



Fossoway and District Community Council

Community Benefit Fund

End of Grant Report Form

Please ensure you complete **all** sections of the form.

Section 1 – Project Summary

Name of Organisation			
Name of Project			
Project Start Date:		Project End Date:	
Organisation Contact			
Correspondence Address			
Day Tel:	Evening Tel:	Mobile Tel:	
Email:	Organisation Website:		

Section 2 – Project Activity and Outcomes

Description of the Project / Activity
What we said we would do (<i>refer to Targets and Outcomes identified in your grant application</i>)

What we actually did (please include any facts and figures to illustrate what you did / number of activity sessions / people involved / time commitment / users , etc. Refer also to your Project Targets and Outcomes)

The Impact on our Community (please outline the difference this project has made to the local community / user groups / amenity and the anticipated longer term impact. What are the headline achievements? Refer to the anticipated Community Impact outlined in your grant application and include any supporting evidence of success e.g. video /images; quotes from users / participants; newsletters; local news coverage, etc.)

Challenges, Changes, Lessons Learned (To help us learn from your experience please tell us about any challenges or problems you encountered that affected progress or stopped some outcomes being achieved. How did you respond? Were there any unexpected outcomes, positive or negative? What would you do differently in the future?)

Other Comments / Feedback (*We would be pleased to receive your comments or other feedback on your experience of this grant scheme, including on how this might influence your approach to future fundraising*)

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Section 3: Signature and Checklist

Statement to be signed by an authorised person within your organisation:

To the best of my knowledge the information given on this form is correct and gives a true and accurate account of the organisation's work, finances and needs.

Your Name (in block Caps)			
Address (if different from Section 1 above)			
Position Held in the Organisation:	Daytime Tel No:		
	Home Tel No:		
Signature:	Email Address:		
	Date:		

Make sure that:

You have answered <u>all the questions</u> on the End of Grant Report form	
The Form is <u>signed</u> in person by an authorised person from your organisation	
You have included a completed Statement of Project Income and Expenditure	

Please return this End of Grant Report Form to:

Fossoway Community Benefit Fund
c/o Devonview,
Main Street
Crook of Devon,
Kinross-shire,
KY13 0UR

Email: fossowayhydro@gmail.com; Tel: 01577 840669