

**Christ Church Vero Beach**  
**Grant Follow-Up Evaluation Form**  
**www.christchurchvero.org**

What is evaluation and why is it useful? Evaluation lets you determine whether you are meeting your goals, at a reasonable cost, and within a reasonable amount of time. If many of your activities are meeting their goals, you can document this with facts and numbers. You can use results to

- inspire others,
- unify and recognize the good work of your board, staff, and volunteers, and
- give more people the opportunity and confidence to support your organization.

If some of your activities are not as successful as you had hoped, you can use evaluation as a tool for learning and change.

Please complete this grant report with the information outlined below and attach any publication-quality photographs that we may use in future releases, ads and publications.

**Please submit your Evaluation Form to:**  
**Christ Church Vero Beach 667 20<sup>th</sup> St. Vero Beach, FL 32960. 772-562-8670.**

**Section One: Contact Information**

1. Organization Name: \_\_\_\_\_
2. Contact Person: \_\_\_\_\_
3. Email Address: \_\_\_\_\_
4. Contact Person’s Phone Number: \_\_\_\_\_  
*(We will only contact you if additional information is needed.)*

**Section Two: Grant Information**

1. Please specify the number of persons involved in the project.
  - a. Employees: \_\_\_\_\_
  - b. Volunteers: \_\_\_\_\_
  - c. Volunteers who are members of Christ Church: \_\_\_\_\_

2. Give a description of the project as it occurred this year.
   
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\_\_\_\_\_
   
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3. State the strengths and weaknesses of this project.

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4. Please report on the effectiveness of your project using your planned measurement from the grant application.

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5. What was the impact of this project? Please include a notable story if appropriate.

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6. What changes were made from the time of the grant request? Please state reasons for the change.

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7. What have you learned from this grant or project?

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8. If you were starting the project today, are there things you would do differently?

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9. Please attach a detailed financial report of the entire project for which our funds were granted. Christ Church funds were used for: **All** \_\_\_\_\_ **or Part** \_\_\_\_\_ of the funds.

*(Please check appropriate box.)*

10. What suggestions do you have for making our procedures more user-friendly?

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