

## 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

Objective achieved and exceeded. We have now recruited 3 new volunteers in the Uttlesford district. 2 females and 1 male who will help deliver our Hearing Aid Support Service

### **Please demonstrate how you are achieving:-**

- Raise user numbers by 10%

After finalising our strategy to promote the service we have developed and begun to display eye-catching posters and link with local health providers and public services (Libraries etc) who can help us advertise the service.

We have also established contacts within the local press and the local tourist information centre.

Numbers are steadily increasing and we are confident that we will achieve this figure by the end of the reporting year.

### **Please demonstrate how you are achieving:-**

- Develop assistive equipment remote delivery and return.

We have started a monthly session at the Support 4 Sight office in George Street, Saffron Walden.

We have ordered the appropriate equipment, and the mini resource centre will be available from the end of October. 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 10 October 2017

Position in organisation: Manager of Hearing Help Essex

Signed Sophie Biebuyck