



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: Our Kerikeri Community Charitable Trust

Name & location of project: Christmas Tree

Date of project/activity: September 2021

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 10,000

Board meeting date the grant was approved: September 2021

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)
Full amount went to the purchase of the tree	\$ 10,000	✓
	\$	
	\$	
	\$	
Total:	\$	

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

Tree will be erected on the 1st December for the month. The tree is in a secure location and will be picked up by a local transport company on the 1st. We have scaffolders erecting it and an electrician to complete the light installation.

CCTV camera currently being installed, patrols sorted, police updated.

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

With the recent vandalism activities, we have had to increase security presence for the month.
We won't be stopped from doing nice things for our town because of the few, however we are ensuring all measures are in place to mitigate the risk.
The community is excited and it is going to be part of an amazing Christmas event being held on the Domain on the 3rd December.

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 community board is being acknowledged in social media posts, posters and a sign will be on the security fence for the month of December.

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

www.facebook.com/ourkerikeri

This report was completed by:

Name:
Address:
Phone: mob:
Email:
Date:

Schedule of Supporting Documentation

OUR KERIKERI COMMUNITY CHARITABLE TRUST

(Christmas Tree – 2021)

The following supporting documentation has been provided in support of the project report and is emailed under separate cover.

1	Invoice for Christmas Tree – x 1 page
2	Bank Statement Showing Payment – x 1 page