



SASKFESTIVALS PROGRAM

YEAR-END REPORT

for Organizations receiving Multi-year and Annual Funding

- YEAR-END REPORTS ARE DUE NO LATER THAN 120 DAYS AFTER THE END OF THE ORGANIZATION'S FISCAL YEAR.
- DO NOT STAPLE OR CLIP ANY YEAR-END REPORT MATERIALS OR PLACE ANY ITEMS IN FOLDERS.
- SUBMIT THE FINAL REPORT TO:

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

*For information or assistance in completing this report, contact:
 Noreen Neu, Program Consultant, at (306) 964-1166 (Saskatoon) or 1-800-667-7526 or nneu@saskartsboard.ca.*

PART 1: ORGANIZATION INFORMATION	
Organization Name: _____	
Mailing Address: _____ <input type="checkbox"/> <i>Changed since last correspondence</i>	
Contact Name: _____	
Contact Phone: _____	Contact E-mail: _____
PART 2: FUNDING INFORMATION	
Grant ID No.: _____	
Funding Received: \$ _____	For Fiscal Year (Day/Month/Year) From: _____ To: _____
PART 3: YEAR-END REPORT REQUIREMENTS	
<p>1. Provide the following information for the completed year electronically through CADAC:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Actual financial information entered in the Financial Form <input type="checkbox"/> Statistical information entered in the Statistical Report <input type="checkbox"/> Financial statements/review scanned and uploaded as required. <p>2. Submit the following to the Saskatchewan Arts Board:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed and signed Year-end Report form <input type="checkbox"/> Copy of the annual or program report <input type="checkbox"/> List of current board members <i>(if applicable)</i> <input type="checkbox"/> Explanation of how the financial support of the Saskatchewan Arts Board, SaskCulture Inc. and the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation was acknowledged <input type="checkbox"/> Printed copies of: <ul style="list-style-type: none"> <input type="checkbox"/> CADAC Financial Form <input type="checkbox"/> CADAC Statistical Report <input type="checkbox"/> Financial statements/review. 	
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 Saskatchewan Arts Board Use Only:</i>	
<input type="checkbox"/> YEAR-END REPORT APPROVED	
Program Consultant _____	Date _____