 **Grant Accountability Report Form**

As per the conditions of our grant, your organisation is required to provide a report back to Advance Ashburton Community Foundation. FAILURE TO PROVIDE THIS REPORT ON TIME COULD JEOPARDISE FUTURE FUNDING APPLICATIONS

Name of Organisation: ……………………………………………………………………………………………………………………

Initiative name: ………………………………………………………………………………………………………………………………………………

Amount of funding received: ……………………………………… Due date for accountability report: …………………

Please provide receipts for any capital items purchased.

Together with this report, we request that you send some high quality digital images of your project.

Please report on the progress of outcomes as per your application (please continue using additional paper if necessary):

|  |  |
| --- | --- |
| **Planned Outcomes:**  **What you were trying to achieve?** | **Outcome.** |
|  |  |
|  |  |
|  |  |

Have all the funds been used for the specified project? If not, please provide more details.

**Applicants Declaration**

I certify that the above information is true and correct and that all donation conditions have been adhered to.

Signed……………………………………………………………………………………………….. Date: …………………………………………

Name (Please Print)………………………………………………………………………….. Designation: …………………………….

Contact Phone Number :…………………………………………………………………… Email: ………………………………………