

Please complete all sections of this form

In your application you told us what you expected the three key achievements of your grant to be and the income you expected to obtain from other sources each year. The delivery of those achievements should form the basis of your report to us, however, in this final report please take the opportunity to reflect on what was achieved over the whole grant period as well as in the final year.

Feel free to add evidence to demonstrate your achievements e.g. statistics, opinions of beneficiaries, case studies, independent feedback, press coverage or reviews. Include whatever evidence you have that you feel may help tell the story of the grant. If target numbers were included in your expected key achievements, please include these in your report.

We understand that goals change and need to be refined and you may find better ways to secure positive outcomes. As well as the expected results we are also interested in hearing about the unexpected and finding out about why things may not have worked as well as you planned.

Organisation name	
Grant start date	Grant reference (see grant letter)
Reporting period start date	Reporting period end date

1. What is the first expected key achievement?			
Measures for this achievement		Target date	Progress towards these measures
1a.	Target numbers to be included where possible.	Include the date by which these targets are to be met	To be completed when progress report is due (No more than 150 words)
1b.	Insert additional lines if required		
1c.			
1d.			

2. What is the second expected key achievement?
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Measures for this achievement		Target date	Progress towards these measures
2a.	Target numbers to be included where possible	Include the date by which these targets are to be met	To be completed when the progress report is due (No more than 150 words)
2b.	Insert additional lines if necessary		
2c.			
2d.			

3. What is the third expected key achievement?			
Measures for this achievement		Target date	Progress towards these measures
3a.	Target numbers to be included where possible	Include the date by which these targets are to be met	To be completed when the progress report is due (No more than 150 words)
3b.	Insert additional lines if necessary		
3c.			
3d.			

4. Optional – please detail progress made towards the additional expected achievements you told us about.			

5. If you specified in your Expected Key Achievements document that there would be additional income generated as a result of the grant please include the final income figures (including all income sources e.g. trading, contract grants etc.)				
	Start date of year	Total additional income		
		Expected at start of grant	Reforecast	Received

Year 1		£	£	£
Year 2		£	£	£
Year 3		£	£	£
Year 4 (if required)		£	£	£

6. Did any aspect of the grant delivery not progress as expected and were any subsequent changes made?
7. Has the grant achieved the expected results overall or did anything need to change?
8. What are the future plans for the development funded by this grant? (include details of any further funds secured to continue the work)
9. Is there anything you have not included elsewhere in the report that you feel we should know? E.g. you might have some wider reflections about the impact of the grant overall both within your organisation and beyond.
10. Please email us a copy of your latest annual report and full accounts independently examined by a qualified accountant covering the last 12 months (if you have not already sent them).
Date this form was completed

Thank you for providing this feedback. Please return this completed form by email to info@triangletrust.org.uk