

THE LEN PICK TRUST

MONITORING AND EVALUATION FORM

(To be completed by all organisations in receipt of a grant from LPT)

Name of organisation

Name of person completing form

Position in organisation

Your previous grant from LPT was £

Date agreed:

Purpose of grant (as described in your previous application)

1. Please demonstrate how this grant was spent, giving if possible a breakdown of any specific use of the grant. This information may be supplied as a separate budget or identified through your accounts.

2. Did any of the following occur in the past 12 months? (please tick)

Increased membership

Improved service delivery

Wider public awareness

Increased user involvement

Additional services

Increased volume of work

3. Has your organisation encountered any unexpected issues during the past 12 months?

Yes

No

If yes please describe

4. Have you collected any monitoring statistics during the period of the grant?

Yes

No

5. If yes, please describe method and outcomes (If you have a separate report of your own evaluation please attach)

6. Will your organisation make any changes as a result of your evaluation?

7. What other evidence do you have that your organisation met the needs that were described in your original application?

8. How have you ensured that quality standards are maintained?

9. Do you wish to add anything about the use of the grant that you would like to bring to the attention of Trustees?