



**Project Reporting Form
Leisure and Recreation Funding Program**

SUMMARY

Name (applicant or designate):

Telephone: _____

Email: _____

Position in Organization: _____

Address:

Project Name:

Project Description:

Sum of Grant received:

Sum of Receipts enclosed: \$ _____

\$ _____

Amount returned: \$ _____

SUSTAINABILITY

A. What plans do you have to continue or expand your project?

B. What difference have you noticed in your program as a result of your project?

COMMUNICATION

A. How did you find out about the Leisure and Recreation Grants Program?

B. Was the LRC clear about what was expected of you during the project?

Use of Funds Yes No

Reporting and Receipts Yes No

Comments: _____

PROCESS

A. Was the grant application easy to complete? Yes No

If "No", let us know how we can make it easier? _____

B. The current deadlines for grants are (Date). Do these dates work for you?

Yes No

If "No", please comment _____

C. Did you receive your grant money in time? Yes No

Comments: _____

SUCSESSES

Please share any stories or experiences from your project.

FINAL COMMENTS

A. Was the final report easy to complete? If not, how can we make it easier?

B. What final comments do you have about your experience with the LRC Grants Program? _____

Please send completed form to:

Thank you very much!