



**YRAC GRANT  
YUKON SPECIAL RECREATION GROUPS  
ACCOUNTABILITY REPORTING FORM**

Organization:		
Fiscal year:	Month/day:	Month/day:
Reporting on: (check all that apply)	<input type="checkbox"/> Administration/organization development	
	<input type="checkbox"/> Participant development	
	<input type="checkbox"/> Leadership development	
	<input type="checkbox"/> Special project/community development	
	<input type="checkbox"/> Facility operations and maintenance	

**INSTRUCTIONS**

Please submit the completed final report and supporting documents to:

- Physical address: Yukon Sport and Recreation Administration Building  
4061 - 4th Avenue, Whitehorse
- By mail: Government of Yukon  
Sport and Recreation Branch, C-10  
Box 2703  
Whitehorse YT Y1A 2C6
- By fax: We will not be accepting faxed documents due to poor quality
- By email: Scanned (signed) documents are acceptable by email
- For more information: Government of Yukon  
Sport and Recreation Branch  
Telephone: (867) 667-5254  
or  
Toll Free 1-800-661-0408 ext. 5254

**YRAC FUNDING PROVIDED BY**  
Government of Yukon, Community Services, Sport and Recreation Branch and Lotteries Yukon

**DEADLINE: BY APRIL 16, 2018**

## YRAC GRANT SPECIAL RECREATION GROUPS ACCOUNTABILITY REPORTING FORM

ADMINISTRATION / ORGANIZATION DEVELOPMENT		
Organization:		
Date submitted:		
<b>GRANTED</b>		
Administration / organization development	\$	
PROJECT SUMMARY		
Is the project complete?	Reason not completed	Expenses
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Total expenses for all projects in this funding category		
SUPPORTING DOCUMENTS CHECKLIST (attachments)		
Documents required	Attached	
Written report	<input type="checkbox"/>	
Financial report	<input type="checkbox"/>	

**WRITTEN REPORT SHOULD INCLUDE/ANSWER:**

1. What administration/organization initiatives in the area has your organization undertaken?

**FINANCIAL REPORT SHOULD INCLUDE:**

1. All revenue and expenditures related to the project category.

AUTHORIZED REPRESENTATIVE	
I certify that the financial information described in this form and attached documents is accurate and has been applied as set out in the approved funding application. I also understand that further documentation may be requested from Government of Yukon at any given time in respect the YRAC Grant.	
Yukon Special Recreation Group Signature:	Name:
	Position:
	Date:
GOVERNMENT OF YUKON/SPORT AND RECREATION OFFICE USE	
Signature:	Date:

## YRAC GRANT SPECIAL RECREATION GROUPS ACCOUNTABILITY REPORTING FORM

PARTICIPANT DEVELOPMENT		
Organization:		
Date submitted:		
<b>GRANTED</b>		
Participant development	\$	
<b>PROJECT SUMMARY</b>		
Is the project complete?	Reason not completed	Expenses
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Total expenses for all projects in this funding category		
<b>SUPPORTING DOCUMENTS CHECKLIST (attachments)</b>		
Documents required	Attached	
Written report	<input type="checkbox"/>	
Financial report	<input type="checkbox"/>	

**WRITTEN REPORT SHOULD INCLUDE/ANSWER:**

1. What type of participant development did your organization undertake?

**FINANCIAL REPORT SHOULD INCLUDE:**

1. All revenue and expenditures related to the project category.

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Yukon Special Recreation Group Signature:	Name:
	Position:
	Date:
GOVERNMENT OF YUKON/SPORT AND RECREATION OFFICE USE	
Signature:	Date:

## YRAC GRANT SPECIAL RECREATION GROUPS ACCOUNTABILITY REPORTING FORM

LEADERSHIP DEVELOPMENT		
Organization:		
Date submitted:		
<b>GRANTED</b>		
Leadership development	\$	
PROJECT SUMMARY		
Is the project complete?	Reason not completed	Expenses
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Total expenses for all projects in this funding category		
SUPPORTING DOCUMENTS CHECKLIST (attachments)		
Documents required	Attached	
Written report	<input type="checkbox"/>	
Financial report	<input type="checkbox"/>	

**WRITTEN REPORT SHOULD INCLUDE/ANSWER:**

1. What leadership development did your organization undertake?

**FINANCIAL REPORT SHOULD INCLUDE:**

1. All revenue and expenditures related to the project category.

AUTHORIZED REPRESENTATIVE	
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Yukon Special Recreation Group Signature:	Name:
	Position:
	Date:
GOVERNMENT OF YUKON/SPORT AND RECREATION OFFICE USE	
Signature:	Date:

## YRAC GRANT SPECIAL RECREATION GROUPS ACCOUNTABILITY REPORTING FORM

SPECIAL PROJECT/COMMUNITY DEVELOPMENT		
Organization:		
Date submitted:		
<b>GRANTED</b>		
Special project/community development	\$	
PROJECT SUMMARY		
Is the project complete?	Reason not completed	Expenses
<input type="checkbox"/> Yes <input type="checkbox"/> No		
TOTAL EXPENSES FOR ALL PROJECTS IN THIS FUNDING CATEGORY		
SUPPORTING DOCUMENTS CHECKLIST (attachments)		
Documents required	Attached	
Written report	<input type="checkbox"/>	
Financial report	<input type="checkbox"/>	

**WRITTEN REPORT SHOULD INCLUDE/ANSWER:**

1. Describe your project and include the outcomes/benefits of your project as well as listing any partners in the project.

**FINANCIAL REPORT SHOULD INCLUDE:**

1. All revenue and expenditures related to the project category.

AUTHORIZED REPRESENTATIVE	
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Yukon Special Recreation Group Signature:	Name:
	Position:
	Date:
GOVERNMENT OF YUKON/SPORT AND RECREATION OFFICE USE	
Signature:	Date:

## YRAC GRANT SPECIAL RECREATION GROUPS ACCOUNTABILITY REPORTING FORM

FACILITY OPERATIONS AND MAINTENANCE		
Organization:		
Date submitted:		
<b>GRANTED</b>		
Facility operations and maintenance	\$	
PROJECT SUMMARY		
Is the project complete?	Reason not completed	Expenses
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Total expenses for all projects in this funding category		
SUPPORTING DOCUMENTS CHECKLIST (attachments)		
Documents required	Attached	
Written report	<input type="checkbox"/>	
Project financial report	<input type="checkbox"/>	

**WRITTEN REPORT SHOULD INCLUDE/ANSWER:**

1. Describe the direct responsibilities the YSRG has for facility operations and or maintenance costs.

**PROJECT FINANCIAL REPORT SHOULD INCLUDE:**

1. All revenue and expenditures related to the project category.

AUTHORIZED REPRESENTATIVE	
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Yukon Special Recreation Group Signature:	Name:
	Position:
	Date:
GOVERNMENT OF YUKON/SPORT AND RECREATION OFFICE USE	
Signature:	Date: