

APPENDIX A

Local Joint Committee Project Feedback / Evaluation



Name of Organisation or Group

Name of Key Contact

Contact Address

Postcode

Telephone

Email

Date Grant Awarded

Amount of Local Joint Committee
Grant Awarded

£

1. What was the main aim of your project?

2. Who have been the main beneficiaries?

If the project supported a specific number of people please state how many

3. Did you achieve what you set out to do?

If the project achieved any additional benefits please let us know

APPENDIX A

4. Did you have any challenges in the delivery of the project?

Please let us know about any unexpected setbacks

5. Has your local community supported the project?

Please give examples

6. Please comment on the application process and support provided from your Community Regeneration Officer:

7. Any other comments:

8. How the grant has been spent?

Please give a breakdown of the items or activities funded by the grant. Please keep your receipts for 5 years as our auditors may ask to see these at a later date.

A	B	C	Guidance
Item or Activity	Total Cost £	Amount from Local Joint Committee £	
			<p>In column A list all the individual items or activities that your grant was spent on.</p> <p>In column B put the total amount you spent on each item or activity.</p> <p>In column C put how much was paid for from your LJC grant.</p> <p>If the Local Joint Committee (LJC) funded your entire project costs then the figures in B and C will be the same. The figures you put in should be the actual amounts. These may be different from estimates in your application form.</p>
Total Amount Spent			

APPENDIX A

If the details above are different from what you put in your application form, why is this? Give details of any contact you had with us to agree any changes. You will need to return any of the grant you have not spent to us.

I confirm that the information supplied above is correct to the best of my knowledge.

SIGNATURE:

POSITION: **DATE:**
.....

Please complete, sign and return this form as soon as your project has completed together with copies of any press releases, photo's and receipts etc.

The information provided will help us provide feedback to the community.

Vicky Turner
Community Regeneration Officer
Community Working South,
Shropshire Council,
Westgate
Bridgnorth
Shropshire
WV16 5AA