

COMMUNITY GRANTS SCHEME ACCOUNTABILITY RECORD

Application No. _____
(office use only)

PLEASE NOTE THAT THIS FORM SHOULD BE COMPLETED AND RETURNED WITHIN 2 MONTHS OF THE PROJECT OR ACTIVITY'S COMPLETION

Project Title _____

Name of organisation _____

Postal address _____

Street address _____

Telephone No _____ Fax _____

Funding of \$ _____ was received for _____ (activity)

We certify that \$ _____ of this grant was spent entirely for an activity in the project specified above and attach documentation clearly confirming this.

Signed on behalf of the above organisation:

Name: _____

Signature _____

Title _____

Date _____

The Project

1) In which local authority area(s) did your project or service take place?

2) Where did the participants/recipients of your project or service come from? Please estimate numbers.

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3) Did your project or service involve a particular interest group/s? If so please state

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4) What was the outcome of your project or service and the probable reasons for success or failure?

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5) How did the KDC Community Grant contribute to the overall success of the project or service?

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6) What were the benefits to the Kawerau District?

Money and Resources

Please outline the costs of your activity. Organisations not registered for GST should include GST in their income and expenditure.

In your application you specified that the Community Grants Scheme would contribute to the cost of		Please tell us where this money was spent	
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Please attach substantiating documentation

DETAILED RECEIPTS ARE PREFERRED but detailed invoices supported by bank statements clearly confirming payment are acceptable.