



Changing Lives through Sport & Physical Activity Fund

Monitoring, Evaluation and Learning report

Grant holder	Sport Aberdeen/Action for Children
Project name	Active Families
Reporting period from	8 th June 2019
Reporting period to	7 th December 2019
Date completed	9 th December 2019

Please submit to: alex.johnston@spiritof2012.org.uk

RESEARCH SCOTLAND
robust, inquisitive research and support



About this report

This report helps you to track your project progress and tell your story of positive change. It also helps the ***Changing Lives through Sport and Physical Activity Programme*** to tell its story about how sport and physical activity can bring about positive change. It must be completed and submitted **every 6 months** as detailed in your reporting and payment schedule. Outcomes information is required **annually** as detailed below.

The report has four sections:

SECTION A: PROJECT DELIVERY

We need the information in this section **every six months**.

It helps us understand your project progress, and release funding to you.

SECTION B: PROJECT PARTICIPANTS & VOLUNTEERS

We need the information in this section **every 6 months**.

It helps us understand who you are reaching, and what you are learning from engaging with your target groups.

SECTION C: PROJECT OUTCOMES

We need the information in this section **annually**.

It helps us understand the difference you are making and how you are changing lives.

SECTION D: PROJECT COMMUNICATIONS

We need the information in this section **every 6 months**.

It helps us understand how you are promoting your project, its impact and the Changing Lives through Sport and Physical Activity Programme.

SECTION A: PROJECT DELIVERY

A1. Project spend this reporting period

	PROJECT SPEND IN THIS REPORTING PERIOD (£)					
	SPIRIT SPEND			OTHER SPEND		TOTAL SPEND
	Planned	Actual	Difference	Actual	Source of funding (text entry)	Actual
REVENUE						
Salary Costs	10666	10899	233			10899
On Costs	2521	1127	-1394			1127
Office Support / IT	1225	1225	0			1225
Mileage	750	582	-168			582
Mobile Communication	315	0	-315			0
Activity Budget	1250	320	-930			320
Expenses	150	0	-150			0
Training	250	25	-225			25
Revenue total	17127	14178	-2949			14178
CAPITAL						
Capital total						
TOTAL	17127	14178	-2949			14178

A2. Project spend to date

	PROJECT SPEND TO DATE INCLUDING THIS REPORTING PERIOD (£)		
	SPIRIT SPEND	OTHER SPEND	TOTAL SPEND
	Actual	Actual	Actual
REVENUE			
Salary Costs	16684	0	16684
On Costs	1693	0	1693
Office Support / IT	3080	0	3080
Mileage	926	0	926
Mobile Communication	0	0	0
Activity Budget	466	0	466
Expenses	0	0	0
Training	25	0	25
Revenue total	22874	0	22874
CAPITAL			
Capital total	0	0	0
TOTAL	22874	0	22874

A3: Project underspend or overspend

	AMOUNT (£)
Total Spirit grant received this period	8096
Total project spend this reporting period	14178
Underspend/Overspend	6082

Please tell us why any underspend/overspend occurred

There has been an overspend based on the updated grant amount (updated due to underspend on previous 6 months) that was received for this period.

The underspend for this 6 month period (£2949) mostly centres around the following;-

On costs have come in lower than anticipated for the Project Activator position
Mobile phones costs have been absorbed by a central budget within Sport Aberdeen
Activity costs have been lower than anticipated with many activities undertaken with families and children having minimal or low costs.

A4: Project spend and Spirit grant for the next 6 months

	SPIRIT GRANT (£)	MATCH FUNDING (£)	TOTAL PROJECT SPEND (£)
REVENUE			
Salary Costs	£ 10,772.50		£ 10,772.50
On Costs	£ 2,626.83		£ 2,626.83
Office Support / IT	£ 1,225.00		£ 1,225.00
Mileage	£ 750.00		£ 750.00
Mobile Communication	£ 315.00		£ 315.00
Activity Budget	£ 1,375.00		£ 1,375.00
Expenses	£ 150.00		£ 150.00
Training	£ 250.00		£ 250.00
Revenue total	17464.33		17464.33
CAPITAL			
Capital total	0		0
TOTAL	17464.33		17464.33
LESS SPIRIT GRANT UNDERSPEND	-2949	Any grant underspend must be deducted from your next planned grant payment	
FINAL SPIRIT GRANT REQUEST	14515.33		

A5: Project match funding

MATCH FUNDER	THIS PERIOD (£)	TO DATE (£)
---------------------	------------------------	--------------------

A6. Project activities and progress

Please tell us about the progress of project activities and reflections on these.

