



Project Feedback & Grant Claim 2010



Office Use			
Completed Feed/Grant Form		Equal Opps.Form	
Receipts Enclosed		Press Release Sent	
Articles		Photographs	
Survey		Awards	
Cheque Number		Cheque Issue Date	
ENTERED BY:			
Comments:			

CSV ACTION EARTH 2010 SNH Scottish Biodiversity Awards

Thank you for taking part in CSV Action Earth 2010. Now we need your feedback to help us evaluate the success of the campaign. Please take a few minutes to complete this form and return it to us with your grant claim form (below). **PLEASE COMPLETE ALL SECTIONS.**

YOU & YOUR ORGANISATION (all correspondence will be sent to this address)

Name:			
Organisation Name:			
Organisation Address:			
Town:		Postcode:	
County:			
Telephone (include STD code):			

PROJECT NAME:

PLEASE PROVIDE DETAILS OF THE RESULTS OF YOUR PROJECT:
(What was achieved on the day - please continue on separate sheet if necessary)

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

● How did your project help support & encourage Scottish Biodiversity?

● Did you meet the key objectives outlined in your original application? Explain how?

● What are the successes of your project?

● What are the future plans for your project?

VOLUNTEERS

- How many volunteers took part on the project date? (State number)
- Did you recruit **NEW** volunteers through CSV Action Earth? (Tick) Yes No
- If yes, how many volunteers were **NEW**? (Please state number)
- How many of your **NEW** volunteers are likely to volunteer again? (Please state number)
- Very Likely Likely Unlikely
- How many hours were spent on your Action Earth activity? Hours

PRESS & PUBLICITY

All projects are expected to send a press release to their local media. Please enclose a copy of your press release.

- Did you send a press release? Yes No
- Did you obtain any PRESS coverage (Newspaper/ Magazines)?
- Yes No Don't Know
- Did you obtain any TELEVISION coverage? Yes No
- If YES, what station & region?
- How long was the feature (approx minutes)?
- Did you mention SNH & CSV Action Earth? Yes No
- Did you obtain any RADIO coverage? Yes No
- If YES, what radio station & region?
- How long was the feature (approx minutes)?
- Did you mention SNH & CSV Action Earth? Yes No

PROMOTIONAL MATERIALS

What did you think of the **PROMOTIONAL MATERIALS**?

- Certificates:
- Tabards:

COMMENTS

Please provide any comments on the organisation of CSV Action Earth for 2010. Any ideas or improvements would be appreciated.

.....

.....

.....

NEXT YEAR

● Would you be prepared to take part in CSV Action Earth next year?
YES NO

LOCAL NATURE RESERVES – Visit www.snh.org.uk for more information

● Do you know where your local nature reserve is? Yes No
● Do you plan to find out more or visit you Local Nature Reserve? Yes No
Don't know

PHOTOGRAPHS

Any photograph sent may be used for internal publicity, on our website or to promote the campaign. Please ensure that consent is given for children under 16. Please sign the following declaration to say that you are happy for us to use the photographs enclosed.

Name (print): Signed:
Position in the organisation:
Date: Project Ref:

CHECKLIST (MUST INCLUDE THE FOLLOWING)

- 1. Receipts (*Ensure reference number is on back of any loose paper*)
 - 2. Equal Opportunities Form & Green Survey
 - 3. Copy of Press Release
 - 4. Photographs (*If possible please provide on CD*)
 - 5. Any Press Cuttings, details of Radio or TV Coverage
- PLEASE ENSURE FEEDBACK FORM IS FULLY COMPLETED. INCOMPLETE FORMS WILL BE SENT BACK & RESULT IN THE DELAY OF PAYMENT.**

GRANTS WILL BE PAID AFTER 31st August 2010.
(We cannot accept claims AFTER this date)

(NOTE: We will endeavour to pay those who send their grant claims early, BEFORE the August deadline – so please return your Grant Claim Form once your event is over)

● Please return this form **WITH** receipts **NO LATER** than 10th August 2010 to:

Naseem Akhtar, CSV Action Earth, CSV Environment, St Peter's College, College Road, Saltley, BIRMINGHAM B8 3TE T: 0121 328 7455

● **Please photocopy this form for your own records.**

Thank you for taking the time to complete this form. Your comments are valued and will help us to make next year's Action Earth campaign even bigger and better!

