



COMMUNITY INVESTMENT GRANTS PROGRAM

WINTER INITIATIVES GRANT FOLLOW-UP REPORT (\$5,000 maximum)

DUE DATE: This Follow-Up Report must be submitted within 30 days after the completion of the initiative. Applicants who neglect to submit a Follow-up Report will be deemed ineligible for funding from any CIGP until such time as a Follow-up Report is submitted.

CONTACT: If you require assistance, contact us at communityinvestments@regina.ca.

SUBMIT: An electronic copy of the Follow-Up Report and required attachments to communityinvestments@regina.ca OR mail, or hand deliver to the following address:

City of Regina – Attention: Community Investments
City Hall, 2476 Victoria Ave
PO Box 1790
Regina, SK S4P 3C8

1. Applicant/or Groups Name: \_\_\_\_\_
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_
2. Contact Person: \_\_\_\_\_
Telephone No: \_\_\_\_\_
E-mail: \_\_\_\_\_
3. Name of Initiative \_\_\_\_\_
4. Grant Amount Awarded: \$ \_\_\_\_\_
5. Funding Year \_\_\_\_\_
6. Program End Date \_\_\_\_\_

Attachments (number all attachments to correspond with this list):

- #1 – Attach a complete financial statement with the breakdown of actual revenues and expenditures, specific to the initiative. Financial Verification – copies of the receipts related to the City of Regina grant funding are not required at this time; however, please retain those receipts as the City may request copies in some instances during the review of the Follow-Up Report.
#2 – Attach a few statements from participants about their personal experience or how they were impacted by the initiative (optional).

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7. What would you consider to be the most significant successes of this initiative? Please address any outcomes from your original application (impacts, benefits and/or results) that were achieved through the initiative.

8. In an effort to improve, evaluate and report to City Council on how the Winter Initiatives Grant contributes to the [Winter City Strategy](#), please indicate which of the Winter City goals your initiative contributed to, and how?

<b>Goal</b>	<b>Yes/No</b>	<i>Please explain how your initiative contributed to this goal.</i>
<b>Goal 1:</b> <i>Create and tell a positive “Winter-in-Regina” story.</i>		
<b>Goal 2:</b> <i>Promote winter events and amenities within Regina and surrounding area.</i>		
<b>Goal 3:</b> <i>Make it easier to move around the city.</i>		
<b>Goal 4:</b> <i>Enhance winter events, activities, amenities.</i>		
<b>Goal 5:</b> <i>Celebrate Regina’s culture, heritage and traditions.</i>		
<b>Goal 6:</b> <i>Make winter inclusive for everyone.</i>		
<b>Goal 7:</b> <i>Incorporate urban design for winter fun, activity, beauty and interest.</i>		
<b>Goal 8:</b> <i>Warm up winter through strategic lighting, wind breaks and options for warming-up.</i>		

9. **In an effort to improve, evaluate and report to Council on how the Winter Initiatives Grant contributes to the community, the City of Regina has developed a set of performance indicators to capture the successes of funded activities. Response to the indicators are not mandatory, but if applicable, please provide the information below relevant to your initiative:**

Total # of volunteers involved in the planning and execution of the initiative	
Total # of volunteer hours	
Total participation (# of people that participated in or engaged with the initiative).	
Total # of program hours delivered (if applicable)	
Total # of programs and/or programming hours specifically targeted to at-risk populations	
Total # of park, natural space and/or outdoor facilities used in initiative	
Total # of performers/artists that were engaged in the initiative	

**I, as the fundee authorize the City of Regina to contact me at any point during the City of Regina’s review process of the follow-up report, if they require any additional information or have subsequent questions regarding the funded activity.**

**Yes**    **No**  
**(please check the box that applies)**

If the contact differs from the one submitting the follow-up report, please provide their information below:

**Name:**

**Phone Number:**

**E-mail:**

# APPLICATION AGREEMENT

## 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 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, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named applicant's full knowledge and consent.

**Two signatures are required:**

Name* (print)	Signature	Position	Date
Board Member or Name* (print)	Signature	Position	Date

\*In the case of a not for profit organization, one signatory must be a Board Member.

**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