

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: Russell Centennial Trust Board – Russell Museum

Name & location of project: Russell Museum Signage Upgrade

Date of project/activity: Ongoing

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$2,000.00

Board meeting date the grant was approved:

03/12/2020

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)
Signosaur – Museum Signage	\$ 2,473.50	✓
Signosaur – Museum Clerestory Signage	\$370.00	✓
GST	\$426.53	
Total:	\$3,270.03	

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

The signage helps to improve the visibility of the Russell Museum to all visitors to Russell, in particular road traffic. Its purpose is to have ongoing benefits for the museum to increase visitor numbers to the museum. The previous museum sign was old and dilapidated, hence ineffective. But also the new sign incorporates its Māori name.

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

The new museum signage will improve the overall appearance of the entrance to the museum, and direct visitors more appropriately to the museum's entrance. It also helps to enhance the museums appearance in the York St streetscape of Russell.

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

Attached is an image from the Russell Museum's website acknowledging the Community Board for the grant for the museum signage.

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

<https://www.facebook.com/RussellMuseum/>

This report was completed by:

Name: Fiona Mohr

Address: Russell Museum - 2 York Street, Russell 0202

Phone: 09 403 7701 mob: 0274484179

Email: curator@russellmuseum.org.nz

Date: 28/03/2022

ATTACHMENTS:

Invoice – Signosaur

Statement – Bank Statement

Image – Screenshot from Russell Museum Facebook