

**PROPERTY FUND PROJECT / INITIATIVE EVALUATION FORM**

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| **ABOUT YOUR GROUP / ORGANISATION**  |
| Name of group / organisation |  |
| Name of project / initiative |  |
| Amount of funding received |  |
| Project / initiative start date |  |
| Project / initiative completion date |  |
| Date of evaluation |  |

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| **DETAILS ABOUT YOUR PROJECT / INITIATIVE** |
| Description of your project / initiative **(Max 250 words)** |  |
| Details of how the funding was spent\*  | **Please provide a breakdown of expenditure and how much each item cost** |
| Please provide details of any under-spend | **Where the grant is not spent in its entirety, any unspent balance must be returned to the OPCC** |
| **EVALUATING YOUR PROJECT / INITIATIVE** |
| What difference has the funding you received from the OPCC made to your project / initiative? |  |
| What difference has it made to your community? |  |
| How many people have benefitted from your project / initiative since you received the funding? |  |
| Please explain below how your project / initiative supported all or some of the **POLICE & CRIME PLAN OBJECTIVES**  |
| Tackle Crime and Antisocial Behaviour (objective 3) |  |
| Ensure Offenders Face a Consequence for their Crime (objective 4) |  |
| Always Put Victims First (objective 5) |  |
| Focus our Police on Online and Sexual Crime (objective 6) |  |
| Supporting Young People (objective 8) |  |
| **ADDITIONAL INFORMATION**  |
| Please attach or provide below any additional information you feel will provide further insight / understanding of what your project / initiative has achieved. **(For example, you may wish to include verbatim comments from the people who have benefitted from your project and / or photographic evidence)** |

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| **\*RETENTION OF DOCUMENTS** |
| Your **FUNDING AGREEMENT** stated that you are **required to retain** all invoices, receipts, accounting records and other documents relating to the expenditure of the funding and make these available to the Commissioner as part of the evaluation process. Please attach all those relevant to the funding you received. |
| **APPROVAL** |
| **All Evaluation Reports MUST be signed off by a senior officer / project lead from the organisation who received the funding** |
| Name: | Position: |
| Email: | Telephone: |
| Signed: | Date: |
| Please list attached documents:  |

***PLEASE NOTE*** *the information you provide may be used in publicity the Commissioner wishes to undertaken in respect of the grant. You must inform the OPCC where* ***confidentiality*** *considerations are relevant.*

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| **FOR OPCC USE ONLY** |
| Date Evaluation Report received: | OPCC officer: |
| Is the Evaluation Report Satisfactory?  | Yes | No |
| Comments: |