



MONITORING AND EVALUATION FORM

ANNUAL CORE GRANT FUNDING

You are required to provide a written statement to explain how the Annual Core Grant has been spent

Please return this form and the required supporting documentation to Ludlow Town Council, The Guildhall, Mill Street, Ludlow, Shropshire, SY8 1AZ. assistant@ludlow.gov.uk

Completion Deadline: 31st March of the financial year in which the Core Grant was awarded

Name of Group/ Organisation

Contact Name/Position held in the Group

Address

Telephone No

Email Address:

DETAILS OF GRANT

Amount Awarded

Year that the funding was received for e.g 2026 /27

--

Purpose for which grant was made (as stated in the original application)

--

Can you confirm that the whole of the grant was spent on the purpose for which it was given?

YES/NO *(please circle)*

Have you enclosed copies of accounts/receipts/invoices to support this monitoring form?

YES/NO *(please circle)*

If you have answered no to either question above please explain why. *(continue on a separate sheet if needed)*

--

COMMENT AND EVALUATION

Number of beneficences supported through the Core Grant.

What have been the benefits and effect to the community as a result of the grant?

If you plan to, how will you continue this work? (indicate financial or other arrangements made)

Did you need to raise additional funds? YES/NO (*please circle*)

If yes, what other funds did you manage to raise and from where?



Please add any other relevant information, highlights or comments:

Photograph and Feedback Submission

The Town Council requires and welcomes feedback and photographs from organisations.

Please be aware that photographs submitted to Ludlow Town Council may be publicised internally and externally for the purpose of news media coverage. Photographs may be used in the Town Council's newsletters, website and social media and press releases.

☐ Tick, if you do NOT wish to have your photographs to be used for publicity purposes.

Signed _____

Position _____

Date _____