



FARM SAFETY GRANT REPORTING TEMPLATE

NAME OF PROJECT:

NAME OF AGRICULTURAL SOCIETY:

MAILING ADDRESS

CITY

, ALBERTA

P.C.

PRIMARY CONTACT FOR PROJECT:

LIST ACTIVITIES: (Eg: events/workshops/trade fairs, materials developed, media campaigns, speakers/presentations, etc.)

PLEASE LIST OTHER PARTNERS INVOLVED IN THE PROJECT:

NUMBER OF ATTENDEES/PARTICIPANTS:

APPROXIMATE NUMBER OF VOLUNTEERS

& VOLUNTEER HOURS CONTRIBUTED:

APPROXIMATE VALUE OF DONATED SERVICES AND TIME:

WHAT WAS THE PRIMARY TARGET AUDIENCE FOR THE PROJECT (PLEASE PICK THE TOP ONE OR TWO ONLY):

FARM CHILDREN

FARM FAMILIES

FARM OWNERS/MANAGERS

FARM WORKERS/EMPLOYEES

OTHER: _____

TOP FARM SAFETY INJURIES ADDRESSED BY THE PROJECT (SELECT ONLY THOSE THAT APPLY)

MACHINERY RELATED (EG. ROLLOVERS, RUN OVERS, PINNING)

OFF-ROAD VEHICLES

ANIMAL RELATED

DROWING

GRAIN/SOIL ASPHYXIATION

CHEMICAL RELATED

FALL FROM HEIGHT

STRUCK BY FALLING/PROPELLING OBJECT

OVERHEAD POWERLINES (WHERE'S THE LINE)

OTHER: _____

BRIEF STORIES OR ANECDOTES THAT WOULD INDICATE THAT THE PROJECT HAS HAD AN IMPACT ON SAFETY ON THE FARM (3 MAXIMUM):

FINANCIAL REPORT SUMMARY TEMPLATE:

GST is ineligible to claim. Please attach copies of all invoices listed as expenses as supporting documentation for this grant. If not using the below template, please ensure you attach a financial report for the project that includes all revenue and expenses related to the project.

Revenue:

Office Use Only

Admission/Gates/Registration Fees		
Cash Donations/Sponsorships		
Fundraising (50/50, raffles, silent auctions)		
Total Revenue		

Expenses:

Office Use Only

Advertising/Promotion		
Office Supplies		
Wages		
Facility Rental		
Additional Insurance		
Volunteer Expenses		
Food & Beverage Expense		
Equipment Rental		
Trainers and/or Speaker Fees		
Take home resources or equipment (ie: ATV safety helmets)		
Door prizes, promotional items		
GST		
Total Expenses		

Two officers of your organization must sign this:

We declare that the information we send in this report, plus the attached lists and financial reports are complete and accurate.

We have signing authority for this organization.

Signature:	Print Name
Title:	Date:
Signature:	Print Name
Title:	Date:

Accounting records of all project costs and copies of all invoices and payments must be maintained for a period of seven years after the project has been completed.

Please ensure all supporting documentation has been included when submitting this report (eg: copies of all invoices listed as expenses for the project)

Return completed reporting package to:

Alberta Association of Agricultural Societies
Suite 108, 7000 – 113th Street
Edmonton, AB T6H 5T6

Email: info@albertaagsocieties.ca
Fax: 780-422-1613

Attention: Nathan Anderson