

Instructions for Grantees

This form is designed to help us understand the challenges, triumphs and insights you experienced and gained while running your funded project/program. Please be frank – while we absolutely want to know about and celebrate your successes, it's just important to us that we understand what did not work so well. This will help us to learn what we and others could do differently next time.

You must complete and submit this form no later than the date stipulated in your funding agreement. If you fail to do so you may not be eligible to apply for further grants from Rangitikei District Council.

The completion of this form should be overseen by someone with an intimate knowledge of the funded project/program.

Project Report

*** indicates a required field**

Organisation name: *
Project Marton Inc

Event name: *
Marton Christmas Parade
This question is read only.

Date of event *
07/12/1919
Must be a date.

Type of event: *
☐ High profile
☐ One-off
☒ Community

☐ New recurring
☐ Established recurring
☐ High profile, community

Amount of sponsorship received *
\$1,346.99
Must be a dollar amount.

Please provide a short summary of the work that was completed as part of this project / program / initiative *

Project Marton worked hard to provide an exciting, accessible, inclusive and welcoming Christmas parade for the community, that was followed on by a Community Carols in the Park event. Project Marton worked closely with Marton Combined churches to deliver a Community Carols event that included all who wished to participate.

The event went ahead just 2 weeks after one of Project Marton's key events, Marton Market Day and was planned and carried out primarily through volunteer hours and creativity. The parade went through some key Marton Streets and to the Rest Home before finishing at Follett Park for the Carols in the Park. The event went ahead as planned on 7 Dec 2019.

TABLED DOCUMENT

Tabled at Community Grants
on 29 September 2020 Sub-Committee

Event Sponsorship Scheme Round 2 2018-2019
Event Sponsorship Scheme Project Report Form
Application ESS00008 From Project Marton Incorporated - DRAFT

Describe the 'who, what, where, when and why' of your initiative

Attendees

Please provide estimated numbers of those who attended the event:

Rangitikei District residents: *

1200

Must be a number.

Visitors form neighbouring districts: *

50

Must be a number.

Visitors form the rest of New Zealand: *

0

Must be a number.

Overseas visitors *

0

Must be a number.

Was this attendance

- ☒ more than you expected?
- ☐ what you expected?
- ☐ less than you expected?

Outcomes

Did the event go as you had planned? *

The weather was outstanding and there was fabulous community participation with parade floats and good attendance at both parts of the event (street parade and carols).

Despite some speedbumps in the planning, mainly around funding and staff hours, the event still went ahead as planned, and we have some more great ideas to make it even better in 2020!

What worked really well: *

The categories of floats were good, the route well planned and supported by local agencies (eg Council and NZ Police). The detour through the Resthome was very much appreciated by the Residents and Staff to help them feel a true part of the Community. While having all the Churches helping with the Carols part of the event, overall this worked well under the 'Combined Churches' banner for a good result with the stage program and carols. This was the first year both the Carols and Parade were planned and co-ordinated as part of the same event and the feedback was overwhelmingly positive from the members of the Community.

What didn't work so well/could be improved? *

Fine tuning of the carols programme and delivery to make a great event even better. Also continued improvement and tweaking of the staging and sound supporting the event, and options to make it even more of a 'must attend' event for people of all backgrounds in our Community.

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Do you intend to hold this event again?

- ☒ Yes
☐ No
☐ Unsure

Did you record any aspect of your project/program through photographs, audio or video?

- ☒ Yes
☐ No

We'd love to see some visual and audio representations of your work. Please share below.

Upload files:

Filename: IronstoneClay-5123.jpg

File size: 690.5 kB

Filename: IronstoneClay-5420.jpg

File size: 691.5 kB

Filename: IronstoneClay-6086.jpg

File size: 448.9 kB

Filename: IronstoneClay-6106.jpg

File size: 541.8 kB

Filename: IronstoneClay-6259.jpg

File size: 1.1 MB

Filename: IronstoneClay-6286.jpg

File size: 819.6 kB

and/or

Provide web link:

Must be a URL

and/or

Provide additional details:

Photos also available through our facebook page
www.facebook.com/ProjectMarton/

Please include captions, if relevant

Can we use your media content in our own communications?

- ☐ Yes ☐ No ☒ Please contact us first
e.g. in our annual report

Did you provide any acknowledgement of the Rangitikei District Council as a funder of your project/program?

- ☒ Yes ☐ No
e.g. in a media release, in a speech, on your website, in a project/annual report

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Please provide details below.

Upload files:

No files have been uploaded

and/or

Provide web link:

Must be a URL

and/or

Additional details:

Via facebook page

Financial Report

*** indicates a required field**

Event Income & Expenditure

Please provide details of any event income (funds received) and expenditure (funds spent) to date.

Use the 'Notes' column to provide any additional information you think we should be aware of.

Income Description	Income Type	Confirmed Funding?	Income Amount (\$)	Notes
RDC Event Sponsorship grant	Government Grants	Confirmed	\$1,346.99	exc GST
Raffle Donations	Donations	Confirmed	\$116.00	No GST
Combined Churches Donation	Donations	Confirmed	\$403.90	NO GST
MDay reconcile K P	Other Income	Confirmed	\$826.09	exc GST

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Lolly scramble	Other Expenditure *	\$167.44	
Rangitikei District Monitor	Advertising and Promotion	\$242.00	
Warehouse Stationery	Administrative and Infrastructure	\$48.99	

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Awards Trophies	Other Expenditure	\$146.12	
Image Group	Project and Production	\$3,665.50	
Ironstone Clay	Advertising and Promotion	\$300.00	
Miscellaneous Props	Project and Production	\$80.14	
Facebook	Advertising and Promotion	\$26.08	
Entertainment	Project and Production	\$826.06	

Income and Expenditure Totals

Total Income Amount

\$2,692.98

This number/amount is calculated.

Total Expenditure Amount

\$5,502.33

This number/amount is calculated.

Income - Expenditure

-\$2,809.35

This number/amount is calculated.

Have you experienced any issues with your intended project budget to date? If so, please explain reasons for any major variances or for providing incomplete information:

Funding was difficult with no financial sponsorships available through local business and enterprise and Grant money harder to come by (second grant applied for to support this event was granted with significantly reduced dollar value, meaning nothing was able to be contributed to this event. With such short notice in funds not being awarded, we had little option but to absorb the additional costs. Financing going in to 2020 Christmas Parade will need considerably more work to ensure we can fund and deliver another great event.

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree

☒ Yes ☐ No

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Name of authorised person *

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Chairperson
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number *

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

Date *

28/04/2020
Must be a date