**FINAL REPORT TEMPLATE**

**CRF - Innovation for Youth & Community project – Grant Recipients**

**Instructions:** please complete all pages of this form and make sure you have signed the declaration in the ‘Declaration’ box.

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| **Section 1: Organisation details** |
| **Organisation/Business name** |  |
| **Postcode** |  |
| **Main contact name** |  |

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| **Section 2: Application process** |
| Was the application form easy to complete? |  |
| What do you feel about the time taken to make a decision? |  |
| Were the criteria clear? |  |

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| **Section 3: Project Description Summary** |
| Please give a brief summary of your project. Please be as concise as possible. |
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| Which places (district or area) have benefited from the activity?  |
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| **Section 4: Project provision**  |
| Did you encounter any challenges recruiting participants? |
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| What marketing did you carry out, and what referral routes did you engage with? |
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| What are the challenges you have faced during the delivery of the project? How did you overcome these challenges? |
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| Were there any barriers your participants faced in the activities you have provided? |
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| What were the interventions or initiatives that have worked for you and your participants?  |
| You:Your participants: |

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| **Section 5: Project Impact** |
| What are the short-term and long-term benefits of the project for its participants and the wider community? |
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| What are the short-term and long-term benefits of the project for you as an organisation? |
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| Please provide narrative regarding your actual participant outputs and outcomes against the profiled participant outputs and outcomes. |
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| **Section 6: Learnings and recommendations**  |
| What are your key learnings from this project? |
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| Is there anything you would have done differently? |
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| Do you have any recommendations for future projects that you would like to share here?  |
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| **Section 7: Innovation Plan** |
| If you indicated the submission of an Innovation Plan in your application form, please provide a brief summary of its objectives. Please be as concise as possible and submit your Innovation Plan along with any outstanding paperwork. |
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| **Section 8: Declaration** |
| **I confirm that, to the best of my knowledge, the information above is correct and given in good faith.** **Contact signature: Please print name: Date:**  |