

# MINISTRY OF COMMUNITY DEVELOPMENT, CULTURE AND THE ARTS

## Project Completion Report

Kindly attach a Statement of Expenditure, relevant receipts (stamped and signed by supplier), photos, videos or other media as proof of the event.

|                                  |                                    |                                   |
|----------------------------------|------------------------------------|-----------------------------------|
| Name of Individual/Organization: |                                    |                                   |
| Name of Project/Activity:        |                                    |                                   |
| Date/Period of Activity:         |                                    |                                   |
| Venue of Project/Activity:       |                                    |                                   |
| Total Budget (TT\$):             | Amount Received from MCDCA (TT\$): | Actual Project Expenditure(TT\$): |

| ALLOCATION OF MCDCA FUNDING |              |
|-----------------------------|--------------|
| Cost Items:                 | Expenditure: |
|                             |              |
|                             |              |
|                             |              |

| INDICATORS OF PROJECT SUCCESS   |  |                      |
|---|--|----------------------|
| What were the stated indicators of project success in your application for funding? | Indicate the actual performance on these indicators? | Comments/Explanation |
|   |  |                      |
|   |  |                      |
|   |  |                      |
|   |  |                      |

Prepared by: \_\_\_\_\_ (block letters)

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
           day   month   year