

Community Fund of North Kootenay Lake Society

Project Report

Name of Organization _____

Name of person filing report _____

Contact Information: Phone _____ e-mail _____

Project title (taken from application form)

Project Summary: _____ Year of Project _____

How the money was spent:

| Item | Description | Total |
|--|-------------|-------|
| Amount of Grant: | | |
| Salaries/benefits | | |
| Professional fees honoraria | | |
| Rent/utilities | | |
| Telephone/ communications | | |
| Office/postage/ equipment/materials | | |
| Printing/photo- copying | | |
| Travel | | |
| Promotion/ Publicity | | |
| Production costs | | |
| Evaluation | | |
| Other (specify) | | |
| Total Expenditures | | |

***Please Note:** Physical receipts do not need to be included with your Project Report but must be available upon request.

We invite your comments regarding the granting process, including this report form.

Please forward this report to:

**Community Fund of North Kootenay Lake Society
P.O. Box 661
Kaslo BC, V0G 1B0**