



Association for Agency-Based Counselling  
& Psychotherapy in Ireland Ltd

Guidelines for:

**Due Diligence Policy:**  
**Monitoring & Verifying The End Use Of Charitable Funds**

Name of Funder

Address:

Principal Contact:

Telephone:

Email:

Project(s) Being Funded:

Project Duration:

Start Date	Estimated Completion Date
<input type="text"/>	<input type="text"/>

Reporting To Funder (tick)

Monthly
Quarterly
Six-Monthly
Final

Total Amount of Funding Received:



Association for Agency-Based Counselling  
& Psychotherapy in Ireland Ltd

Single Grant or Stage Payments:

Frequency of Payments:

Total Amount Of Monthly Payments:

Date Next Funding Request Expected:

### **Project Objectives**

Summarise The Plan/Project(s):

State Progress of Project(s):

State the reason for any significant variation from the plan/project(s); include action required:

Summary of achievements & key developments:

Outline any delays in the project(s) implementation; explain the reason why.



Association for Agency-Based Counselling  
& Psychotherapy in Ireland Ltd

