



COMMUNITY GRANTS PROJECT COMPLETION REPORT

1. Name of Group:

2. Date of Report: ___/___/20___	Year of Grant Funding:
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3. Person completing report:	Phone No:
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4. Project Title:

5. Amount Funded: \$

6. Outcomes of the Project
Briefly describe the outcomes of the project. (i.e. number of people attending, capital items purchased, number of new members etc...)

7. Financial Acquittal	
Expenditure Item Please indicate what grant money has been spent on	Amount
	\$
	\$
	\$
Total Expenditure	\$

8. Please attach photos of the completed project and copies of any promotional materials or media coverage relating to the project
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9. If you are claiming the grant payment with this form and the grant is >\$1,000 please attach a copy of the invoice/s paid to the supplier.

PLEASE RETURN TO:
COMMUNITY DEVELOPMENT GRANTS
HORSHAM RURAL CITY COUNCIL, PO BOX 511, HORSHAM VIC 3402
or email to: susan.surridge@hrcc.vic.gov.au