Equal Opportunities - Confidential

CSV is committed to equal opportunities for all, irrespective of race, colour, creed, ethnic or national origins, gender, marital status, sexuality, disability or age. In order that we can monitor the implementation of our policy we are seeking your help. It would be of great assistance in pursuing our commitment to equal opportunities if you could complete this monitoring slip.

Please state the number of volunteers under each category. Please Quantify

	Male	Female
WHITE BRITISH		
English		
Scottish		
Welsh		
White Irish		
White European		
White OTHER (please state)		
BLACK or BLACK BRITISH		
Black African		
Black Caribbean		
Black UK		
Black European		
Black OTHER (please state)		
ASIAN or ASIAN BRITISH		
Pakistani		
Indian		
Bangladeshi		
Asian UK		
Asian Other (please state)		
MIXED		
White & Black Caribbean		
White & Black African		
White & Asian		
Any other Mixed Race (please state)		
CHINESE or OTHER ETHNIC GROUP		
Chinese		
Other (please state)		

Please estimate how many of your volunteers fell within the following age ranges: Please Quantify

Under 6 6-10 11-16

16-25 26-35 36-45

46 – 55 56 – 65 Over 65

TOTAL

Would you consider your project to be located in an area of disadvantage?

Disadvantaged project in rural areas

YES NO DON'T KNOW

Disadvantaged project in urban areas

YES NO DON'T KNOW

Please take a few minutes to complete the above questions which are very important for future funding of the campaign.

This information will be treated in the strictest confidence and will be used only for statistical monitoring. *Thank you for taking the time to complete this form.*

CSV ACTION EARTH 2010

Supported by SNH Green Survey Form

This year, as part of CSV Action Earth, we would like you to complete this survey form (as appropriate to your project) to help us understand the impact of your work on the environment.

Habitat creation

What new habitats did you create (*tick boxes*);

Woodland/hedge

Wildflower meadow

Pond/wetland

Flowerbeds/borders

New planting

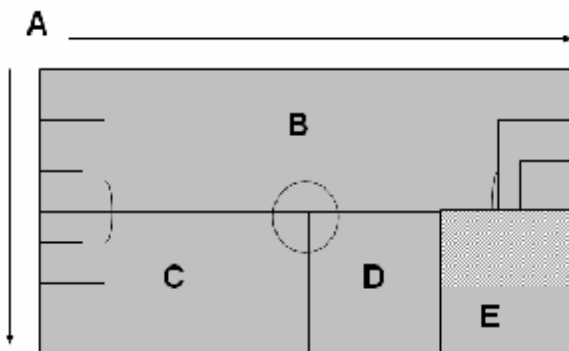
● How many trees did you plant?

● What area was planted with bulbs/flowers/shrubs/seeds (sq metres)

● Metres of hedgerows planted?

Nature and wildlife

● How much **land** did you improve, in metres sq? To give you an idea of the space you have improved, visualise the size of an average football pitch, which is approximately TWO Acres. (Please tick ONE box only)



A = approx 8,090 m²

B = approx 4,045 m²

C = approx 2,020 m²

D = approx 1,010 m²

E = approx 500 m²

Other, please specify.....

● How many **new bird/bat boxes** did you put up?

● How many **metres** of canal/riverbed did you improve?

● How many metres of **fencing or walling** did you construct?

Which of the issues listed on the right you feel is having the most detrimental effect on the British urban and rural landscape at present?

(Please mark from 1-4, 1 being the most detrimental)

Agricultural Change

Litter / Fly-tipping

Road Building & Development

Climate Change

Other (Please specify)

Will your project improve an urban or rural area?

Urban

(Please tick)

Rural

(Please tick)

action EARTH

Supporting



Organised by



Supported by