Briefly describe what activities have taken place over the reporting period

Building relationships continues to be key; with existing and new families, Priority Families practitioners, Sport Aberdeen colleagues, police officers working as part of the Priority Families team, partner agencies, schools and activity venues. Regular case discussions are held with the Priority Families team who I work closely alongside, regarding how best to support each family. Being part of the Priority Families team is invaluable, helping me to learn and develop many skills that are an essential part of working with families.

Priority Families organised a number of activities for families to attend. There was a trip to Fox Lake in Dundee during the Summer Holidays, which 9 children and young people attended, supported by 5 members of staff (see photos attached). None of the children and young people knew each other, but the trip was a highlight of the holidays and a great success. There was also a Football/Fun Day at Strikers during the October holidays. Children and young people played football and rounders and it was brilliant to see the older young people supporting the younger ones and taking on greater responsibility to assist staff.

Families (either individual members or collectively) have participated in Active Schools activities, Sport Aberdeen summer and October holidays camps, Sport Aberdeen summer gymnastics camp, gym inductions, gym sessions, Sport Aberdeen abs blast class, breakfast activity clubs, Food and Fun during summer and October holidays, indoor climbing, ice skating, Guerrilla Juniors dodgeball club, horse riding, forest walks, rock pooling, footgolf, visits to local parks and the beach (for picnics, football, rounders, hide and seek), golf driving range, badminton, Sport Aberdeen aquatics swimming lessons and swimming with staff.

What activities do you have planned over the next reporting period?

Twice weekly activity with 9 year old boy as part of a structured timetable at school, designed to support him during a challenging time he is experiencing at school (agreement with Jump In trampoline park to have discounted access once a week, football, climbing, bmx). BMX coaching sessions, indoor climbing, weekly individual fitness sessions with young people (circuits, hill reps, football). Trip to Dundee Olympia

with a family who are learning to swim. The three young people (twins age 11 and their older brother age 16) are very close to swimming unaided and their confidence in the water has increased massively. Sport Aberdeen Easter holiday camps. Gym sessions with parents (on a 1-to-1 basis) to help increase their confidence of going to the gym.

As per the 6 month report, working on engaging families to take part in activities together is very important. This has positive impact on family relationships in addition to physical and emotional wellbeing of each individual family member. Encouraging parents to prioritise their children's wellbeing will be another focus over the next reporting period. The project will continue to help facilitate a wide variety of activities and sport for children and families and the focus will be on encouraging family participation and supporting parents in accessing activities for themselves and their children. Supporting parents to understand that being more active helps their own mental health. By improving parents' own confidence and self-esteem this will help them to take responsibility in assisting their children to be more active and participate in sport and physical activities.

Is your project progressing as planned? Please reflect on progress, highlighting any challenges and changes

The project is a significant help in removing barriers to physical activity that many vulnerable families face. It is enabling families (parents, children, young people) to access to activities and facilities that they would otherwise not have had the opportunity to, either due to financial, health (emotional/physical) and logistical barriers. Significant improvements are being made to families' daily life, relationships with each other and their physical and emotional wellbeing. Conversations with families and staff members highlight these improvements, as well as positive comments received from extended family, school teachers, coaches and partner agencies working with the family.

The project has not been without some challenges. Priority Families are a team who work extremely well together, and the role of project activator is part of that cohesive team. Some families are close to crisis point when they first engage with Priority Families, so before any work can be done on introducing new activities, it is vital to support issues within the home and living conditions. I assisted one of the practitioners with cleaning a family's home and garden. We removed their hall carpet, which had been very badly soiled by their cat. We also deep cleaned the kitchen, took the Mum shopping for new bedding and put up curtains in two of the children's bedrooms. The back garden was very overgrown, but we made this into an activity with the three youngest

children who were a great help in making the garden a safe place to play. An extremely tough day was when I took their cat to be rehomed. They were not able to look after it properly and it posed a health risk to the family and unborn baby. The difference these things made to the family's living conditions, wellbeing and relationship with one another was huge; and we could then start to engage them in new activities both individually and as a family.

