

Holme Valley Parish Council

The Civic, Huddersfield Road, Holmfirth HD9 3AS

Email: clerk@holmevalleyparishcouncil.gov.uk

Tel: 01484 687460



Grant Evaluation

- The Parish Council likes to hear how community groups have used the money awarded to them
- As the money awarded is public money, we also need to make sure that the money has been spent appropriately and as agreed

Name of Organisation	
Amount of award	£
Purpose for which the grant was awarded (Maximum 20 words)	

The Story of Your Project

- *Tell us what you did with the money awarded to you (Maximum 500 words)*
- *Attach a few photos*

The Story of Your Project contd.

What you achieved

<p>What were the benefits of your project? (Maximum 500 words)</p>	
<p>Who benefited from the project? (Maximum 200 words)</p>	
<p>How many people benefited? (Maximum 200 words)</p>	
<p>Was the project inclusive? How were marginalised groups (elderly, disabled, young people etc) able to participate?</p>	
<p>Reflecting on climate change, did the project address any aspects of the climate emergency? How?</p>	
<p>Did you achieve what you were trying to do? (Maximum 200 words)</p>	

Finance and Expenditure

We ask groups to retain their receipts and invoices, and to keep a record of what they've spent for auditing purposes

	Grant awarded	£
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Date	Description of expenditure (use another sheet if necessary)	Amount
		£
		£
		£
		£
		£
		£
		£
		£
		£
		£
		£
	Total expenditure	£
	Amount of grant remaining (if any)	£

Any amount of the award unspent may have to be returned to the Parish Council

Person completing this form		Date	
Position in organisation			

Send the completed application form, together with all supporting documentation, preferably in PDF format to: clerk@holmevalleyparishcouncil.gov.uk

Alternatively, you can send the paperwork to: Holme Valley Parish Council, The Civic, Huddersfield Road, Holmfirth, HD9 3AS.

Have you considered inviting a Member of the Parish Council to come and see your project and how your grant money has been spent? Why not give the Parish Council a ring and arrange a visit 01484 687460?