**For more information or to report a problem with this form, please contact us at pollinationguelph@gmail.com or check out our website at** [**www.pollinationguelph.ca**](http://www.pollinationguelph.ca)

**Contact Information**

*Information on the organization or individual that received the Community Grant*

|  |  |
| --- | --- |
| **Organization/Individual’s Name**: | Click here to enter text. |
| **Project Name and Site Address**: | Click here to enter text. |
| **Phone Number of Primary Contact**: | Click here to enter text. |
| **Year Grant was Received:** | Click here to enter text. |

**Project Status**

*A description of the project’s status as of December 31, 2023*

1. **Please provide a brief description of what was accomplished in 2023:**

Click here to enter text.

1. **Approximately what percentage of the overall project does this represent?**

Click here to enter text.

1. **How much of the funds provided by PG’s Community Grant Program was spent as of December 31, 2023?**

Click here to enter text.

1. **If the project was not completed in 2023, please give the reason(s) for the delay:**

Click here to enter text.

1. **If the project was not completed in 2023, please give a revised timeline and next steps:**

Click here to enter text.

**Funds**

*Please tell us how PG’s grant funds were utilized on this project*

**Amount of Funding Received from PG:** Click here to enter text.

**Expense Report:**

|  |  |  |
| --- | --- | --- |
| *Itemized List of Expenses* | *PG Funds Utilized* | *Year of Purchase* |
|
| E.g. 3 cubic yards of mulch | $150 | 2021 |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

**Supporting Documents**

**How was PG’s contribution to your project acknowledged?**

*Please check all that apply. If possible, include links to any appropriate web pages and attach to your email all instances where the PG logo was utilized in supporting documents/signage.*

[ ]  **Website**  Click here to enter text.

[ ]  **Social Media**  Click here to enter text.

[ ]  **Signage**  Click here to enter text.

[ ]  **Newsletter** Click here to enter text.

[ ]  **Posters** Click here to enter text.

[ ]  **Reports** Click here to enter text.

[ ]  **Other (please explain)** Click here to enter text.

**Per the grant conditions, please supply PG with a minimum\* of five high quality images (before, during, and/or after project completion).**

*Please include each of these images as a* ***separate attachment*** *to your email.*

*\*We encourage you to send PG* ***all*** *relevant project photos and videos that you have permission to share, beyond the minimum five*

[ ]  **Images are attached**

[ ]  **Images are not attached (please explain)** Click here to enter text.

**Other Comments (optional)**

Click here to enter text.