

The Samworth Foundation End of Funding Cycle Evaluation

The Process:

This purpose of this review is to provide an opportunity for an open and reflective conversation alongside the evaluation.

This process is applicable to any grant over £50K and also, to any grant lasting more than one year and will replace the final report.

Integral to this is an invitation to beneficiaries and other professionals involved in the specific work funded to feed into the final evaluation.

1. Section A completed by the Samworth Foundation and sent to grantee.
2. Grantee to complete relevant evaluation questions
3. Meeting with the Samworth Foundation arranged and grantee to invite others if relevant.
4. The Samworth Foundation to complete form and return to grantee for sign off.

It is envisaged that these forms will be completed by both parties as part of an end of funding cycle discussion between the Grantee and the Foundation.

<i>Present at the meeting / Phone call</i>	
<i>Date:</i>	

Section A - Funding details – to be completed by The Samworth Foundation prior to sending to grantee

1.	Name of charity	
2.	Charity Number	
3.	Project/ Programme	
4.	Funding allocation, amount and period of funding	
5.	What % of total project funding did this represent?	

Section B – Understanding the impact of this grant (completed by the grantee)

1.	How far were the original outcomes met? Please list and explain for each.
2.	Please explain the current impact of this grant and your work.
3.	What would you expect to be the ongoing or future impact of this grant / work?
4.	How will you ensure the impact of this work continues? Is there a risk they will be lost?
5.	What are the most important strategic needs to still be met in the area?
6.	How will you sustain this work going forward?
7.	What have been the greatest successes?
8.	What have been the greatest difficulties and disappointments?

Section C – Review of the relationship with the Foundation (completed by the grantee)

1.	Did you find the application process supportive?
2.	Were there any visits by the Foundation? Were these visits helpful or a hindrance? How could we improve them?
3.	We value the quarterly informal updates and general communication with the Foundation – Do you have any comments?
4.	What have you found particularly helpful or not helpful about the working relationship – please be frank as we view this as an important learning opportunity for us both.

Section D – Reflective Practice (completed by the grantee)

1.	What would you say are the most significant lessons learnt from this work?
2.	Have you shared this practice with others? Please explain.
3.	Any other comments you wish to be noted (Did anything unexpected happen? What effect did this have?)

Samworth Foundation

<i>Signed on behalf of the charity</i>	
<i>Signed on behalf of the Samworth Foundation</i>	