Engaging young people to try new activities and be more physically active has a positive impact on their lives. A member of the team had arranged a job interview for a young person. I supported the young person in practising some interview skills and getting to her job interview; she got the job. Another young person was very interested in music and media, so I made a connection with the youth media team at SHMU and she now attends a weekly youth session. Prior to this, she had been very reluctant to leave her room and had very few social interactions.

Is there anything else you want to tell us about your project at this stage?

The opportunity for partnership working is extremely beneficial. Working in a multi-disciplinary team with Priority Families practitioners, Police officers, Active Schools coordinators and Sport Aberdeen colleagues provides vulnerable families with comprehensive support, specific to each family's circumstances and needs.

SECTION B: PROJECT PARTICIPANTS & VOLUNTEERS

B1: Project participants

Q: In total, how many unique participants did your project work with?

New this period	To date
26	46

Q: What level were the participants involved at?

Level	Total Unique Participants	
	New This Period	To date
Level 1: Engage <i>People involved in low level, one-off or mass participation in your project.</i>	16	30
Level 2: Enable <i>People involved in regular activity. As a guide, this should be at least six sessions over a three-month period. These are the participants we expect to see change occurring for.</i>	10	16

Please try to only include each participant in one of these categories – the level at which they had the most engagement.

B2: Project volunteers

Q: In total, how many unique volunteers did your project work with?

New this period	To date
0	0

Q: What level were the volunteers involved at?

Level	Total Unique Volunteers	
	This Period	To date
Level 1: Engage <i>Number of one-off and semi-regular volunteers</i>	0	0
Level 2: Enable <i>Number of trained volunteers (likely to involve qualifications)</i>	0	0

Please try to only include each volunteer in one of these categories – the level at which they had the most engagement.

B3: Project participant and volunteer profile

We would like to know more detail about people involved in regular participation in your project. We are asking for this detail for unique participants at **Level 2 (Enable) to date**. Please tell us:

Age profile	Level 2 participants	Level 2 volunteers
0 to 15 years	12	
16 to 24 years	1	
25 to 64 years	3	
65 plus		
Prefer not to say		
Unknown		
Total	16	

Gender profile	Level 2 participants	Level 2 volunteers
Female	9	
Male	7	
Other		
Prefer not to say		
Unknown		
Total	16	

Disability profile	Level 2 participants	Level 2 volunteers
Disabled	4	
Not disabled	12	
Prefer not to say		
Unknown		
Total	16	

Ethnic origin profile	Level 2 participants	Level 2 volunteers
White Scottish/ British	16	
White other		
Asian/ Asian British		
Black/ African/ Caribbean/ Black British		
Mixed or multiple ethnic origin		
Other ethnic origin		
Prefer not to say		

Unknown		
Total	16	

B4: Project target groups

Q: Did your project target any other key groups?

For example, care experienced young people, people in the criminal justice system, or people from areas of deprivation

Who?	Families from areas of deprivation
How many?	14 (n = 5 at Level 2)

Q: Overall, how well do you feel you have engaged with your target groups?

For example, have any approaches worked particularly well or not worked well?

Working alongside Priority Families practitioners to support a family means a joint approach and works very well. Listening to each individual family member's needs/likes/dislikes is key to suggesting activities that are of interest to them and will be sustainable for the future. Often children, young people and adults experience a great deal of anxiety when faced with visiting somewhere new or trying a new activity. Visits to venues prior to doing any activity has been very effective, helping to remove the unknown, alleviate anxieties and reduce the fear factor.

