

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:

**Far North Joyfest
Group**

**Name & location of
project: Far North
Joyfest, Butler Point,
Hihi**

Date of project/activity:

Saturday 11th January 2020

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$3000

Board meeting date the grant was approved:

20th August 2019

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)
Live Wire Media (Social media development/promotion)	\$518.97	Awaiting
D-Bay Hire, Mangonui Sanitary blocks x 8	\$900	Yes
Top Hire Marquees (yoga tent and eco living tent – needed shade)	\$1581.03	Yes
	\$	
Total:	\$3000	

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

The biggest gift of the first ever Far North Joyfest was walking around the site and seeing so many smiley faces, people really enjoying what they were doing or experiencing, the way people interacted and the real sense of joy that was present in abundance.

We sold 144 tickets pre event (including 26 free child tickets) and 21 tickets on the door. In addition, there were a further 91 people on site who were running sessions, providing music, operating a stall or their guests or linked to the venue. Each stall was allowed 2 adults/2 children, each person delivering session was able to invite one adult and 2 children, not everyone took up this ability. We attracted people from the local area and some people had travelled from Auckland especially for the event.

The amount of feedback we received about the organisation and delivery of the event was lovely. People felt it was very well organised, that the event had a lovely feel about it, that workshop presentations were of a very high standard and that the venue was incredible. So many people who came have also been in touch to say thank you and many have volunteered to help with organisation/pack in/pack down next year. One person has offered to sponsor the event by creating a website for us!

Everyone involved from the venue, to the sound man, from musicians to workshop facilitators have gone to great lengths to ensure we were happy to organise this event again by bringing down prices to ensure our costs were covered. They all feel that it will only grow in popularity and that the first event is always the most difficult. Everyone has been so supportive. It created a real sense of community so much so that people wanted to support it.

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

On leaving the site volunteers asked whether they had enjoyed themselves. Overall people were very complimentary about the day, many saying they would come again and bring friends. They made comments like. I attach the programme which shows you the range of activities that were on offer. People experienced things they had never tried before, they had practical/hands on experiences which were good for their inner well-being and for the planet. Small scale local businesses benefited financially by selling their products at the event. Facilitators benefited financially as they got new people interested in their work/classes they run elsewhere. The local economy benefited as some people travelled to the area specifically for the event.

Lessons for the future. Our main act pulled out partly because we couldn't guarantee how much we could pay for their time; we agreed a minimum price would be paid but it wasn't enough. It would be great second time around to secure funding or sponsorship to cover the musical side of the event – having good quality music also attracts people to buy ticket. It worked out for the best in the end as the new main act was really community spirited and understanding of what we were trying to do.

Tickets. This was a big one. After doing our forecasting it became clear that there would be a limit as to how many people, we could have on site so we had to think quickly and came up with a 3-tier pricing system. Those paying more received access to 2 extra workshops and more entries into raffles we ran to encourage pre ticket sales. From the feedback we received having this structure confused lots of people and they didn't feel there was enough clarity on what they would get for their ticket. We also wanted to avoid ticket sales on the door for safety reasons and also because it's better to know how many people will come for planning purposes. In the end we did tickets on the day, but some people were confused as to whether this was an option. We need to spend more time now thinking about the pricing structure, having an Early Bird ticket would be good but we also need to ensure those that want to come and who can't pay the full price can still access the event. We need more time to figure this one out!!!

Workshop timings – next year we will ensure workshops run at the same times and we will have no workshops when there is live music to make sure musicians have a better audience. We tried to link timings but last minute we had to change the main stage timings as one presenter pulled out and this through everything off kilt slightly.

Stalls – we had a good selection. But feedback was that we needed more food options. We had one food vendor pull out on us the night before. We tried to find a solution but it was too complicated. For next time we need to get food people booked in well in advance. There is still a need for more wholesome food providers in the area so we will look further afield until this gap in the market is filled by someone locally.

Volunteers – when I realised, we hadn't got numbers of tickets on the door that we needed to cover costs I panicked momentarily and asked the volunteer on the information desk to give volunteers the option of taking the \$10 voucher for lunch or not. I have since apologised and once we knew there was a bit of money left it was important to go back to those who turned it down. We had the idea of getting someone to sponsor a T-shirt for volunteers as well as volunteer food and drink so we know we have that covered.

Marketing and Promotion – we did a good job on social media in the end, we just had to step up to the task and get it done as volunteers. It was great to have external help to begin with though. Next year we will have a website too.

Managing Finance – we did really well to cover all our costs as a first-time event, this does not normally happen. Obviously partly due to amazing donations and people coming down in price to support us. But also, because we made decisions as we went along to cancel marquees, to cancel social media work, to reduce marquee sizes and save money where we could.

Overall feedback in terms of health and safety was very positive there are just a few areas we need to improve on next year around toilet care and the driveway coordination for pack in and pack down. Now there are lots of people wanting to help this should be a lot easier.

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

A4 posters = 600 were distributed around the Far North and included the Te Hiku Community Board logo.
Announcement on Facebook page when we got the decision that we were being funded.
PDF Programme featuring Te Hiku Community Board logo

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

www.facebook.com/farnorthjoyfest

This report was completed by:

Name: Hari Bans Angell Kaur
Address: 1036 Taupo Bay Road, RD1, Mangonui, 0494
Mobile: 021 570 126
Date: 20th February 2020

Schedule of Supporting Documentation

Joyfest

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

1	Income Report
2	Invoice – Live Wire Media
3	Poster
4	Programme
5	Marquee Hire Invoice
6	Doubtless Bay Hire – Portaloo Invoice and Receipt