

Portishead Town Council

Grant Evaluation Form

Tel: 01275 847078 Fax: 01275 817290 E-mail: clerk@portishead.gov.uk
The Folk Hall, 95 High Street, Portishead, BS20 6PR

You recently received a grant from Portishead Town Council. Please will you complete this short evaluation form to enable us to assess the impact the grant has made to your project and the local community.

This form will be used to inform future applications.

Year of award:

1. Name of Group / Organisation:

2. How much funding were you awarded?

3. Did you spend the entire amount awarded? Yes No

If no please explain why not and how much is remaining:

4. What did you use the money for?

5. What difference has the funding made in the locality/community?

Please include information about the number of people from Portishead who participated and/or benefited from the grant.

6. How did your group measure the benefits?

7. Did you come across any problems in the delivery of your project? Yes No
If yes please tell us about them:

8. Please use this space to make any other comments which will help us improve the grants process/programme:

Form completed by:
(name/address)

Position in Organisation:

If you received money for equipment or capital works please include proof/copies of relevant receipts to this evaluation form.

Please return your completed form to:

**Portishead Town Council, The Folk Hall, 95 High Street, Portishead,
BS20 6PR**

Further information about Portishead Town Council and its grant policy, including monitoring and reporting requirements, is available from: www.portishead.gov.uk