If a family's relationship is fractious or stressed this can impact on the parent(s) capacity to be able to support their children in going to activities. There have been some unsuccessful visits to try new activities, however this was a chance to learn from things that did not work well and develop new approaches. Transport issues have affected attendance at some activities. Many children and young people are only able to attend if staff can provide transport. Sometimes alternative options for the same activity closer to home are not possible, but it is felt it is more important for the children/young people to have access to these activities. Ideally it aimed to introduce activities that are sustainable for all family members for the future, when the Active Families project is no longer involved.

SECTION C: PROJECT OUTCOMES

C1: Project outcomes update

For each project outcome, please provide **evidence** to show the **difference** your work has made. This should be evidence gathered from participants, volunteers, people delivering the project, partner organisations and other relevant stakeholders – in line with your **learning and evaluation plan**.

Please note this section is completed annually at the end of the years 1 & 2.

Source of support

We know that evidencing outcomes can be challenging. For guidance on how to complete this section, please refer to the Report Guidance document.

Or speak to Katy at Research Scotland:

Katy.macmillian@researchscotland.org

0141 428 3972

Outcome 1: Vulnerable families in Aberdeen enjoy better physical and emotional wellbeing

(Sport for Health and Wellbeing)

Evidence:

Vulnerable families in Aberdeen face many barriers to accessing sport and physical activities. The project has helped to make a positive difference to families' lives through supporting them to take part in sport and physical activities. The following evidence has been gathered from families, practitioners and partner organisations involved in the project.

Case study 1 demonstrates ways in which this family have better physical and emotional wellbeing, in addition to Outcomes 2, 3 and 4. Extended family, the school that the younger children attend, and a coach have given feedback about the positive improvement in the children's presentation, wellbeing and attendance at school and clubs. Their Mum is delighted about the feedback and regularly comments she cannot believe the change in her children; they are happier, and they go out more to do activities and socialise. See Case study 1, hand drawings done by the 11 year old twins, and video conversation with some of the family for further evidence.

Case study 2 also provides evidence on all 4 outcomes. The Mum from this family has many physical and mental health issues, which she is on medication for. Her fibromyalgia means she can be in a lot of pain which has a huge impact on her mobility and her ability to leave the family home. However, it is her mental health that is extreme and impacts on her in a much bigger way and has done for many years. Through chatting to AS it was evident that she responded well to visual stimuli and positive reinforcement. A daily steps sheet was created for AS to fill in her step count and record her feelings before and after any walk/activity (see "my weekly nailed its" example). A simple but effective intervention with AS has been to go out for a walk once a week from her home and vary the direction and distance walked. After a relatively short time, AS was regularly receiving "nailed it" notifications from her Fitbit, when she achieved her step count target of 4000 steps. AS has now increased this target to 5000 and is achieving this new target on a regular basis also. A walk plan (see attached) was put together with AS, as she finds it much easier to stick to a written plan; *"if it's written down on the plan then I know I have to just get out and do it no matter what the weather is like. I know I will feel so much better afterwards."* These simple tools have proved very effective for AS and have had a big impact on her physical and emotional wellbeing with the following quotes received in text messages from her; *"...today looks like a great day hols booked, sun shining and got my nailed it yay feel so happy", "...thought I'd send my step award to you lol I actually walked 13181 steps yesterday and got my beating personal best achievement"*.

Case study 3 demonstrates the positive differences that taking part in sport and physical activities, and in particular dodgeball, has made to a 14 year old boy. *"Having already worked with the family for in excess of 6 months prior to Julie's appointment in her role, and struggled to get the 14 year old boy to take part in any activities either in school or out of school, Julie built a relationship with the young person and over a period of time and after trying various activities, enrolled the young person in a Dodgeball club where he now plays regularly. The young person in question had previously lived a sedentary lifestyle and frequently self-harmed. The increase in physical activity as well as the social side of being involved with others clearly benefitted the young person."* Quote from Police Scotland team member. See also Outcome 2 and page 3 of PDF for further evidence of the impact of taking part in sport and physical activity on this young person.

