



Towyn and Kinmel Bay Town Council

Grant Monitoring & Events/Project Completion Report:

Community Group or Organisation:

Value of Grant Award £

Event/Project Name:

Contact Name & Contact Details:

Part one: We'd like to find out how the grant was spent?

1) Please give a breakdown of the items or activities funded by the grant. Please attach copies of all receipts/invoices for items in excess of £50.

Part two: We'd like to know how many benefited from the event/project?

2) Please advise how many attended/benefited from the event/project?

Part three: What the grant has achieved?

3) Tell us about the difference your project has made to the local community, how many people directly benefited from the grant and how they have benefited?

Please use another page if required.

4) Please include some feedback quotes from other community members about your community project.

5) Have you provided copies of invoices/receipts? (for items in excess of £50).

6) Have you included any photos?

Declaration:

I confirm that the details in this form are correct to the best of my knowledge.

Title

Forenames

Surname

Community Group or Organisation

Signature

Date