*Evan Parry House, 43 Princes St, PO Box 1131, Dunedin 9054*

*phone: 03 477 7365 or 0800 76 22 22 fax: 03 477 6736*

*email: synod.otago.southland@xtra.co.nz*

*Executive Officer: Fergus Sime*

**Educational Fund Evaluation Form**

**Organisation:**

**Project:**

**Allocation: $**

**Financial Accountability:**

Give details of how much of your allocation has been spent to date, and on what services e.g. salaries, teaching resources:

If your allocation has not been fully spent to date, explain why. State how much of the allocation remains in your bank accounts.

***turn over >***

**Evaluation:**

Explain the steps you have taken to date to evaluate the effectiveness of this educational programme/course/event.

What were your conclusions?

How do you consider Synod’s funding has contributed to the effectiveness of your programme?

I/we certify that the sum of $......................... received from the Educational Fund of the Synod of Otago & Southland has been/is being used for the purpose stated in our application. The above information provides an accurate record of our expenditure.

Name (please print): …………………………………………………….………….

Signature: ……………………………………………………………. Date: … / … / …

Authorised position: ……………………………………………………………………………………..

Address: …………………………………………...………………………………………………………..……………………………………………………………………………Email:…………………………………………………………………………………………………………………………………………………………………………………..

***Please post or email this completed form by 30 November to:***

***Executive Officer***

***Synod of Otago and Southland***

***P O Box 1131***

***Dunedin 9054***

**Email: *synod.otago.southland@xtra.co.nz***