Outcome 2: Vulnerable families in Aberdeen better engage in positive and constructive behaviours and choices

(Sport for Health and Wellbeing)

Evidence:

Prior to intervention, many children and young people are rarely involved in regular activities, other than those provided through school. At an early stage in the intervention, all families are introduced to the Project Activator with the offer of a personalised Activity Plan – 78% accepted this offer during the reporting period, with 69% children/young people thereafter reporting improvements in their level of activities and routines and 86% reporting improved health and wellbeing, including improved physical fitness, improved emotional wellbeing, improved social skills and an improved understanding of healthy living. Activities have included swimming lessons, Active Schools after school clubs, rock pooling, forest walks, indoor climbing, bmx, football, ice skating, trampolining, park and beach visits and family as well as individual activities (statistics taken from Aberdeen Priority Families Service Annual Report 2018-2019; see PDF for further evidence of activities).

All referrals to the Priority Families Service must identify anti-social behaviour (ASB) concerns. There are generally multiple issues affecting families at referral though; ASB, offending and crime, school attendance, child wellbeing, adult wellbeing, out of work/financial exclusion. Whilst the Active Families project does not address many of these issues directly, the project is part of a team approach working in partnership with Action for Children and the Police. As a result, the service offered to families can be flexible and tailored to the needs of the whole family to achieve a positive outcome. Police officers and practitioners invest time with children, young people and parents to provide the support and guidance they need to better engage in positive and constructive behaviours and choices. The Active Families project offers families the opportunity to engage in sport and physical activities, helping to improve their health and wellbeing through these positive behaviours.

Prior to joining the junior dodgeball club, CP aged 15 had spent a considerable amount of time at home living quite a sedentary lifestyle. He had a history of self-harming and frequently walked out of school, resulting in a very low attendance rate. Joining the Guerrilla Juniors dodgeball club was a very positive choice for CP and has also helped him to engage in positive and constructive behaviours and choices in other areas of his life (See Case Study 3 and page 3 of PDF).

"CP is a very hard-working young man who puts his everything into dodgeball, he has come on leaps and bounds since starting at the club and his confidence and professionalism is growing every week. CP is offering to help with our younger sessions and has opted to take part in dodgeball competitively which will only make him

improve even more! Many of our adult members in the club have noted his high skill level and can't wait for him to join the adult sessions when he is old enough. CP is a completely different boy from the day he started coming along to dodgeball in so many positive ways, he is a real asset to our club, and we hope that GCG becomes a permanent part of his life." (Quote from Guerrilla Juniors dodgeball club).

Outcome 3: Vulnerable families in Aberdeen have increased confidence and self-esteem

(Sport for Health and Wellbeing)

Evidence:

"Having a Sport Activator involved with the Priority Families Service has been invaluable to some of the families we are supporting. This is not only down to the activities that Julie can access for the families but down to Julie herself. She is highly motivated and confident in what she does and this definitely rubs off on the children and young people. Her attitude is spot on and the children/young people respond really well to her and this can be evidenced in one young lad I worked with. He was unwilling to participate in group activities due to self-confidence issues, but Julie encouraged him and supported him to join multi-sports. She also did likewise for dodgeball and the result there was that he became a team captain, something he would never have dreamed of becoming" (quote from Priority Families practitioner).

"The service works with a family who have 3 young sons, aged 6,7 and 9 years. The boys said the 3 of them hadn't been anywhere together for a long time. They told staff that they had never seen a horse in real life and wondered if they would be scared to get on one, so the staff arranged for them all to attend a local riding school to look at and meet the horses. The boys thoroughly enjoyed this outing, and all returned to the stables a few weeks, managing to overcome their fears to have a riding lesson" (Priority Families practitioner).

The service arranged for a 5 -year old girl (AM) to attend the summer gymnastics camp at Alex Collie Gymnastics Centre. When her Mum took AM along on the first day she refused to go into the camp and became quite distressed. The project activator went along the next day to support AM and her Mum, taking AM to meet the coaches and go into the gymnastics hall to help her feel more confident about staying for the camp. Her Mum watched her for the warm up and AM was relaxed and happy with a big smile on her face. Her Mum then felt she could leave her at the camp and go and spend a few hours with her 2 sons. During the camp, AM was scouted by some talent coaches. Hopefully this will lead to some more regular coaching sessions for her. Her Mum is thrilled that this opportunity has been made available.

