

# *Natural and Built Environment: Biodiversity Grant*

## Reporting Form 2018/19

Organisation name:

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Postal address:

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Contact person 1:

Phone (daytime):

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Email address:

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Contact person 2:

Phone (daytime):

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Email address:

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Project dates

Start Date

Completion Date

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### What your project achieved

1. Describe your project.

(Provide a brief description of the project funded and how it was delivered. FOR EXAMPLE: With the funding, we organised three pest management days, involving 30 volunteers).

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2. How is biodiversity better off as a result of the project?

(Provide a simple, clear and concise statement that describes the result achieved. FOR EXAMPLE: We controlled predators in the local reserve which will allow native species to fledge, a population to re-establish and the community will be able to experience NZ biodiversity, increasing the support of protection).

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3. Use the following table to outline how well the project achieved its goals.  
 (Fill the table using your project goals (as outlined in your application for funding) and provide evidence of their achievement, or explanation of why they were not achieved).

Project Goal	Achieved / Not Achieved	Evidence
FOR EXAMPLE: Involve 25 volunteers	Achieved	We had an attendance register that recorded the attendees – 30 were recorded.
FOR EXAMPLE: Lay 200 predator traps	Not achieved	20 of the traps we had received were faulty and could not be used.

4. Please make any other comments as to the success or failure of your project.
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## Financial Information`

5. Please complete this simple budget outline to show how the grant was grant used.  
(Attach receipts for all Council expenditure.)

Project budget	Council funding received	Other funding for project	Total
Salaries/Wages			
Administration			
Accommodation/Rent			
Equipment			
Conference / Meetings			
Promotion / Marketing			
Telephone / Internet			
Travel			
Tutor Fees			
Consultants			
Resources (please specify)			
Resources (please specify)			
Resources (please specify)			
Resources (please specify)			
Other (please specify)			
Other (please specify)			
Other (please specify)			
Other (please specify)			
Other (please specify)			
Other (please specify)			
<b>TOTAL</b>			