

**Community Better ParticipACTION
\$500 and \$1000 Physical Activity Grant Report Form**

Successful applicants are required to expend grant funds and complete necessary reporting within 30 days after the date of your project. All reporting is to be completed by **January 15, 2024**.

Project Name:

Primary Contact Information:

Full Name:

Address:

Email Address:

Phone Number:

Please tell us how your project &/or event went (500 words maximum):

Please tell us the number of people who helped organized this project			
Please tell us the number of people who attended this project			
Did you have permission from participants to take photos of your project?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please provide up to five (5) pictures from your project &/or event	<table border="1"><tr><td>Pictures Attached</td><td><input type="checkbox"/> Yes <input type="checkbox"/> No</td></tr></table>	Pictures Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No
Pictures Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Please complete the project expenses table below detailing the total cost of your project. Please provide proof of expenditures that will satisfy audit requirements (invoices, bank statements).

Project Budget

Item/Activity Example: project supplies, rental space, equipment, expenses	Total Cost of Item/Activity

Total Project Cost: _____

AUTHORIZATION

By signing below, I agree that the City of Red Deer can use this information to describe projects they have supported as part of the Community Better Challenge Awarded funds. I confirm that all the information submitted within this report is true, complete, and accurate to the best of my knowledge.

Full Name _____

Date: _____

Signature: _____