





**notes**

**What was successful/ unsuccessful?** What have you learnt during the process? **Were there any indirect/ unexpected benefits** as a result of receiving the grant?

**Please tell us how you are progressing if the work is not yet completed.**

**Please use a separate sheet if necessary.**

**So, how did it go?**

sample

**notes**

**What feedback have you had?** Or what evaluation do you plan to do if the work is not completed? Have you spoken with customers/participants, held a focus group, given out questionnaires?

**Please send us copies of evaluations, reports, comment sheets, etc, if you have them.**

**Please use a separate sheet if necessary.**

**And how do you know this?**

**notes**

Please give a brief description of any work that will continue as a direct or indirect result of the work funded by us.

Please use a separate sheet if necessary.

**What now?**

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**notes**

Please comment on any issues regarding the work funded by us which you feel has not been covered so far.

Please use a separate sheet if necessary.

**Any other comments?**

sample

Please send us any additional materials (surveys, press cuttings, photos, reports, etc) that you think would help us with this evaluation. Please list them below:

Your signature:

Date:

**Thank you for your help**

All forms and enclosed documents should be returned to Community Food and Health (Scotland) at the address below.

**Community Food and Health (Scotland), c/o Scottish Consumer Council, Royal Exchange House, 100 Queen Street, Glasgow, G1 3DN**