



Monitoring Form – Voluntary Organisation Support Grant

Home-Start Essex

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:-

Run volunteer recruitment and training.

Yearly target

- One 10-session Preparation Course for new volunteers
- Two training events for existing volunteers (eg safeguarding, school readiness)
- Two promotional events to recruit volunteers (eg newspaper articles, barracks events...)

Please demonstrate how you are achieving:-

Streamline and improve our referral, communication and monitoring processes by collaboration with other schemes

Yearly target

- New Home-Start Essex referral processes/mechanisms in place
- Collaborative meetings
- New central monitoring processes developed

Please demonstrate how you are achieving:-

Continue to support families in Uttlesford (with the help of UDC financial aid)

See tables below:

Outcome of needs at last visit; review or end :	Solved or partially solved
Targets are for each quarter	
Managing children's behaviour	80%
Involvement with children's development	80%
Coping with own physical health	60%
Coping with own emotional health	80%
Isolation	80%
Parents' self esteem	80%
Coping with Child's physical health	80%
Coping with children's emotional health	80%
Managing household budget	60%
Day-to-day running of the home	60%
Stress caused by conflict in family	80%
Multiple births/multiple children under 5	80%
Use of Services	60%
Other	
.Total Families measured	

Volunteer Supervision	Every 8 weeks (whilst supporting a family)
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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:

Name _____

Date _____

Position in organisation _____

Signed _____