

RAUMATI COMMUNITY BOARD VISION RAUMATI GRANTS

Accountability Report Back

You/your organisation received a Vision Raumati grant from the Raumati Community Board recently. As part of the acceptance of this grant we require you to:

- Complete the Accountability Report Back form and attach photographs, copies of receipts of payments and any other financial information as applicable.

Please complete this form **within two months** of the use of the grant and return to the address listed below.

**Please Note: You must return this form to be considered for future funding.
Any monies that are not used for the purpose applied for are required to be returned. Failure to do so may exclude the applicant from any further application.**

Name of Individual/Organisation: _____

Amount of Grant: \$ _____ Date Received: _____

Project/Event for which grant was made: _____

Please provide a detailed account of the activity including photographs

Please provide a detailed financial report outlining how the money was spent

Please provide details of other funds acquired for the activity

Please provide details of the benefits to the Raumati community

Please provide plans for the ongoing sustainability of the project (if applicable)

Please sign below:

Two signatories required for organisations only.

Grant Recipient: _____ Second Contact: _____

Signature: _____ Signature: _____

Position: _____ Position: _____

Date: _____ Date: _____

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Please return accountability report to:

Governance Team

Kāpiti Coast District Council

Private Bag 60601

Paraparaumu 5254

OR

governance@kapiticoast.govt.nz