BCBN Grant Report Form

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| Name: |  |
| Charity: |  |
| Address: |  |
| Contact details: |  |
| Project awarded: |  |
| Date cheque awarded: |  |

BCBN seeks to provide small grant awards to local community initiatives that are able to demonstrate the positive impact they have on the community. Our vision is to empower small charitable projects to improve the wellbeing of our community.

BCBN wishes to have a better understanding of the difference you have made within your local community through a recent grant you have been awarded. As a requirement following your grant we would like you to complete this report about the project you have delivered on behalf of the funder. The information that you are providing will directly relate to the aims and objectives that you set out in your original grant application form.

By completing this report, you are providing us with extremely important information about registered charities, voluntary and community groups and social enterprises and the activities that are being carried out charities and community projects within the UK as well as the impact that is being received.

Thank you for taking the time to contribute towards the evidence we are gathering, your input is highly appreciated as the results will help us secure more investment to be distributed in the community and allow us to share your stories.

1. **Describe the activity that was funded by the Grant?** (Min 200 words)

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1. **When did the project/activities take place?**

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1. **How many people have directly benefited from the grant? Please tell us who benefitted i.e. age, ethnicity, demographic, local community** (150-250 words)

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1. **What difference has the grant made to your organisation? Will the grant have a long-term impact, and if so, how? You could include comparisons of before and after the fund to show the immediate result of the fund used and how it helped your cause or project.**

(min 200 words)

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1. **Measuring the impact of your work in quantifiable and qualifiable terms. Please share data which illustrates the number of people benefited from your project/ cause; You may include individual case studies or quotes attached to this document.** (Min 200 words)

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1. **What marketing material did you utilise to publicise the project/activity and the BCBN Grant award? If you have any photographs, leaflets or press cuttings please enclose copies or email them to** [**grants@bcbn.org.uk**](mailto:grants@bcbn.org.uk)

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1. **Please provide any feedback on the BCBN Grant Initiative application and the award process.**

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For further information please use a separate page

*Please remember to include receipts, invoices or photographs of the project with this evaluation form.*

**Signature:**

**Print Name:**

**Date:**