BantuFund E-Portal **ACCOUNTABILITY REPORT**



How to use this template

Follow and delete these instructions in red for the document. Fill in all the forms and empty spaces as indicated, convert this file to pdf, print it out, sign where necessary and then re-upload it for vetting so as to provide accountability.

**DELETE** ALL THIS **RED TEXT after** following its guiding instructions.

**Introduction**

Fill in this section with a short description of your drive stating the goals of the drive and campaign milestones…… [ max. 5 lines]

Drive Name:

Category:

Start date: End date:

Funding Received: Balance:

By: Signature: Date:

**Financial Statement**

**Table showing total expenditures**

|  |  |
| --- | --- |
| **ITEM / NEED** | **COST** |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL COST** |  |

**THANK YOU TO FUNDERS**

So as to show appreciation for the donors, type here to give thanks for the received contribution. [ max. 5 lines]

**CONCLUSION**

State how the funding aided and how the different objectives were accomplished. [ max. 5 lines]