

Monitoring Form

Voluntary & Community Organisations



Nottingham

City Council

Name of Group

Contact address

(For correspondence)

Email address

Contact phone no.

Home

Mobile

Brief description of project / activities undertaken

What parts of your project / activity were most successful?

What parts of your project / activity were least successful?

What have you learned delivering your project / activity?

Did your project / activity differ from what you planned to deliver (numbers of beneficiaries / location etc)

What difference has your project / activity made to your community?

Tell us how you have spent your grant from us

Amount spent **Grant amount**

Item	Amount

Who benefited from your activity

Number of people **Where did your activity take place**

Briefly describe the people who benefited

Details of person completing form

Name

Signature

Position in group

Date

We are always happy to receive pictures / flyers / posters / photos' / feedback etc of events and activities that you have held using our funding. This information enables us to promote City Council funding streams and the work of Voluntary and Community organisations across Nottingham. Please include any examples with this form.

Please indicate that you have the permission of any individuals identified within pictures / photographs and that you are happy for us to use this information.

 YES **NO**