

**NEW INITIATIVE GRANT  
2023 FOLLOW-UP REPORT****Social Development Stream**

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**DUE DATE:** This Follow-up Report must be submitted within 90 days of the completion of the initiative.

**CONTACT:** If you require assistance, contact us at [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca).

**SUBMIT:** An electronic copy of the follow-up report and required attachments to [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca) OR mail or deliver to the following address:

City of Regina - Community Investments  
Parks, Recreation & Cultural Services  
6<sup>th</sup> Floor, City Hall, PO Box 1790, Regina SK S4P 3C8

**PAYMENT:** The final 20 per cent of the approved funding amount is released after the Follow-Up Report has been reviewed and approved by the City.

**IMPACT:** The City implements an outcomes-based program that is aligned with corporate priorities and built on the principles of accountability and transparency. The information and performance measurements provided in this follow-up report are shared with the public and reported to City Council to illustrate the impacts/benefits to the community.

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- Organization's**
1. **Legal Name:** \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_
  2. **Contact Person:** \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Telephone No: \_\_\_\_\_  
E-mail: \_\_\_\_\_
  3. **Name of Initiative:** \_\_\_\_\_
  4. **Initiative Date(s):** \_\_\_\_\_
  5. **Initiative Location(s):** \_\_\_\_\_
  6. **Amount of Funding Approved** \$ \_\_\_\_\_
  7.  Attach a complete financial statement with the breakdown of actual revenues and expenditures specific to the initiative.
  8.  Attach a copy of the printed promotional material that recognizes the City's contribution to the initiative. (i.e. website pages, brochures, flyers, posters, etc).

## **Performance Indicators**

Please provide specific detailed information on the following performance indicators related to the programs/services that your organization had received funding for through the New Initiative grant. These indicators measure your program and services against the City's Social Development priorities.

Note: All indicators require completion. If the indicator has not been measured or is not applicable, indicate N/A. If the measurement is zero, indicate a '0'.

9. Describe the impact the initiative had on your organization and/or the community. Reference indicators from the tables below, where necessary.

10. Please provide a personal impact statement from participant(s) from the previous year related to their experience with the initiative. Please link the impact statement to at least one social development priority.

<b>General</b>	
Total # of community development workers	
Total amount of funding received from other organizations (grants, sponsorships, and donations)	
Total # of volunteers	
Total # of volunteer hours	
Total attendance (# of people that participated in the initiative)	
Total # of programming hours delivered	

<b>Priority: Support communities to create collaborative strategies to address hunger and food security as well as access to housing.</b>	
Total # of clients obtaining safe and stable housing	
Total # of vulnerable women, children and youth provided with direct shelter (24-48-hour emergency respite housing)	

**Support organizations that represent equity-deserving groups to build a welcoming and socially inclusive community.**

Groups of people who experience systemic barriers to participating in society based on characteristics such as age, disability, economic status, ethnicity, gender, gender expression, nationality, race, religion, sex, and/or sexual orientation. Barriers may be attitudinal, environmental, financial, and/or social. An example of meeting this priority would be the inclusion of equity-deserving perspectives in the decision-making structures of an organization, which then filters down to the creation or delivery of an activity.

Total # of healthcare and wellness programs	
Total # of First Nation, Métis, Inuit people engaged in planning and delivery of programs, services or events	
Total # of people from ethnocultural minorities engaged in planning and delivery of programs, services or events	
Total # of 2SLGBTQIAP+ people engaged in planning and delivery of programs, services or events	
Total # of people with disabilities engaged in planning and delivery of programs, services or events	
Total # of older adults engaged in planning and delivery of programs, services or events	
Total # of youth engaged in planning and delivery of programs, services or events	

**Priority: Support efforts by organizations that deliver programs, services and space that align with the Truth & Reconciliation Calls to Action (TRC).**

The efforts by organizations that are used to deliver programs, services and space can be referred to as directly or indirectly delivered initiatives that respond to the Truth & Reconciliation Calls to Action (TRC), as well as organizational services that are developed based on the Truth & Reconciliation Calls to Action (TRC).

