



## COMMUNITY INVESTMENT PROGRAM 2018 Final Report

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### **FINAL REPORT SUBMISSION DEADLINE: December 17, 2018, 4:30pm**

Recipients of District of Sechelt Community Investment Grants MUST complete a final report, providing information on how the grant was spent. Failure to submit a completed final report may affect future applications.

Submit your final report to Siobhán Smith, Arts, Culture and Communications Coordinator at [ssmith@sechelt.ca](mailto:ssmith@sechelt.ca)

### **SECTION 1 – ORGANIZATION INFORMATION**

Name of Group:

Official Society Name (if different from above):

Organization's mailing address:

Municipality:

Postal Code:

Organization's website:

Primary Contact Name:

Title (with Org.):

Email:

Phone Number:

### **SECTION 2 – PROJECT INFORMATION AND EVALUATION**

Please ensure information provided is specific to the program, service, or event that the grant was applied towards, not the overall operations of the entire organization.

Project Name/Title:

Municipality in which project(s) took place:

Date(s) of Program, Service or Event:

2018 grant amount received: \$

Number of full time staff involved:

Number of part-time staff involved:

Number of volunteers involved:

Number of volunteer hours:

Number of District of Sechelt residents who attended, participated, and/or directly benefitted:

Total number of persons who attended, participated, and/or directly benefitted:

Briefly describe the project, program, service or event. Please note any changes from the original proposal.

What was the most successful outcome? What was the biggest challenge in delivering your program or event?

Please list the names of any community partner organizations and their specific role in the project.

Please describe the impact your project had in the community.

How was the District of Sechelt acknowledged for its support? (Include a copy of any printed material if available)

Describe how your organization has prepared to continue this project, or carry forward the event, in future years.

Were all District of Sechelt grant funds spent in 2018?      YES      NO  
If "no", please explain:

**SECTION 3: SIGNATURE AND DECLARATION**

We hereby certify that the information included in this final report is true and correct to the best of our knowledge, and that we have been authorized by the Board of Directors to make this declaration and to submit this final report on behalf of the above-named organization.

Person completing the application

Board or Staff member with signing authority

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Signature

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Signature

Name

Name

Title (with organization)

Title (with organization)

Date (mm/dd/yyyy)

Date (mm/dd/yyyy)

Email

Email

**SECTION 4: FINANCIAL REPORT**

Please complete this on the separate Excel spreadsheet available online, and submit with this report.

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