Julie (Active Families) and Andy (Priority Families practitioner) took two brothers NT and KT rockpooling during the summer holidays. NT has autism and it is often hard to find activities he wants to engage in, if it is anything other than related to computer games. The boys had never been rockpooling before and became quite excited when they saw the sea. Andy found a star fish and both boys were a bit unsure about it at first but soon took a turn at holding it, which was something brand new for them both (see page 6 of PDF for photos of the outing). They also found a small fish, crabs, tadpoles and frogs. Their Mum loved seeing the photos that Andy had taken during the outing. Andy also commented that he had never seen NT as engaged as he was during the rockpooling.

The Priority Families service was working with a 15 year old girl (LW) and her parents, with the main focus on improving the family relationship and each family member's confidence and self-esteem (see Case Study 4). LW began engaging with the Active Families project and participated in weekly activities which included gym sessions, running, ice skating and a hill walk (see page X of PDF for further evidence). A big improvement was evident in LW's confidence and self-esteem to the point where she was invited to an interview for a café assistant position and subsequently was offered the job. Interacting with members of the public and colleagues at the café further improved LW's confidence and self-esteem and highlights the wider impact of sport and physical activity in changing lives.

Outcome 4: Individuals in vulnerable families in Aberdeen have improved family and community relationships

Evidence:

Virtually all the families identify the need for support with family functioning at the point of referral to the Priority Families Service and equipping families with the necessary skills forms a core part of the service's work throughout the intervention. Parents reported a 62% improvement (an increase from 57% in 2017/18) in their parenting skills with fourteen advising that they are now more equipped to discuss issues without shouting and fighting, whilst Practitioners report an increased number of families undertaking games evenings, activities and doing things as a family group (stats taken from Aberdeen Priority Families Service Annual Report 2018-2019). The Active Families project supports families to improve their relationships with each other and their community. Sport Aberdeen memberships provided to each member of a family have meant that they could all go to a local swimming pool together and enjoy doing activities as a family. In addition, free places offered to primary school aged children to attend holiday activity camps, have

helped children to engage with peer groups, form new friendships and improve their relationship with others in the community. Families have started to feel more included and involved in their community.

"During the assessment of a family it was noted that the mother rarely left her house due to her physical health as well as anxiety issues which clearly impacted on the young person in the family who was a non-school attender. As part of the support plan for the family one of the aims was to increase the adult's physical activity and a general improvement in her physical wellbeing. With the support of Julie, the mother began to walk regularly and her confidence increased to the extent that she would leave the house alone to attend various activities in the community. The impact of working with Julie clearly gave her the confidence to do this and even take part in singing classes at a local women's group" (Quote from Police Scotland Priority Families team member).

A single Mum (EC) with five children under the age of 12 had felt isolated and alone with little support networks around her prior to being referred to the Priority Families Service. She began engaging with the Active Families project towards the end of her work with Priority Families and had made significant improvements to her relationship with her children, as well as her own confidence and self-esteem. The whole family were provided with Sport Aberdeen gym memberships, which enabled them to go swimming. EC was encouraged to participate in an exercise class, which Julie was able to support her in going to for the first few classes. EC commented on how much she enjoyed the class and feeling able to go out to do something for herself. She was aware that by focusing on her own wellbeing, this would in turn improve her relationship with her children and others in the community. The family received tickets for the Sport Aberdeen summer ice skating spectacular. This outing as a family showed how far they had come and the improvement in their family relationship.

C2: Project wider outcomes

If your project brought about any wider outcomes and positive change for the people you work with, or your organisation, please tell us about what changes came about and explain how you know this.

Quote from Police Scotland Priority Families team member: "Julie continued to work with a family after the ending of Priority Families involvement and noted that the woman had been failing to attend several appointments and seemed to be suffering from low mood and had made several comments that could be interpreted as implying to self-harm. She raised her concern with Police who attended at the females address

and as a result the female reported that she had made a plan to commit suicide and had taken a quantity of prescribed pain killers. The result of Julie's intervention was the female received help from her GP and potential referral to adult mental health services."

