



# REGIONAL DISTRICT NORTH OKANAGAN

**FINAL REPORT**  
9848 Aberdeen Road  
Coldstream, BC V1B 2K9

Organization Name: \_\_\_\_\_

Project Year: \_\_\_\_\_

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Registered Non-Profit Society (in good standing) Society No.: \_\_\_\_\_

Yes  No Date of Incorporation: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

1. Briefly describe the completed project noting any changes from the original proposal.



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2. What was the most successful outcome and what was the biggest challenge in executing your project?

3. Please provide numbers (estimated) for the following (where applicable):

# paid staff	# of paid artists/performers	# of other volunteers	# of events/productions
# volunteer staff	# of volunteer artists/performers	<b>Total audience/participants</b>	

4. Please provide suggestions or comments on how to make the program better (application process, reporting, etc):



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5. Please provide a minimum of two photos of your project in progress (if performance/activity based), or completed (if construction/equipment based). Please try to keep resolution around 1MB per photo.



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## Project Grant Financial Report

Project Name: \_\_\_\_\_ Year: \_\_\_\_\_

### REVENUES

Revenues and Contributions	Details	CASH REVENUES		IN-KIND	
		Projected	Actual	Projected	Actual
Grants					
Ticket Sales					
Cash Donations					
Cash Sponsorships					
Volunteer Hours (\$10/hr)					
Total cash revenue (A)					
Total value of volunteer hours/In-Kind (B)					

### EXPENSES

Ineligible Expenses	Details	CASH COSTS		IN-KIND (est. value)	
		Projected	Actual	Projected	Actual
Decorations					
Food and Beverage/Catering					
Marketing					
Other (please specify)					

Eligible Expenses	Details	CASH COSTS		IN-KIND (est. value)	
		Projected	Actual	Projected	Actual
Artist and Performer Fees					
Other external contracted fees					
Design, Production, fabrication and Installation costs					
Volunteer recruitment, training and support					
Permits, Insurance, security					
Other (research/feasibility studies if applicable)					
Total Cash Costs (C)					
Total In-Kind (D)					



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<b>Summary (Cash Only)</b>	<b>Summary (Cash + In-Kind)</b>
Total cash revenue (A): Total cash expense (C): Surplus/Deficit (A-C) =	Total revenue (A+B): Total expense (C+D): Surplus/Deficit ((A+B)-(C+D)) =