



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](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:

Funding Advisor  
Far North District Council  
Private Bag 752  
KAIKŌHE 0440

Name of organisation: Manāki Tinana Trust  
Name & location of project: Hokianga Community Gym - laptop purchase  
Date of project/activity: 18 February 2022

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$758-00

Board meeting date the grant was approved: 4 February 2022

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)
Acer Aspire 15.6" laptop	\$761-14	✓
- Supplier Elive Ltd	\$	
	\$	
	\$	
Total:	\$761-14	

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

The laptop is essential for Manāki Tinana Trust which runs Hokianga Community Gym to independently monitor and manage our 24/7 door entry system ourselves. This task was previously contracted out to an electrician in Kaitiaki.

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

By the Covid-19 Government mandate, we are required to monitor daily all gym users. If someone tested positive for Covid, we would have to notify all close and casual contacts in the gym. We could not do this using our previous contractor, who lives in Karori. We are also required to activate/deactivate members' key tags, as they provide proof of vaccination status.

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

Photos of the laptop, and our Trust Board member and I.T. Specialist, Anthony Wright, are attached. We have posted a notice in the gym, thanking the Community Board for their support.

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

This report was completed by:

Name: Jenny McDougall  
Address: 246 Wharekawa Rd, RD3, Kaitake 0473  
Phone: 09 4057598 mob: 0211477761  
Email: jennymcd@xtra.co.nz  
Date: 25 March 2022

## **Schedule of Supporting Documentation**

### **Project Report**

#### **MANĀKI TINANA TRUST**

**The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.**

<b>1</b>	<b>Invoice: Laptop and Windows Package x 2 pages</b>
<b>2</b>	<b>Payment of grant details (has been paid) x 1 page</b>
<b>3</b>	<b>Photo of laptop in use x 2 pages</b>