



CAPACITY-BUILDING INITIATIVE
– Saskatchewan Professional Arts
and Festival Organizations
FINAL REPORT

- FINAL REPORTS ARE DUE NO LATER THAN 60 DAYS AFTER THE APPROVED PROJECT END DATE
- DO NOT STAPLE OR CLIP ANY FINAL REPORT MATERIALS OR PLACE ANY ITEMS IN FOLDERS
- SUBMIT THE FINAL REPORT TO:

Saskatchewan Arts Board		
1355 Broad Street	or	417 – 24 th Street East
Regina, SK S4R 7V1		Saskatoon, SK S7K 0K7

PART 1: GRANT RECIPIENT INFORMATION	
Recipient Name:	
Mailing Address: <input type="checkbox"/> <i>Changed since last correspondence</i>	
Contact Name:	
Contact Phone:	Contact E-mail:
PART 2: GRANT INFORMATION	
Grant ID No.:	
Grant Amount Received: \$	
Deadline Grant Awarded: November 15, 2011	
PART 3: REQUIRED FINAL REPORT ATTACHMENTS	
<input type="checkbox"/> Brief description of the project and its impact on the organization in relation to the stated objectives of the CBIG program. Include an explanation of any changes to the completed project from that proposed in the original application, if applicable.	
<input type="checkbox"/> Financial statement – list the project’s actual revenue and expenditures, and attach photocopies of receipts for any <i>major</i> expenditures (\$100 or more).	
<input type="checkbox"/> Pertinent support material such as copies of business or marketing plans or any other documentation produced as a result of the project.	
<input type="checkbox"/> Explanation of how the grant support from the SAB was acknowledged, if applicable.	
PART 4: DECLARATION	
I certify that the information contained in this report is accurate and complete, and that the grant has been fully spent for the purposes outlined in the Saskatchewan Arts Board’s grant notification letter.	
_____ Signature	_____ Date
<i>For Office Use Only:</i> <input type="checkbox"/> FINAL REPORT APPROVED	
_____ Program Consultant	_____ Date