**Interim Report**

One of the key requirements of the fund is to comprehensively monitor your project, track its progress and understand what the direct impact of the project has been in the local community. Please complete and return this form following the first year of your fund to enable a funder review after which SSE will release your next years funding (where appropriate).

|  |  |
| --- | --- |
| Community Fund grant given by |  |
| Organisation Name |  | Grant amount | £ |
| Contact email address |  | Date awarded |  |
| Purpose of grant |  |

|  |
| --- |
| **Experience of the project*** Describe the activities that took place and/or any services or items purchased.
* What were the successes and challenges of the project in the last year?
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| **Benefit of the Project*** How many people did the project benefit in the last year?
* Please describe how they benefitted from the grant
* What were the key outcomes of the project?
* What difference has the project made to your organisation?
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| **The year ahead*** What are the key tasks and activities you wish to complete in the next year of the funding?
* Are there any changes or amendments you plan to make to the project in the next year?
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|  |

# Signature: ……………………………………..............

# Telephone No:.……………………………………………

# Date:…………………………………………………………

**I have included copies of publicity or media coverage in relation to this grant**

**I have included all invoices/receipts related to the grant expenditure**

Please return the completed form to: lindsay.dougan@sse.com

Paper copies of publicity and invoices should be sent to: Lindsay Dougan SSE 1 Waterloo Street Glasgow G2 6AY