**Please complete all sections of this form.**

|  |
| --- |
| **Grant details** |
| **1.** Charity name: |
| **2.** Address: |
| Postcode: |
| **3.** Bank of Scotland Foundation Reference Number: |
| **4.** Grant received from Foundation: £ |
| **5.** Purpose: |

|  |  |  |
| --- | --- | --- |
| **Expenditure** | | |
| **6.** Please state specifically how the Foundation’s grant was spent. | | |
| Breakdown of expenditure as per original Application Form  (Question 12) | Intended Breakdown of  Expenditure | Actual Grant Expenditure |
| e.g. Rent of premises | £1,000 | £900 |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
| **Total** | **£** | **£** |
| If any expenditure on salaries, how many people’s salaries were funded? | | |
| Please explain any discrepancies above. We may contact you to follow this up. | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Performance** | | | |
| **7.** How many people benefitted from the grant? (approximately or exact if known): | | | |
| **8.** How many additional volunteers were recruited as a result of the grant (if applicable)? | | | |
| **9.** How well do you think your project met its objectives? | Exceeded | Met | Did not meet (Expand below) |
| Outline how you performed against what you wanted to achieve, as outlined in Question 12 of your Application Form. | | | |
| **10.** How have you measured the success of the project? | | | |

**11.** Have you leveraged any further income as a result of the grant?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Funder Name** | | | **Amount** | |
|  | | | **£** | |
|  | | | **£** | |
|  | | | **£** | |
| **12.** Briefly outline the future development of your project: | | | | |
| **13.** How did you find the application process? | Excellent | Good | | Poor |

|  |  |
| --- | --- |
| **Performance** | |
| **14.** Do you have any suggestions on how it could be improved? | |
| Signed: | Print name: |
| Position: |
| Date: | Contact Tel No: |

Please return to:

**Bank of Scotland Foundation**

**Medium Grants Programme Evaluation**

**The Mound**

**Edinburgh**

**EH1 1YZ**