



## SAMPLE FINAL REPORT FORM

Grant recipients must complete and submit this final report within the timeframe outlined in their grant agreement. Failure to submit a report may affect future grant eligibility.

### 1. General Information

- **Organization Name:** Edson Youth Arts Collective
- **Initiative Name:** Youth Creative Expressions Program
- **Amount Awarded:** \$ 3,500
- **Date Funds Were Received:** July 10, 2025
- **Initiative Date(s):** September 15 – December 10, 2025
- **Contact Person:** Eddie Squirrel
- **Phone Number:** (780) 555-1234
- **Email:** eddie.s@abc.ca

### 2. Initiative Summary

- ***Briefly describe the objectives of your initiative, and how you met the objectives outlined in your application.***

The **Youth Creative Expressions Program** aimed to engage youth (ages 12-18) in creative arts, helping them develop skills in painting, music, and creative writing. The program provided structured workshops led by professional artists, allowing participants to explore their creativity in a supportive environment.

We successfully met our objectives by:

- Running **8 weeks of workshops** with professional instructors.
- Hosting a **final showcase** where youth presented their work to the public.
- Encouraging ongoing artistic involvement, with several participants continuing their creative pursuits after the program.

- ***Describe the impact on the community.***

This initiative provided a **safe and supportive space** for youth to express themselves creatively. It increased public engagement with local arts and fostered stronger connections between young artists and the broader community.

- Who participated?



- Primarily **youth (ages 12-18)**
- Local artists who provided mentorship
- Families and community members who attended the final showcase

(Describe the demographic ie. youth, seniors, etc)

- Approximately how many people participated/ benefited?
  - **25 youth participants** in the workshops
  - **120 attendees** at the final showcase
- What was the overall response?
  - Overwhelmingly positive! Participants reported increased confidence in their creative abilities, and parents appreciated the opportunity for youth to engage in structured artistic activities. Many attendees expressed interest in seeing similar programs in the future.
- **Did your initiative involve any partnerships with other organizations, businesses, or community groups?** **Yes** /No  
*If yes, please describe who you partnered with and how they contributed to the success of your project.*
  - **Edson Public Library** – Provided **free venue space** for workshops.
  - **Local Artists** – Volunteered as mentors and workshop leaders.
  - **Local Music Store** – Offered **discounted instruments** for music workshops.
  - **Community Business Sponsor** – Donated **\$200** for art supplies.

**\*Stream-Specific Questions** (to be distributed to Grant Initiatives which align with each respective stream)

### **Arts, Culture & Heritage**

- **How did your initiative contribute to the local arts, culture, or heritage scene?**

The **Youth Creative Expressions Program** provided a structured and supportive environment for youth to explore various art forms, fostering creativity and skill development. By offering hands-on workshops in painting, music, and creative writing, the program empowered young artists to express themselves while learning from experienced mentors in the community.

The **final showcase event** allowed participants to present their work to the public, increasing appreciation for youth-led arts initiatives and highlighting the importance of accessible arts programming in Edson. The event also provided a platform for young artists to gain confidence



and recognition, with several participants expressing interest in continuing their artistic pursuits.

Additionally, the program incorporated an **Indigenous storytelling workshop**, where participants learned about cultural storytelling traditions through visual and spoken art. This helped preserve and share Indigenous heritage while fostering a deeper understanding and appreciation of local cultural narratives. By integrating diverse artistic influences, the program contributed to a richer and more inclusive arts and culture scene in Edson.

### 3. Financial Report

Attach a **detailed financial summary**, including how grant funds were used. See *example below*.

Expense Category/Description	Description	Total Cost \$	Grant Funds	Organization Contribution	Other Funding Source
Venue Rental	Library Space	700	700	-	In-kind (Library)
Equipment/Supplies	Art Supplies	1000	800	-	\$200 (business donation)
Instructor Fees	Instructor Fee	2000	1500		\$500 (volunteer time)
Marketing	Promotions	500	300	200	-
Showcase event	Event materials	600	200	-	\$400 (ticket sales)
Other					
<b>Total</b>		4800	\$_3500	\$200	1100

- **Were all grant funds used as outlined in your application?**

Yes  No (If no, please explain.)

- **Did you receive additional funding or in-kind support?**

Yes  No (If yes, list sources and amounts.)

We received in-kind venue space, volunteer time, and business donations for supplies.

- **Did you raise any funds during your initiative? If so, will these funds set your organization up to host your initiative without grant funds in the future?**



Yes  No (If yes, list sources and amounts.)

Yes, ticket sales for the final showcase generated \$400, which will be used to support future youth arts initiatives.

## 4. Initiative Evaluation & Outcomes

- **What were the key successes of your initiative?**
  - **Strong participation** – 25 youth engaged fully, with many continuing their artistic pursuits.
  - **Community engagement** – The final showcase was well attended and received positive feedback.
  - **Increased collaboration** – Strengthened partnerships between local artists, businesses, and youth.
  
- **What challenges did you face, and how did you address them?**
  - **Initial recruitment was slow** – We increased promotion through **social media and schools**, which boosted sign-ups.
  - **Some youths were hesitant to showcase their work** – We added confidence-building exercises and peer encouragement strategies.
  
- **Do you plan to continue this initiative in the future?**
  - Yes  No  Unsure
  - (If yes, how will it be sustained?)

We plan to run this program annually. Future sustainability will be achieved through sponsorships, participant fees, and additional grants.

## 5. Supporting Documents

- **Please attach the following, if available.**
  - Photos of the event/initiative (if available)
  - Testimonials or feedback from participants
  - Any media coverage (if applicable)
  - Attach receipts for all purchases grant funds were used for.



## 6. Declaration & Submission

I confirm that the information provided in this report is accurate and complete to the best of my knowledge. (Must be signed by the individual with signing authority for your organization.)

**Name:** Eddie Squirrel

**Position:** Program Coordinator

**Date:** December 20, 2025