 **The Harpur Trust**

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| **Progress Report – Community Grants** |

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| **An accompanying letter provides specific details about the award made to you by The Harpur Trust, and what our decision makers will now require from you before awarding, confirming or releasing further funding for your project.****We recommend that you keep the length of this report to no more than three sides of A4. We are happy to receive supporting information or further details to complement the report.****If you need a copy of this form in an alternative format, please contact us and we will try to assist.** |
| **Name of organisation:** |  |
| **Title of project:** |  |
| **Report compiled by:** |  |
| **Role in the organisation:** |  |
| **Date:** |  |
| **Contact details:** |  |
| **We would like you to submit a report which should include the following information:*** **The overall objectives of your application, as listed in your grant application form;**
* **Your progress with the project during the award period to date (which should include statistics and details on the people that have benefitted from your work, and which might include explanations of why progress was particularly slow or fast;**
* **Any proposed changes to your project, in light of your experience;**
* **Your targets for the project in the next six months;**
* **Additional information that you would like to share with us.**
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| **General Data Protection Regulation** |
| **In accordance with the GDPR we require your consent to use and store any personal data entered on this form. Submitting your report confirms that you have given your consent. You can withdraw your consent at any time by contacting us at** **grants@harpurtrust.org.uk** **and we will remove your personal data from our database.****The Harpur Trust will treat any personal data you provide in line with the Data Protection Act 1998 and The Trust’s Privacy Statement (available on the Trust’s website).** |

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| **Please send the report to:***Community Programmes Office**The Harpur Trust, Princeton Court, Pilgrim Centre**Brickhill Drive, Bedford, MK41 7PZ**Tel: 01234 369500 Fax: 01234 369505 Email:* *grants@harpurtrust.org.uk* |