

**End of Year/Grant Report**

Measuring the impact of our funding is important to the Gannochy Trust. The information you share with us will contribute to the Trust’s learning and understanding of what we have achieved, and the difference that we have made, as a funder**.** Some information from your funding application has been automatically inserted within the form to assist you in filling out the report.

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| **ORGANISATIONAL INFORMATION**  |

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| **Legal name of organisation:** |  |
| **Name that you are known by:**(if different to above) |  |
| **Name of Main Contact:** |  |
| **Position held:** |  |
| **Main Contact address:**  |  |
| **Main Contact email:** |  |
| **Main Contact telephone:** |  |

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| **PURPOSE OF FUNDING** |

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|  **1. PURPOSE/NAME OF PROJECT:** |
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| **2. FUNDING PERIOD COVERED BY THIS REPORT:** |
| **Start Date:** |  | **End Date:** |  |
| **Type of report prepared: (Tick one that applies)** | End of Year [ ]  End of Grant [ ]  |

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|  **3. TYPE OF GRANT:** |
| **Project Funding**  |  | **Core Funding** |  | **Capital Funding** |  |

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| **4. LEVEL AND AMOUNT OF FUNDING RECEIVED:** |
| **Small** |  | **Main** |  | **Major** |  | **Capital** |  |
| **Amount:** |  |

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|  **5. THE GANNOCHY TRUST AIM(S) YOU APPLIED UNDER:** |
| **PERTH AND KINROSS** |
| * To improve the quality of life
 |  |
| * To improve the availability or quality of the built and natural environment for wide community use
 |  |
| * To develop and inspire children and young people (From age 0-21 inclusive)
 |  |
| **THE REST OF SCOTLAND** |
| * To develop and inspire young people (From age 11-21 inclusive)
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|  **6. THE TARGETS/INDICATORS YOU IDENTIFIED TO MEET THE INTENDED OUTCOME(S) HAVE BEEN INSERTED BELOW:**  |
| Outcome 1 |  |
| Up to 3 Targets/Indicators  | 1. |  |
| 2. |  |
| 3. |  |
| Outcome 2 |  |
| Up to 3 Targets/Indicators | 1. |  |
| 2. |  |
| 3. |  |
| Outcome 3 |  |
| Up to 3 Targets/Indicators | 1. |  |
| 2. |  |
| 3. |  |

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|  **7. DIRECT BENEFIARIES:** **The Direct Beneficiary numbers you identified in your application have been inserted below. Please provide the actual**  **number supported during the funding period covered by this report, in the age categories given below.** |
|  | **TARGET** | **ACTUAL** |
| * 10 Years and under
 |  |  |
| * 11 – 21 Years
 |  |  |
| * 22 – 30 Years
 |  |  |
| * 31 – 65 Years
 |  |  |
| * 66 Years and over
 |  |  |
| **TOTAL** |  |  |

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|  **8. WHAT WAS DELIVERED:**  **Please tell us about the activities/service you delivered and the difference our funding helped you make.**  **You may wish to attach or include links to: existing reports you have prepared for other funders relating to the activity;**  **feedback; case studies; video clips. Please indicate whether the Targets/Indicators outlined in 6 above were achieved.**  **(UP TO 500 WORDS)** |
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|  **9. LEARNING AND ADAPTIONS:**  **Most projects come up against unexpected challenges, and we would like you to tell us about any problems you**  **encountered that slowed progress or stopped the outcomes happening. How did you deal with this? Any unexpected** **outcomes, positive or negative? What would you do differently in the future? (UP TO 250 WORDS)** |
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| **ACTUAL FINANCIAL REPORT**  |

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| **10. Please include the total project income and expenditure with reference to the budget submitted.**  **We do not require you to send us invoices.** |
|  | **Budget** | **Actual** |
|  **TOTAL EXPENDITURE** | **£** | **£**  |
|  **TOTAL INCOME** | **£** | **£** |
|  **UNDERSPEND/OVERSPEND** | **£** | **£** |
| **ANY COMMENTS YOU WOULD LIKE TO MAKE ON THE FINANCIAL REPORT:**  |
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|  **11. ARE THERE ANY OTHER COMMENTS OR FEEDBACK NOT COVERED ABOVE THAT YOU WOULD LIKE TO SHARE WITH US?** **(UP TO 250 WORDS)** |
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|  **DECLARATION AND DATA PROTECTION** |

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| **12. DECLARATION** |
| I confirm that I am authorised to submit this report and authorise The Gannochy Trust, to:* publish details of the organisation and the financial support provided by The Gannochy Trust
* pass any details obtained about the organisation through the application or subsequent assessment procedures or reports to external agencies, including other grant-making bodies
* use such information as part of any survey or evaluation undertaken by The Gannochy Trust
* publish details as part of any press release or publication

I understand that if any of the information I have provided is later found to be false or misleading, any subsequent offer(s) of funding, or agreed staged payments, may be suspended or withdrawn. |

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|  **SIGNATURE OF BOARD MEMBER OR CEO:** |
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| **Print Name:** |  |
| **Position Held:** |  |
| **Date:** |  |

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| **13. BANK DETAILS****To enable the Trust to make grant payments to you by BACS we would appreciate if you could confirm the charity’s bank details by completing the undernoted section.** |
| **Account Name:** |  |
| **Sort Code:** |  |
| **Account Number:**  |  |
| **Bank Name:** |  |
| **Bank Address:**  |  |

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| **14. DATA PROTECTION** |
| In submitting this form you are confirming that any individuals identified in your application have given you their agreement and permission to pass any personal information to The Gannochy Trust. Personal information will be held in accordance with the Trust’s Privacy Policy which can be found on the Trust’s website at [www.gannochytrust.org.uk](http://www.gannochytrust.org.uk) under ‘About Us’.The Gannochy Trust will use the information that you have provided to us for the purposes of paying, managing or monitoring any grant awarded, related administration or research purposes, and may share relevant information with other organisations to use in their own assessment of applications and managing or monitoring grants. |

# Your completed report and accompanying documents should be submitted to grants@gannochytrust.org.uk

# If you have any queries please do not hesitate to contact:

# The Gannochy Trust, Pitcullen Crescent, Perth, PH2 7HX Tel: 01738 620653

# Scottish Charity Number: SC003133