

# FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

**A. Details**

Name of organisation: \_\_\_\_\_

Contact person: \_\_\_\_\_

Postal address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**B. FINANCIAL** (Attach copies of relevant bank statements, all invoices & receipts for grated Rural Travel Fund)

1. **Community Board meeting date the grant was approved** \_\_\_\_\_

2. **Please indicate the successful amount that you received**

\$ \_\_\_\_\_ (FNDC contribution)                      \$ \_\_\_\_\_ (Other Funders)

\$ \_\_\_\_\_ (Your Contribution)                      \$ \_\_\_\_\_ (Total)

3. **What other, if any, organisations did you receive funding from? (briefly explain using the following table)**

<i>Date</i>	<i>Organisation</i>	<i>Purpose of Funding</i>	<i>Amount Received</i>
			\$
			\$
			\$
<b>TOTAL EXPENSES</b>			\$

4. **Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)**

<i>Date</i>	<i>Supplier/Service/Provider</i>	<i>Item</i>	<i>Expense (\$)</i>
			\$
			\$
			\$
			\$
			\$
<i>Receipts required</i>		<b>TOTAL EXPENSES</b>	\$

**C. DESCRIPTION OF FUNDING ALLOCATION**

1. What were some of the benefits in having the travel fund approved?

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2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

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**D. FUNDING TIMEFRAMES**

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

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**E. Checklist**

1. **Have you answered every question?**
1. **Have you attached a recent bank statement showing the funding being spent?**
2. **Have you attached all receipts as proof of expenditure?**

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Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

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

OR: mail to

Funding Advisor  
Far North District Council  
Private Bag 752  
**KAIKOHE**  
0440

Or contact us;

(09) 401 5200  
[funding@fndc.govt.nz](mailto:funding@fndc.govt.nz)  
[www.fndc.govt.nz](http://www.fndc.govt.nz)