



# Waimate District Council Community and Sports Grant

## Project Accountability Form

- Community Grant** (Tick applicable)
- Sports Grant**

For all expenditure relating to the Community Grant or the Sports Grant submitted to and made by the Waimate District Council -

- Please:
1. Fill out this form.
  2. Attach: Receipt of payment OR  
An invoice detailing items purchased OR  
A statement from your club's Accountant.

**Return to the address listed below within two months of project completion and/or within a year of funds being allocated or before your next application for funding. Refunds may be requested if the project is not completed within one year of receiving the grant.**

---

Name of Organisation/Club .....

Amount of Grant \$ .....

Date Received .....

Purpose grant awarded for: .....

.....

.....

.....

.....

.....

Please give details of how the money was spent:

..... \$ .....

..... \$ .....

..... \$ .....

..... \$ .....

Please provide a brief description of benefits achieved with these funds:

.....

.....

.....

.....

.....

Please certify below:

Name: .....

Signature: .....

Position: .....

Date: .....

Return to: Grants Administrator

E – [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz)

or

Post to: Grants Administrator  
Waimate District Council  
PO Box 122  
Waimate 7960

Or

Waimate Information Centre  
15 Paul Street

Waimate