

COMMISSIONED NEW ACTIVITY EVALUATION	LOGO
To be used by the APB sub-group(s) for submitting an evaluation to the Area Partnership Board for commissioned activity, which will contribute to the achievement of targets relating to the Area Action Plan	

Title Details

		Date by which the Commissioned Activity must be evaluated:	Month	Year
Sub-group commissioned:		Evaluation Author(s):		
Date of APB Meeting at which the evaluation will be presented:		Funding granted for the proposed activity	£	

Contact Details

	Lead Officer contact details for Commissioned Activity
Name	
Address	
Tel. No.	
Email	

1. APB Targets / Outcomes agreed for the Commissioned Activity.

Targets and outcomes are taken from the application form and agreed by the APB
 What was actually achieved? What was the end result (or result so far) of the Commissioned Activity?

Ref	Target / Outcome	Ref No	Update
1			
2			
3			
4			
5			

MAKING THE BUSINESS CASE (cont...)

2. APB Outputs agreed for the Commissioned Activity.

Outputs are taken from the application form and agreed by the APB
 What were the actual Outputs (numbers), these must be quantifiable and measurable

Ref	Output	Ref No	Update
1			
2			
3			
4			
5			

3. Key milestones remaining for the Commissioned Activity

	Target Date	Milestone
1		
1		
2		
3		
4		
5		

4. How was the Commissioned Activity publicised?

--	--

5. Actual resources / funding for the Commissioned Activity

Include all actual resources / funding such as match funding, donations, funding in kind etc.
 Show the variation from granted resources / funding.

	Item description	Amount £	Variation +/-
1			
1			
2			
3			
4			
5			
	TOTAL		

MAKING THE BUSINESS CASE (cont...)

6. Give details of the Exit Strategy to show how the Commissioned Activity will be sustained after the funding has ended