

Monitoring Form – Voluntary Organisation Support Grant

As part of your application to the Council's Voluntary Organisation Support grant, you agreed that in the first twelve months of funding, your organisation would meet the achievements detailed below.

Part of the application process was an agreement to provide evidence in relation to what you are doing to achieve these targets. We therefore require you to complete this simple monitoring form on a quarterly basis. The sheets are to be returned to us no later than ten days after the end of the following periods:

Q1 April – June 2017

Q2 July – September 2017

Q3 October – December 2017

Q4 January – March 2018

Please demonstrate how you are achieving:-

- Recruit and train at least two additional volunteers

We have made contact with Council for Voluntary Service Uttlesford and Support 4 Sight who are able to help us advertise for new volunteers. Our existing volunteers have also been spreading the word, and we already have one new volunteer signed up for training with Hearing Help Essex.

I am confident that within the next quarter this objective will be achieved.

Please demonstrate how you are achieving:-

- Raise user numbers by 10%

We held a meeting with local volunteers and developed ideas around publicity and promotion. We now have a strategy, and hope to develop more eye-catching posters and link with local health providers and public services (Libraries etc) who can help us advertise the service.

Number of service users are looking healthy for the first quarter, but I do not have the final numbers back from all our volunteer team yet.

Please demonstrate how you are achieving:-

- Develop assistive equipment remote delivery and return.

One of our local volunteers has agreed to host a drop in equipment service one morning a month which will run from the Support 4 Sight office.

We now need to order the appropriate equipment, and set this up with the aim of a October roll out. This will enable local residents to borrow and try out assistive technology, with expert advice from one of our trained volunteers.

In addition, can you please supply us, by the end of May, with quarterly and yearly targets so your achievements can be monitored and reported to Councillors throughout the year. As your achievements will be monitored in a formal manner, can you please ensure you meet the reporting deadlines stated above. Failure to do this may jeopardise further funding opportunities for your organisation.

Completed by: Hearing Help Essex

Name Sophie Biebuyck

Date 03 July 2017

Position in organisation: Manager of Hearing Help Essex

Signed Sophie Biebuyck