



CREE NATIVE ARTS AND CRAFTS ASSOCIATION

Sponsorship Final Report Form

Please fill the form completely and attach all required documents with your submission. Send all reports to projects@cnaca.ca

Applicant & Project Information

Applicant Name	Project Name
Address (Full address including postal code)	File #
	Agreement #
	Agreement Period From _____ To _____
Were they any collaborators involved ? Yes No (If yes, please list all collaborators)	

Project Activity & Impact Report

Please provide a short description and summary of the project and the activities you undertook with the assistance of the sponsorship you received from the Cree Native Arts & Crafts Association.

Your description could also include the impact of the sponsorship in terms of your art form, art practice and if the project had any short-term or long-term impact in your artistic career or in your community.

Expense Report

Please enter the funding amounts you recieved from CNACA

First Payment	Final Payment	Total Payment Received

Final Project Expenses

Please list and include all expenses related to your project in the table below. *Alternatively, if there is not enough space in the table below, you may attach your complete budget as a separate document along with this final report. Please ensure that you follow the same format as the table below.*

Date	Invoice/Receipt #	Description	Amount
Total Expenses			
Amount received from CNACA			
Surplus or Deficit			

Required Documents

Please ensure that all required documents are attached with your final report.

Final Report (this document)

Copies of all invoices and receipts

Signature

By printing your name below, you hereby signify that all information is true and correct to the best of your knowledge. Knowingly providing false or misleading information on this document could lead to the revocation of sponsorship.

Name

Date

Submitting your Final Report

Please complete the entire Final Report Form and attach all required documents and email it to projects@cnaca.ca

Need help or have question?

Contact Dallas Blacksmith

Special Projects and Events Coordinator

projects@cnaca.ca

Phone: 418-745-2444

Fax: 418-745-2324

Cree Native Arts and Crafts Association

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Canada

www.cnaca.ca

For Office Use Only

Comments from SPEC

Date Received

File #

Agreement #

Date Closed