



Alumni Grants Scheme Activity Completion Report – Category 1

The Activity Completion Report must be submitted within 30 days of completion of the activity. The Report should be no more than two pages, excluding images.

Report Submission Date:

1. General information

Name of alumni	
Name of organisation supported by the grant	
Project title	
Contact details	
Project start date	
Project end date	
Endorsement by head of organisation (signature & stamp) where applicable	

2. Project Achievements

Describe your achievements against the intended aims and results identified in your proposal. (Maximum 100 words)

How did the grant activity benefit your community and/or organisation and what are some of the visible impacts? (Maximum 100 words)

Describe how your activity took account of Gender Equality, Disability and Social Inclusion. (Maximum 100 words)

What lessons or observations can you share from this grant support? (Maximum 100 words)

Checklist (please tick as applicable)

Have you attached at least three images of grant activities?

Yes

Have you attached your financial acquittal?

Yes

Not applicable

Would you be willing to receive an invitation to share your grant story at an appropriate PNGAAA event?

Yes

No

Alumni Name**Alumni Signature****Date**