

# Sport Development

## 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) Briefly explain what your project did?

(Provide a description of the project or programme that was funded and how it was delivered. If you have a project/programme plan (or similar), this can be attached and referred to.)

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2) What group(s) of people mainly benefitted from your project?

(Outline the main group(s) of people who benefitted from your work).

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3) What was the main outcome of your project?

(How was the community better off as a result of this project? Each outcome should be written as a simple, clear and concise statement that describes the high level benefits of the project or programme. This should be based on the outcome you stated on your Pre- Grant Information Form. FOR EXAMPLE: We invested \$XX in a regional marketing programme and are projected to increase tourism numbers by XX% in the next 12 months. We will run three exhibitions which will attract 4,300 people, with over 82% stating that they have significantly increased (4-5 or higher out of five) appreciation for the history and culture of the Ashburton Region.)

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4) What main outputs were achieved by your project?

(This is a count of the amount of the particular activity that was delivered. FOR EXAMPLE: We ran a marketing campaign on national television for one month, a print advertising campaign in Auckland newspapers and an online campaign for three months. The three exhibitions that ran were: [state names and when run].)

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a) How well did you deliver your project or programme?

(This is a description of how well you achieved the quality standards that you set for your programme or project. It could be cost per participant, level of satisfaction per user, or marketing measures of success. FOR EXAMPLE: The exhibit cost \$3.25 per visitor; 92% of participants scored 4 or 5 for satisfaction on a 5 point scale; 8% of people in Auckland recognise our marketing campaign when asked.)

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b) How many people were better off?

(Relative to the objective, this is a count of how many people are better off. If appropriate break the numbers down by the target groups. FOR EXAMPLE: 3,200 people valued the exhibition for increasing their knowledge of local history and culture; 400 people will enjoy our programme; 50 businesses, including 200 employees will benefit from increased tourism trade relative to last year).

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c) What percentage were better off ?

(This is calculated using the information in the question 'b'. It is the percentage who are better off out of all that could have potentially benefited from the programme or project.)

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5) What were the information sources used to verify your results.

(Outline how you collected the information (above) to report how successful your project or programme was as well as the impact it had.)

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6) Please make any other comments as to the success or failure of your project.  
(There may have been unanticipated benefits occur, or unforeseeable difficulties that may have made your project or programme difficult to deliver. Please explain these in this section.)

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## Financial Information`

- 6) Present what your Council Grant was spent on based on the cost options used in the application. Please include receipts.

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>			