Saskatchewan LOTTERIES

Community Grant Program
Sport, Culture & Recreation

PROJECT REPORT FORM

To be completed by the Project Coordinator once the program has taken place (photocopy if more forms are required)

Name of Community Group:

Project #: **Project Name:** **Grant Received: $**

1. Which of the following categories would you consider your project:

☐ SPORT
☐ RECREATION
☐ CULTURE: ☐ cultural celebrations ☐ heritage ☐ literary ☐ music
☐ performing arts ☐ arts & crafts ☐ cultural awareness

2. Project dates(s):

3. Please provide a brief description of the project:

_____
_____
_____
_____
_____

4. Was this program aimed at increasing participation in any under-represented populations within your community?

☐ If yes, then continue to the next question ☐ If no, then proceed to question #7

5. Which of the following under-represented populations were included in your project:

☐ seniors
☐ economically disadvantaged
☐ persons with a disability
☐ single parent families
☐ indigenous people
☐ women
☐ youth at risk
☐ other _____

6. How were the above under-represented populations involved in the planning, operations and evaluation of this project? _____

_____
_____
_____
_____

7. What were the ages of the participants? (Indicate as many as applicable)

☐ 1-10 ☐ 11-20 ☐ 21-30 ☐ 31-40 ☐ 41-50 ☐ 50+

8. How many people participated in your project?

☐ 1-10 ☐ 11-20 ☐ 21-30 ☐ 31-40 ☐ 41-50 ☐ 50+

9. How many volunteers were involved with this project?

☐ 1-10 ☐ 11-20 ☐ 21-30 ☐ 31-40 ☐ 41-50 ☐ 50+

10. Where did the project take place?

11. What would you consider to be the most significant successes of this program? Please note this information may be used in Saskatchewan Lotteries promotional material. If we require further information, whom should we contact?

NAME: _____ PHONE: _____

_____

_____

_____

_____

_____

_____

12. How did you publicly acknowledge Saskatchewan Lotteries as the source of funds for the project?

☐ Posters ☐ Word of Mouth

☐ Banners ☐ Speeches

☐ Community Radio Station ☐ Promotions Items (ie: t-shirts)

Description of Expenditures	Dollar Amount	Receipts Attached√
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
_____	$_____	☐
TOTAL EXPENDITURES:	$_____	☐

Our project grant $_____ and our attached receipts = $_____

Project Coordinator Signature: _____ Date: _____

I hereby agree that the conditions outlined in the Community Program Guidelines have been met and that this report is a correct and true statement.

If you require any assistance while completing this form, please contact your Regional Recreation Association or the Community Grant Office at 780-9344 (Regina area) or 1-888-780-9344 (Toll free).

PLEASE SUBMIT THIS FORM TO YOUR COMMUNITY CONTACT PERSON.