



## SPORT HOSTING GRANT FOLLOW-UP REPORT

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### APPLICANT INFORMATION

Organization Name:	
Mailing Address:	
Contact Person:	
Phone Number:	
Email Address:	

Funding Amount Received:	\$
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### EVENT INFORMATION

Date of Event:	
Location of Event:	

What was the purpose of your event?

Describe the successes of the event:

Number of volunteers and/or staff:

Event attendance - number of participants/teams/spectators:

Evaluation of community impact: (please include number of Burnaby residents impacted)

## BUDGET INFORMATION

EXPENSES:	Amount:
TOTAL EXPENSES:	\$

REVENUE:	Is this revenue confirmed?	Amount:
TOTAL REVENUE:		
NET INCOME (LOSS):		

**Notes for all sport hosting grant recipients:**

1. A follow-up report must be submitted to the Parks, Recreation and Culture office within 60 days upon completion of the event.
2. The *Sports Hosting Grant Follow-up Report* must be submitted using the template prescribed by the City of Burnaby
3. Please include a copy of all print material acknowledging the financial support of the City of Burnaby (including but not limited to newspaper articles, ads, press releases, programs, etc.)

**Follow-up Reports may be emailed to: [parksrecandculture@burnaby.ca](mailto:parksrecandculture@burnaby.ca) with the subject: Sport Hosting Grant – *Event Name***