

# COMMUNITY ENHANCEMENT & RECREATION GRANTS ANNUAL OPERATING YEAR END REPORT

This year-end report will assist the County of Vermilion River (CVR) in ensuring that grant funds are expended in accordance with the approved application and that all funds distributed are accounted for accordingly. CVR requires that this Accounting Report be submitted each year.

1. Please complete all sections of the form.
2. Ensure appropriate expenses are listed clearly in your Financial Statements. It is not necessary to provide copies of invoices/receipts unless further information is deemed necessary by CVR.
3. The most recent Financial Statement and a current Cash Position Statement must accompany the report
4. Report must be submitted by October 30, 2020 (for the previous year). **If reporting is not complete, it may affect future years' funding.**

## Submit Report for the 2019 financial year by October 30, 2020

County of Vermilion River  
Jolene Fraser, Community Development Coordinator  
4912 50 Ave  
Box 69  
Kitscoty, AB T0B 2P0  
[jfraser@county24.com](mailto:jfraser@county24.com)  
fax: 780-846-2716  
phone: 780-846-2244



Note:

**The Annual Operating Year End Report must be received by CVR prior to the next grant funding cycle. Failure to submit a report, or delinquency in submission, may affect future grant application consideration.**

<b>Organization Name:</b>		<b>Facility Name:</b>	
<b>CONTACT PERSON Name:</b>			
Board Position:			
Telephone:			
Email:			
Did you do any public recognition for funds received by CVR? Please describe (any photos would be welcome!)			
<b>GRANT FUNDS RECEIVED (in reporting year)</b>			<b>\$</b>
<b>GRANT EXPENDITURES</b> (please attach financial statements that clearly state the expenses for the grant received)			
<b>INSURANCE</b>			<b>\$</b>
<b>UTILITIES</b>			<b>\$</b>
			<b>\$</b>
			<b>\$</b>
<b>MAINTENANCE</b>			<b>\$</b>
			<b>\$</b>
<b>JANITORIAL</b>			<b>\$</b>
<b>Are there any unexpended grant funds at this time?</b>			
<input type="checkbox"/> Yes (if yes, what is the amount and provide reason funds were not spent)			<input type="checkbox"/> No
<b>The following documents must be attached to the report:</b>			
<input type="checkbox"/> Most recent Financial Statement		<input type="checkbox"/> Current Cash Position Statement	

**DECLARATION STATEMENT**

**I, the undersigned, hereby certify that this report contains a full and accurate account of all matters stated within.**

Name: (please print)	Title:
Signature:	Date:

*The personal information on this form is being collected for the purpose of determining the eligibility of an applicant to receive recreation funding. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the municipal Council and may be published in a Council meeting agenda. Questions regarding the collection of this information can be directed to the FOIP Coordinator at the CVR office.*