



Community Funding Accountability Form

Long-Term Plan 2025–2034

Your details – Please complete all fields

Name*	
Organisation*	
Legal status (if applicable)	
Postal address *	
Town *	Postcode *
Email *	Phone *

Your funding

Financial year funding was received for _____

Amount received (zero GST rated) _____

Was this one-off funding or annual funding?

☐ One-off

☐ Annual

Financials

How was the grant spent?

*Please provide a breakdown of expenses versus income below. You can attach this information separately.
Note: that we do not accept photos of original documents. Attach proof of spending, such as a copy of the invoice or bank account extract transitions.*

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Funding impact

Include a brief description outlining the funding's purpose or project it was granted for.

What were the outcomes of your project and how did it benefit the community?

Which of the Community Outcomes did your project contribute towards?

- ☐ **Social** - Our communities feel safe, vibrant, healthy, and connected.
- ☐ **Affordability** - Our communities are supported by infrastructure, facilities, and services that are quality, efficient, affordable, and meet our current and future needs
- ☐ **Prosperity** - Our district is supported by resilient infrastructure that promotes an innovative and diverse economy, creating opportunities for self-sufficiency, sustainable growth, and employment.
- ☐ **Culture** - Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage.
- ☐ **Environment** - Our distinctive environment and natural resources are sustainably managed, healthy, and valued.

Comments: Please include any additional comments.

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Information for applicants:

- All accountability statements must be submitted to council before the 1 May of the financial year (1 July – 30 June) the funding was granted for.
- All accountability statements for previous funding must be submitted before any new applications are considered.
- Any unspent funds must be returned to Buller District Council.
- If you are unsure if an accountability statement has been submitted, please contact the Buller District Council at grants@bdc.govt.nz
- Complete one accountability form per approved LTP funding.
- Ensure you attach all the required supporting documents.
- Failure to include all relevant information may delay the processing of your next application.
- Please keep a copy of the accountability statement.
- This document could be made available to the public. Please refer to www.bullerdc.govt.nz/privacy or contact Council for a copy of Council's Privacy Statement.

Checklist for your accountability statement:

- Filled out and signed an accountability statement. Please ensure that you have completed ALL sections of the form. If information is not provided, your next application may be delayed.
- Proof of spending, for example, by attaching a copy of the invoice or an extract of your bank account transactions.

Declaration:

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we understand and agree that any unspent funds granted will be returned to Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

Name*
Signature
Main contact
Secondary contact

If you have any general questions about what community funding is available during our grant rounds, please contact our staff via email at grants@bdc.govt.nz.

Send your completed report to:

Buller District Council, PO Box 21, Westport 7866 or email to grants@bdc.govt.nz