A new project has been launched to support refugee integration in Scotland. Four integration workers are now based with Action for Children in Aberdeen to support Syrian refugee families' integration in the city. The New Scots project aims to make sure families are supported to rebuild their lives here, achieve their goals and make Scotland their new home. The project supports practical initiatives that aim to create a welcoming environment for refugees. The Active Families project is helping to signpost families to activities that are available in the city, and especially the local areas where the families live.

If your project brought about any unintended negative outcomes for the people you work with, or your organisation, please tell us what negative changes came about and how you could avoid this in the future.

A significant challenge with the Active Families project is finding activities that are sustainable for families once the service is no longer involved with them. As previously mentioned, transport can be an issue for families. Using public transport on a regular basis to travel to and from activities is not a viable option for many families due to the cost and logistics involved. There have been times when it has not been possible to support families with transport to activities. This has resulted in the children/young people not attending the activity. Alleviating travel costs or supporting parents to take responsibility for their children attending activities is part of the support process with a family and would help to avoid this negative outcome in the future.

SECTION D: PROJECT COMMUNICATIONS

Please detail what you have done over the last 6 months and what you plan to do over the next 6 months	
<p>Collateral <i>Articles, press releases, blogs or situations where the project has appeared in regional media or online</i></p>	<p>Sport Aberdeen Press Release on Sport Aberdeen website, Linked In and sent to local press: https://www.sportaberdeen.co.uk/news/aberdeen-charities-working-together-to-get-children-facing-challenges-more-active</p>
<p>Images and film <i>Photos or filming at events or activities</i></p>	<p>Photos and videos taken during activities and events (see PDF attached for examples of these).</p>
<p>Human interest stories <i>Individual case studies of personal change</i></p>	<p>Case study included in Priority Families Service Annual Report 2018-2019.</p>
<p>Other <i>Any other examples of communications from the period.</i></p>	<p>Inclusion of Active Families project in the Priority Families Service Annual Report 2018-2019 (please see report attached).</p>

AUTHORISATION AND COMPLIANCE

This form must be signed and dated by an authorised signatory

1. I declare that to the best of my knowledge, the information given in our Monitoring Report is correct and complete
2. I understand that the information provided in our Monitoring Report may be circulated and discussed with any person or organisation helping the Spirit of 2012 evaluate our project
3. I have read the Compliance statement (below) and confirm that the organisation has complied with every term
4. I confirm that the management committee or governing body knows about this report and that all sections have been completed and as far as I know all the information given in this report is accurate.

Title	Mr
First name	Graeme
Surname	Dale
Job title	Development Manager – Active Communities

Signature Please ensure an original signature	
Date	09/12/19

boxes in grey to be completed by grant holder

<p>Tick to certify that:</p> <ol style="list-style-type: none"> 1. Our grant has been used by this organisation exclusively for the project as described in our grant application and in accordance with the grant agreement and any major changes to the project have been agreed in writing with the Spirit of 2012. 2. There have been no major changes to this project during the last 6 months other than what we have told the Spirit of 2012 about which have received written approval. 3. Our organisation has not received duplicate funding for this project to date. 4. Our organisation has declared all sources of funding for this project to date. 5. Our organisation has not changed its constitution about its aims, payment to members of its governing body, distribution of assets (whether on a dissolution or not) or admission of members (where it has a membership) 6. Our organisation is keeping full and proper accounts and records, including invoices, which show how the grant has been used. 7. Our organisation has an equal opportunities policy that is carried out and regularly reviewed. 8. Our organisation has a child protection/vulnerable adult polices and procedure in place. 9. Our organisation has not disposed of any Spirit funded assets in the past year. 10. Our organisation is following all statutory requirements and other laws and regulations relating to the project and its work including: adhering to employers liability insurance; the national minimum wage; the working time directive; health and safety; child protection; data protection and intellectual rights legislation. 	<p>Please tick here</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------

If you have questions about completing this monitoring, evaluation and learning report please contact Alex Johnston, National Grant and Learning Manager at alex.johnston@spiritof2012.org.uk or 07919535556



For Spirit of 2012 internal use only

Grant and Learning Manager comments

Spirit of 2012 approval

	Signature	Date
Spirit GLM		
Spirit Executive		

Final payment request	
------------------------------	--