

Métis Cultural Development Fund

SaskCulture Inc.

404 - 2125 11th Avenue, Regina, SK S4P 3X3

Phone: (306) 780-9284 Fax: (306) 780-9252

MCDF Project Grant – Follow-up Report Form

Identification

Name of Organization		Grant #
Mailing Address		Postal Code
Phone#	Fax#	Email Address
Contact Person		
Title		Project Date(s): MM/DD/YY
Total Grant Award (100%)	Amount received (75%)	Amount requested on follow-up (25%)

Attachments

Project Evaluation:

- Provide a brief report on the project addressing the following:
- Describe what activities took place;
- The types and number of partnerships created;
- The benefits the Métis community gained from the project;
- Project potential for ongoing impact in the Métis community
- Number of individuals represented by organization
- Estimated number of Youth (ages 19 and under), Adult (20-54) and Senior (55+) represented by organization
- Number of individuals participating in the funded project
- Estimated number of Youth (ages 19 and under), Adult (20-54) and Senior (55+) participating in funded project
- Number of project volunteers
- Estimated number of volunteer hours (# of volunteers X # of hours worked)
- How the activity met the vision and goals of the MCDF.

Maximum two pages.

Please provide three (3) examples from project participants describing the success of the project in meeting the goals and objectives of the program and the potential for ongoing impacts of the program within the Métis community.

Financial Report

Provide a cost report showing:

- Actual project expenditures
- All actual revenues, including grants and self-generated revenue related to the project.
- Copies of all receipts must be included. All receipts must be dated within the granting period. A *Follow-up Budget Form* is enclosed.

Promotions Profile

Include a description and/or evidence of how:

- The MCDF Program was publicly acknowledged as a partnership of the Gabriel Dumont Institute, SaskCulture Inc. and Saskatchewan Lotteries
- How Saskatchewan Lotteries was publicly acknowledged as a source of funds for your project.

Certification

We, the undersigned, maintain that all the conditions outlined in the guidelines for this program have been met and that this follow-up form is a correct and true statement.

Signature of Organization President or Individual Applicant	Signature of Treasurer or Financial Reporter
Name of President or Individual Applicant (Print)	Name of Treasurer or Financial Reporter (Print)
Phone _____ Date _____	Phone _____ Date _____

Project Budget

Revenue	Amount Proposed (Due with grant application)	Actual Amount (Due with follow-up report)
SaskCulture Grant Request (see guidelines)		
Other confirmed grants (list)		
Other pending grants (list)		
Fundraising/Cash Donations		
Project Revenue		
In-Kind Contributions		
Other		
Total Revenue		
Expenses	Amount Proposed	Actual Amount (Follow-up)
Wages, Honorariums		
Project Expenses		
Facilities/Studio/Office costs		
Travel Costs		
Advertising and Promotion		
Other		
Total Expenses		

This is a sample of possible budget items. Please include an itemized list of expenses and revenue in your budget. Attach another sheet if needed. Keep this page for use in your follow-up report.