# NCIA Action Learning Process

## Innovation Funding End-Point Review

This form is provided as a working document, please complete the full end-point review form on the NCCPE website (provided as a link in the email sent)

We are inviting you to tell the story of the project in your own words, reflecting on the journey, challenges, learning and the difference your work has made – to your partnership, community and yourselves. We may use the information provided in this form for a case study of your work and will seek permission from you to share this information wider.

**Personal Information**  
First name:  
Surname:  
Email address:  
Company/Organisation:

**Looking back, how would you describe the story of this project?**

*Consider where it began, who was involved, what you set out to do and how it unfolded. What stands out when you reflect on this journey?*

**What changed as a result of the work?**

*How did the project make a difference, big or small? What were the changes on people, relationships, processes, communities or mindsets? How has this project made a difference to your institution, your community partners, or the wider civic university mission?*

**Key Moments**  
*Were there any turning points, surprises or memorable moments that shaped the projects direction or outcomes?*

**What have you learned about partnership?**

*What helped collaboration to thrive - or what made it hard? How did the partnership evolve?* *Were there moments where you had to adapt, compromise, or shift your approach?*

**Innovation in Practice**

Describe any new approaches, creative ideas, tools created, or risks taken. What learning did you take from these?

**What’s next for you and this work?**  
*Has this project sparked new connections, networks, or ideas for future collaboration? What support or partnerships would help you keep the momentum going?*

**How do you see your work connecting to broader goals around civic impact in higher education?**

**Final Thoughts**  
*Is there anything else you would like to share about your experience?*

**Financial Reporting**  
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Please provide a final summary of how the funding was spent, there is an option to attach an excel file.