

COMMUNITY WELLBEING GRANT ACCOUNTABILITY FORM

Please complete all sections of the Accountability Form that apply.

A. GENERAL DETAILS

1. Name of organisation that applied for the Community Wellbeing Grant:

Postal Address:	
Email:	

B. ACCOUNTABILITY DECLARATION

I,

being the _____
of the above organisation, hereby certify that we received the following 2020 Community Wellbeing Grant from the Masterton District Council:

Date:





Signed:

Amount Received (excluding GST)


\$

C. INFORMATION ABOUT YOUR PROJECT

1. Please tick the wellbeing area (s) that your project contributed to:

WELLBEING DEVELOPMENT AREA (PLEASE TICK)			
 Social	 Cultural	 Environmental	 Economic

2. Please attach a brief one-page description with:

- | | | |
|---|--------------------------|---|
|  | <input type="checkbox"/> | What the grant was used for |
| | <input type="checkbox"/> | How the grant was of benefit to the organisation |
| | <input type="checkbox"/> | The actual (or estimated) number of people involved |
| | <input type="checkbox"/> | How successful was the project |
| | <input type="checkbox"/> | Was there any part of the project that could have gone better |
| | <input type="checkbox"/> | Include any photos, newspaper articles or pamphlets |


D. DETAILS OF EXPENDITURE

3. Please show the total expenditure on the project, including your contribution:

Project Costs	Amount (excluding GST)
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Please use a separate sheet if needed

Please attach any supporting documents:

- | | | |
|---|--------------------------|--|
|  | <input type="checkbox"/> | A final summary of expenditure and income report or final budget |
| | <input type="checkbox"/> | Any relevant invoices pertaining to the funding tagged for this grant by Council |

If you have any questions about the Community Wellbeing Grant Accountability Form, contact Deanna Elwin, Grants Administrator by or email deannae@mstn.govt.nz or telephoning (06) 370 6272

The completed accountability form should be returned after the project and no later than 30 April 2021, by either:

POSTING TO:	PO Box 444, Masterton 5840	DELIVERING TO:	161 Queen Street, Masterton 5810	EMAILING TO:	admin@mstn.govt.nz
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