

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Okaihau Community Association

Name & location of project: Okaihau Hall Kitchen & Toilet renovation _____

Date of project/activity: Feb –Aug 2025 _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5000 _____

Board meeting date the grant was approved: October 2023 _____

Please give details of how the money was spent:

- Your contribution to the project and the funding you received from the Community Board must be accounted for*
- Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
Noel Leeming - Microwave	\$371.99	✓
Bunnings - Drawer Liners	\$22.62	✓
Discount Office - Paper Towels	\$129.68	✓
Café Supply - Fridges -2 bar-fridges, 1 large fridge, extra shelves	\$3838.50	✓
Bunnings - Rubbish Bins	\$38.90	✓
Hospitality Supply- extra IDish Racks for sterilizer	\$94.19	✓
BOI Gas – Gas, 2 bottles	\$64.80	✓
The Warehouse - Extension cord for fridge	\$5	✓
Para-Rubber - Protective strip for trolley bay	\$15.98	✓
CrackerJack - Cutlery containers	\$27	✓
Bunnings - Small ladder for kitchen	\$35.16	✓
KMart - Dish draining mats & more cutlery containers	\$58	✓
Bunnings - Hand-wash, mat for back door, silicon for oven area	\$71.95	✓
Kiwi Hygiene Supplies - Dishwasher liquid & Rinse-Aid	\$64.32	✓

TonerWorld - Label tape for drawers, cupboards & switches	\$9.55	✓
Discount Safety Signs - Kitchen door safety signs	\$79.84	✓
The Warehouse - Dishwash, rinse-aid, gloves	\$38.80	✓
Total:	\$4966.28	

Give a brief description of the highlights of your project including numbers participating:

We are delighted with the results of the renovation at the hall – with the lovely new toilet facilities and the wonderful, well-appointed kitchen. The kitchen is the highlight – being more modern, hygienic and easy to use & clean, with great facilities, compared to our old kitchen. The huge benefits are the new appliances – in particular the large spacious fridge & the 2 small bar-fridges, plus the sterilizer machine.

As this was an FNDC project, neither the OCA or community members were involved in the actual renovations. However we, as a committee, have been heavily involved in sourcing the equipment and other items required for the new facilities.

Describe the main findings in your evaluation of the project/event; describe how your project/ event benefited the community:

We now have a facility that we can be proud of. It utilizes the hall spaces better than before, is a joy to use and functions well. We are able to accommodate disabled people with the fit-for-purpose, disability toilets. There are also changing spaces for parents with young children.

We are already seeing an increase in hall-hire – and we have only been back in business for one month! We hope the changes will encourage more use and enjoyment of the spaces we have available for community events.

Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

The KHCB money was initially granted to the Okaihau Community Association for the purposes of kitchen design & scope work.

However, design & scope was encompassed in the overall quote for the new kitchen, so was not a separate expense. The KHCB allowed us to transfer the use of the grant towards purchasing new equipment for the kitchen.

After purchasing the equipment we needed, there was around \$700 remaining of the grant – which we were then permitted to use towards purchase of other incidentals resulting from the renovations that we had not needed prior to the work – items such as paper-towels, hand-wash & dishwasher liquids, a step-ladder to reach the higher cupboards, gas for the hot-water, and so on.

We have acknowledged the KHCB on our facebook page, advertising the fact the hall is now complete & open for business. We thank the KHCB immensely for the generous grant towards our wonderful new facilities – without which, we would not have the amenities the community can now enjoy.

Receipts attached.

If you have a Facebook page that we can link to please give details:

Okaihau Community Association

<https://www.facebook.com/profile.php?id=100067489005137>

This report was completed by:

