

PROJECT INTERIM REPORT

Community Transformation Partnership (CTP) Project Application

Project Name	
Implementing Church / Organisation	
Project Leader	
Report Author	Name:
	Phone:
	Email:
Project Duration	Start Date:
	End Date:
Project Aim (SMART - as per your application)	
Number of participants impacted	Number of females:
	Number of males:
Suburbs benefiting from this project (list separately)	
Total Budget	
Date report submitted	
How effective has the project been in acl	nieving its aim? If not, why?
2. How has your project met the identified	needs in the community?



3.	Please detail the activities why?	that have be	en completed to	o date. Do	o these activities diff	er to your application	? If so
4.	How many volunteer hou	rs have been	utilised towards	this proj	ect?		
	Project Position	Hrs	Occurrer		Length	TOTAL HOURS	
			i.e. wkly/mo etc	onthly	(of Project)	(Hrs x Length)	
	i.e. Project Leader	4	Weekly		8 Weeks	32	
	i.e. Facilitator	5	Monthl		12 Months	60	
	i.e. Volunteer 1	3	Weekly	/	12 Weeks	36	
					TOTAL		
					VOLUNTEER		
					HOURS		
5.	How successful is the proj	ect to date re	garding the out	comes sh	ared in your applicat	ion and in measuring	these?
	efine Outcome			Measur	ement		
1.							
2.							
3.							
4.							
5.							



6.	What learnings have you made to date from the project and what might you do differently next time?
7.	What will be completed in this last period of the project?



8. Financial Acquittal

Please provide a financial acquittal of the funds spent to date. You can use the template below, or attach a separate excel spreadsheet if you'd prefer.

Ref. No.	INCOME			Total	Explanation
140.	Church			Ś	
	Conference			\$ \$ \$ \$	
	ADRA			\$	
	Other			\$	
			TOTAL	\$	
	EXPENSES	\$ per Item	Qty	Total	Explanation
				\$	
				\$	
				\$ \$ \$ \$ \$ \$ \$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	
				\$	
				\$	
			TOTAL	\$	

9. Two project impact stories and photos

It is important to be able to share in particular with our funders/donors how initiatives are making a real difference in our community. Please include a $30 \sec - 1$ min testimony from a participant as to how this initiative has impacted their life and why it's important for this type of programme to be available in the community. Please include with your story, a photo of the individual and the project. Please ensure you have their consent before submitting footage and photos to us (use the provided consent form). Please note that ADRA reserves the right to share and publish these stories through their communication channels.



PROJECT PARTICIPANT DE	TAILS		
Name			
Age		Gender	
Family Details		<u>I</u>	
(Married/Single, Kids)			
STORY OF CHANGE			
Describe what your life wa What challenges were you			oject? ative and how did this affect you?
Explain how this initiative I What happened? What did			
How has the project chang How has this initiative chai			
What would life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for Provide at least two examples of the life be like for the life be life be like for the life be life be like for the life be	oles		



PROJECT TEAM REFLECTION
As a project team member what are the biggest changes you've observed in the participants since the
beginning of the project?
segming of the project.
Why is this change, or these changes important?
What difference do you see it making in the long-term?
Why are you passionate about this particular project?



Secondary Source Permission and Release Form Photography, Videography and/or Recording

I have read through ADRAs media policy at www.adra.org.nz/media

I understand and hereby grant permission for Adventist Development and Relief Agency New Zealand (ADRA NZ) to use my photography, videography and/or recording. All permissions and releases granted by me herein shall be effective in perpetuity.

In granting ADRA NZ permission I hereby release and discharge ADRA NZ from any and all liability arising from the use of these images and recordings and my participation in attaining them.

I hereby agree that:				
\square YES, consent was given by s	ubject(s) in the image(s)/recording(s)			
☐ YES, I explained the image(s)/recording(s) could be used by ADRA NZ				
☐ YES, the image(s)/recording	g(s) are my sole property			
PRINT NAME:				
FRIINT INAIVIL.				
SIGNATURE:				
DATE:	COUNTRY:			