Total # of programs directly or indirectly delivered that respond to the Truth & Reconciliation Calls to Action (TRC)	
Total # of organizational services that align with the Truth & Reconciliation Calls to Action (TRC).	

11. **NON-CAPITAL Initiatives**

This section is to be completed by recipients who received funding for non-capital initiatives (programs, projects, events and/or organizational development).

Please list the **total expenditures** that were used for the initiative. Receipts for these expenses are not required at this time; however, please retain those receipts as the City may request copies in some instances after the Follow-Up Report has been reviewed.

	Detailed Description of Grant Expenditures	Amount
1	Community Development Worker(s) Salary/Wages	\$
2	Materials and Supplies	\$
3	Marketing/ Promotion	\$
4	Venue/Location/Mortgage/Lease	\$
5	Insurance	\$
6	Other: Please Explain	\$
7		\$
8		\$
9		\$
10		\$
<b>TOTAL EXPENDITURES FROM GRANT FUNDING</b>		<b>\$</b>

## Appendix A – Capital Initiatives Report

This section is to be completed by recipients who received funding for capital initiatives.

Please report on all actual revenues and expenses for the capital initiative. <b>Copies of receipts for all expenses are required.</b>			
	In-kind/ non-cash *(A)	Cash (B)	Total Budget (A + B)
<b>REVENUES:</b>			
Cash contribution from your organization		\$	\$
Cash contribution from other organizations:			
1.		\$	\$
2.		\$	\$
Donations (materials, supplies, services). Attached letters to confirm the value of each donation.			
1.	\$		
2.	\$		
Volunteer Labour (# hours x per hour minimum wage). Attach a detailed list of the tasks, # of volunteers, and # of hours to complete each task performed by volunteers.	\$		
Other revenue (specify):			
1.		\$	\$
2.		\$	\$
<i>SUBTOTAL of all eligible contributions</i>	\$	\$	\$
City of Regina grant funding – cannot exceed SUBTOTAL (line above).		\$	\$
<b>TOTAL REVENUE</b>	\$	\$	\$
<b>EXPENDITURES:</b>			
Professional Fees:			
1.	\$	\$	\$
2.	\$	\$	\$
Materials, supplies, equipment, installation:			
1.	\$	\$	\$
2.	\$	\$	\$
3.	\$	\$	\$
4.	\$	\$	\$
5.	\$	\$	\$
Other (specify):			
1.	\$	\$	\$
2.	\$	\$	\$
<b>TOTAL EXPENDITURES</b>	\$	\$	\$
<b>NET PROFIT (LOSS)</b>			\$

\*In-kind revenues must equal in-kind expenses.

**Attach a copy of receipts for all expenses, listed above.**

The initiative is not considered complete until a final inspection has occurred.

Date of final inspection: \_\_\_\_\_

**Attach a copy of the inspection report and required permits.**

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**Freedom of Information and Protection of Privacy**

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this follow-up report will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This follow-up report may be distributed to the adjudicators of the Community Investment Grants Program.

**Representations**

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

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Board Member Name (print)	Signature	Position	Date
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Board Member or Executive Director Name (print)	Signature	Position	Date
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***For office use only:***

City of Regina – Stream Owner

Comments:

Report Approved. Release final payment: Yes  No

Stream Owner Signature:

Return Follow-Up Report to the Coordinator, Community Investments

## Glossary of Common Terms

**Accessible:** A general term used to describe the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Accessibility can be viewed as outreach activities, the "ability to access" and benefit from the activity, service or physical space. Improving accessibility involves removing economic, physical, cultural and transportation barriers to participation in programs, projects and facilities.

