

## WEST HILL PARISH COUNCIL

### GRANT QUESTIONNAIRE

Please complete electronically and send to [clerk@westhillparishcouncil.gov.uk](mailto:clerk@westhillparishcouncil.gov.uk)  
Thank you.

#### Why we are asking you to complete this

A few months ago, your organisation or group received grant funding from West Hill Parish Council.

As part of that process, and as explained in our Grants Policy, all organisations receiving a grant are required to complete this questionnaire to the Parish Council no later than six months after it was awarded, showing how the money was spent and how you achieved your outcomes.

The sum you received was given on behalf of the residents of the parish, so this questionnaire is an important way in which we assess the success of the grant made and how it benefitted those living here.

Please answer the questions as fully and as honestly as you can and continue your answers on a separate sheet or expand the text area if you need more room. You are asked to return your questionnaire **within six months** of receiving your grant. You might find it helpful to refer to the Grants Policy document which can be found on the Documents page of our website [www.westhillparishcouncil.gov.uk](http://www.westhillparishcouncil.gov.uk)

- 1. Please explain who benefitted from your project/event/initiative.**
  
  
  
  
  
  
  
  
  
  
- 2. Did you achieve the aims you set out in your application? If so, please explain how. (If not, please explain why this was not possible. (The Parish Council will contact you should it require further information).**
  
  
  
  
  
  
  
  
  
  
- 3. How did your project benefit the village and residents of West Hill in real terms? (Please be as specific as possible and provide, for example, uptake to event/s, details of numbers who participated etc.)**

4. **Will there be any longer-term benefits (legacy aspects) of the project/event/initiative? If so, please explain those here.**
  
5. **How did your organisation or group acknowledge and credit the Parish Council's funding (a condition of the grant)?** Please list all publications, media sites, websites, literature produced and Facebook posts where you placed material and, if possible, include an example of your materials.
  
6. **Please use this space to provide feedback about your experience of applying for a grant from West Hill Parish Council** (how easy you found it, the process involved, our decision-making, whether and how you would like to work with us again etc.).

*Thank you for completing your questionnaire*

**West Hill Parish Council**