

Ward Name:

Bid No:



Leicester's Get Growing Small Grant Scheme EVALUATION

Please take the time to complete this form as fully as possible. We want to hear about the good things from your project so that we can spread positive news in the community. The quality of the feedback you give us here will also influence the outcome of any future grant applications you may make.

Please return this form to:

Daxa Ralhan
Leicester City Council
115 Charles Street
Leicester
LE1 1FZ

Foodplan@leicester.gov.uk

- 1. Project name and organisation**
- 2. Person completing this form and position in organisation**

3. Your expenditure

3.1. Amount you received through Leicester's Get Growing Small Grant Scheme

3.2. Which ward(s) did you undertake the project in?

3.3. Amount of grant spent?

3.4. Breakdown of expenditure (and income if applicable) to show what you have spent the money on. This should be set out using appropriate sub headings e.g. catering, equipment, publicity, room rental, resources etc.

Item	Cost (£)	Estimate / Actual Cost (£)	Request to Ward Meeting (£)
Growing equipment			
Seeds and plants			
Room rental			
Catering			
Room hire			
Other (please specify)			
Total			

3.5. Please also submit all relevant receipts.

4. About your project

(Please try and answer the following questions)

4.1. What was your project, when and where did it take place?

4.2. Did the project meet the key aims? Please provide evidence e.g. include quotes, results of a questionnaire or photographs.

4.3. Did you have to change your plans or details you included on the application form?

- 4.4. Who was involved in training or supporting the growers?
- 4.5. Who and how many people took part and benefited from your project?
(Include quotes from people you worked with)
- 4.6. How do you know the people you worked with learned new skills that they will continue to use?
- 4.7. How did your event / project benefit the wider local community?
- 4.8. What aspects of your project are you particularly pleased with?
- 4.9. Did you come across any problems or is there anything you would do differently?
- 4.10. Did your project receive media coverage? If so please let us know.
- 4.11. What else about your project would you like to tell us about?
- 4.12. Please provide photographs if appropriate

5. Feedback

In relation to your grant application please rate the following services:

	Good	Okay	Poor	No opinion
Application form				
Guidance notes				
Evaluation form				
Advice and assistance provided by officers				
Arrangements in relation to payment of grant				