



2025 Grant Acquittal Form

This form is due within one month of completion of the project or at the latest
Monday 23 March 2026

Name of Organisation:

Project Title:

Name of contact person:

Position held:

Email address:

Grant amount received:

Daytime telephone number:

Mobile number:

1. Please provide a brief description of the project now that it has been completed.

2. How many people were involved in the project?

Staff Volunteers Participants Partners

3. Outline how you believe the project has contributed, or is contributing to the wellbeing of the community.

4. A brief outline of any changes which were made to the project as described originally and reasons for these changes.

5. Please provide at least one high quality photo of your project (500kb or more). Please ensure that appropriate permission has been obtained for each person in the photo. Forward photos to the email address below together with any media or publicity the project has attracted.

6. Statement of Expenditure

Total cost of project (including in-kind labour):

Total amount of grant received:

Amount of grant expended: (Balance)

Signed:

Dated: