VOLUNTEER RECOGNITION PROGRAM FOLLOW-UP FORM

PROJECT NAME: _____

DATE(S):_____ **LOCATION:** _____

CONTACT INFORMATION:

Contact Person: _____

Name of Organization: _____

Mailing Address: _____**Postal Code:** _____

Home Phone: _____ **Work Phone:** _____ **Fax:** _____

Email: _____

Please provide a brief report on how the grant funds were spent and the benefits that resulted from the project.

_____

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ACTUAL BUDGET:

EXPENSES:		**REVENUES:**	
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
TOTAL:	$	**TOTAL:**	$

SURPLUS (DEFICIT): **$_____**

I, _____certify this to be an accurate account of the above project.

Contact signature

Attach to this follow-up report:

- *Copies of actual receipts*
- *Copies of promotional items (ex: brochures, newspaper ads or write ups, posters, programs, photos, etc.)*

Completed follow-up with the above supporting materials will be received within 30 days of project completion at the address below:

Prairie Central District for Sport Culture and Recreation
Volunteer Recognition Program
Box 370, Southey, SK S0G 4P0
bev.pcdscr@sasktel.net