 1. Were the chosen foundation skills units suitable to achieve learner outcomes and purpose of the project? 7.1 Would you like support when selecting FSK units? |
| 1. What areas of professional development would benefit the ACE Tutor, ACE Project Manager, and others? |
| 1. Please provide any good news stories that demonstrate the success of the project. |
| 1. Other Comments: |