



COMMUNITY INVESTMENT PROGRAM  
**2018 Final Report – Standing Grant**

**FINAL REPORT SUBMISSION DEADLINE: Monday, 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 – PROGRAM, SERVICE AND/OR EVENT INFORMATION AND EVALUATION**

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:

A priority for District of Sechelt “standing grants” is that the grant recipient delivers a service, program, and/or event that benefits the community, and complements and extends the reach of District of Sechelt programs and services. Please provide information on the programs, services, and/or events that your organization provided in the District of Sechelt in 2018:

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

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

Please describe the impact your programs, services and/or events 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 offering these programs, services and/or events in future years.

### 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 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 **SECTION 4: FINANCIAL REPORT** on a separate Excel spreadsheet and submit with this report. (Template available at [www.sechelt.ca](http://www.sechelt.ca))

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