

Accountability Form for Funding from the Hutt City Council



This form is also available online at www.comdev.huttcity.info/funding

Community Development (a business unit of Hutt City Council)

- Reports are required from all recipients of grants received from Hutt City Council.
- Please complete and return this form telling us how your organisation, and your community, has benefited from this grant. Please return this form by
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- Organisations that do not complete and return the accountability form will not be eligible for further funding through any of the funding schemes administered by Hutt City Council.

1. Organisation:

2. Name of Funding Scheme:

3. Grant Received:

4. Purpose of Grant:

5. Date Grant Approved:

6. What was the grant used for? Please itemise and provide receipts or supporting documentation:

Activity:	Amount:

7. How has the grant helped you achieve your purpose? You should include:

- How your organisation has benefited from the grant;
- What progress your organisation has made on achieving its objectives for this project/purpose;
- How many people benefited from this grant;
- How did Hutt City benefit; and
- How you assessed these benefits.

Position held _____

Position held

Date _____

Date

Please complete this form and return to:

Community Funding Officer
Community Development
Hutt City Council
Private Bag 31912
LOWER HUTT
fax: 5706 969
Email: comdev@huttcity.govt.nz