**Affordable:** A measure of whether residents have access to sufficient resources to participate fully in society, and whether programs, services and activities are priced to allow residents from all income levels the opportunity to participate.

**Capital projects:** Projects that encompass capital development projects, including new construction, renovation, and/or expansion of a facility. Also includes capital equipment required for a program (bleachers, portable stage, etc.).

**Community Associations:** Volunteer non-profit organizations that plan and provide sport and recreation, arts and culture, and social programs for residents in a particular geographic area (neighborhood).

**Core/Primary:** Are functions of an organization that are critical and most closely related to achieving the organizations mandate.

**Culture:** The whole complex of distinctive spiritual, material, intellectual and emotional features that characterize a society or social group. It includes creative expression (e.g. oral history, language, literature, performing arts, fine arts and crafts), community practices (e.g. traditional healing methods, traditional natural resource management, celebrations and patterns of social interaction that contribute to group and individual welfare and identity), and material or built forms such as sites, buildings, historic city centres, landscapes, art, and objects.

### **Equity-Deserving Group(s)**

Groups of people who experience systemic barriers to participating in society based on characteristics such as age, disability, economic status, ethnicity, gender, gender expression, nationality, race, religion, sex, and/or sexual orientation. Barriers may be attitudinal, environmental, financial, and/or social.

**Event:** An event is a gathering of people designed to celebrate, honour, discuss, educate, observe, encourage, or influence human endeavours. An event is something that happens: an occurrence, an activity accentuating and celebrating community spirit, especially one that is of some importance.

**Financial Need:** The organization demonstrates that City funding for core operations and programming is integral to their vitality, sustainability and continued work in the community.

**Inclusive:** A description of the community where all people have access to quality community necessities and amenities, where all people, regardless of any difference, have the same opportunities to take part in all aspects of community life, and where all people have a sense of belonging and respect in the community.

**Leverage:** The use of a small investment from one source to contribute to greater gains in another source (e.g. funding, volunteers transferred between programs and funded groups).

**Child (2-12), Youth (13-18), Young Adult (19-24), Senior (65+)** as indicated in admission fees.

**Organizational Development:** The funding that supports capacity-building and planning activities to improve the long-term sustainability of community-based organizations (e.g. staff or Board training, strategic planning).



**Partnership:** Partnerships are strategic alliances that include not-for-profit and community organizations and/or educational institutions in which resources, material, and/or labour, are shared to realize organizational goals. Partners may include peer organizations that have access to different markets or may be interested in merging programs to increase or widen audience reach and to share expenses. Agreements between organizations and sponsors are not considered partnerships (but part of a wider fund development practice).

**Projects/Programs:** The specific, time-bound activities and services delivered to the citizens and organizations in Regina.

**Programming:** The collection of projects/programs, delivered through events, festivals and other modes of exhibition and distribution.

**Public Space:** Public Space refers to the components of built or natural environments where the public access for individual or collective activities is a priority.

**Recreation:** Recreation includes all those activities in which an individual chooses to participate in his/her leisure time, and is not confined solely to sports or physical recreation programs, but includes artistic, creative, cultural, social and intellectual activities.

**Social Development:** Social development is the practice of supporting individuals, families, neighborhoods and communities in disadvantaged positions to receive a share of the community's assets, resources and opportunities in order to improve quality of life.

**Sport:** Is a regulated form of physical activity organized as a contest between two or more participants for the purpose of determining a winner by fair and ethical means. Such contest may be in the form of a game, match, race, or other form of competitive event.

**Traditional Approach/Practice:** The handing down of statements, beliefs, legends, customs, information, etc., from generation to generation, especially by word of mouth or by practice/custom.

**Target Audience:** A particular group of people, identified as the intended recipient of a program or service.

**Zone Board:** The volunteer non-profit organizations consisting of representative Community Association members that plan and provide sport and recreation, arts and culture, and social programs that include all residents at a zone wide level (beyond community association boundaries).