**Project Details**

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| Project Code: | KWC |
| **Project Title:** |  |
| **Project type:**  | [ ]  **Project 5.5** | [ ]  **Project Hope** | [ ]  **Project Impact** |
| **Project description:** |  |
| **Project funding awarded:** |  |
| **Date and/or Duration of Project (DD/MM/YYYY)** | **Start Date:** Click or tap to enter a date. | **End Date:** Click or tap to enter a date. |
| **Report compiled by:** |  |
| **Date submitted:** | Click or tap to enter a date. |

## Objectives of Project

*(i) What were the objectives of the project and how were they achieved with the project fund?*

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| **S/N** | **List down the objectives of your project** | **How are they achieved?** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

## Outcomes of Project

*(i) What was the impact of this project on the team and the target audiences?*

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(ii) *Are there any media and publicity coverage for the project?*

* *Media coverage e.g. The Straits Times, Today, Power 98 etc.*
* *Social media e.g. Facebook, Twitter, Instagram etc.*
* *Publicity coverage e.g. Poster, flyers, etc. (Please submit a soft/hardcopy for reference)*

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| **Media Coverage (if any)** |
| **S/N** | **Media Coverage** | **Date of Article** | **Title of Article** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

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| **Social Media Coverage (if any)** |
| **S/N** | **Social Media** | **No. of reach** | **Remarks** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

*(iii) Did the team work with (if any) other external partners/organisations on this project? What roles did these external parties play?*

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## Learning Points

*(i) Please describe what went well throughout the course of your project?*

*(ii) How have your team in general benefited from the project?*

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## Challenges Encountered

*(i) Please describe briefly the difficulties/challenges, if any, faced by the team during the project.*

*(ii) How did the team overcome them and what could have been done differently?*

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## Others

*(i) Any other feedback on the project you wish to inform NKF.*

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## Statement of Account

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| **Instructions to Applicants:** 1. Fill up the Statement of Account (SOA) Excel Sheet.
2. The SOA is to be accompanied with submission of receipts or invoices & proof of payments (e.g. bank statements or receipts).
* Receipts/invoices should be original and photocopied. For computer-printed copies, please have someone from your team/ team’s advisor for primary - secondary school groups (for school project) to sign with their name on each receipt/invoice to certify them to be true copies.
* For Vendors who are unable to issue receipts, email acknowledgement of amount received by Vendors is also acceptable.

 1. The SOA should be duly endorsed by the project leader/ team’s advisor for primary - secondary school groups (for school project).
2. Submit completed SOA, receipts/invoices together with this project closure report.
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## Declaration

I declare that all the above information provided is true and complete to the best of my knowledge.

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| **Name**  | **Role in Project** | **Signature** | **Date** |
|  |  |  | Click or tap to enter a date. |