**2020 Community Resiliency Investment Program**

**FireSmart Community Funding & Supports**

**Final Report Form**

The Final Report Form and Final Report Worksheet 1 are required to be completed for all funded projects. Final Report Worksheet 2 is only required for completed projects that included fuel management activities.

All questions are required to be answered by typing directly in the forms. For detailed instructions regarding final report requirements, please refer to the [2020 FireSmart Community Funding & Supports Program & Application Guide](https://www.ubcm.ca/cri) or contact [cri@ubcm.ca](mailto:cri@ubcm.ca) or (250) 356-2947.

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| **SECTION 1: Applicant Information** | **CRI-** (*for administrative use only*) |
| Name of Local Government or First Nation: | Date of Final Report: |
| Contact Person\*: | Position: |
| Phone: | Email: |

*\* Contact person must be an authorized representative of the applicant.*

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| **SECTION 2: For Regional Projects Only** |
| * + - 1. **Identification of Partnering Communities.** For all regional projects, please list all of the partnering eligible applicants included in this project. Refer to Section 3 in the Program & Application Guide. |

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| **SECTION 3: Project Summary** |
| * + - 1. **Name of the Project:** |
| * + - 1. **Actual Project Cost & Grant Request.** As outlined in Section 7 of the Program & Application Guide, all other financial contributions for eligible portions of the project must be declared and may decrease the value of the grant. This includes other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that were funded by the 2020 FireSmart Community Funding & Supports program.   Total Cost Reported on Final Report Worksheet 1: $  Total Cost Reported on Final Report Worksheet 2: $  Total Project Cost: $  Other funding or revenue (please describe and indicate amount): $  Total Grant Request: $ |

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| **SECTION 4: Project Information** |
| * + - 1. **Summary of Completed Activities.** Please provide a general summary of the completed project. Detailed project and financial information are required to be submitted in Final Report Worksheet 1 and/or Worksheet 2: |
| * + - 1. **Partnerships & Collaboration.** Please identify any other authorities you collaborated with on the project (e.g. community, resident or indigenous organizations or other First Nations or local governments) and summarize that collaboration**:** |
| * + - 1. **Additional Information.** Please share any additional comments you would like to provide: |

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| **SECTION 5: Final Report Check List** | |
| **Required Submissions** | **Related Documents** |
| Final Report Form |  |
| Final Report Worksheet 1 | As identified in Final Report Worksheet 1 |
| Final Report Worksheet 2 (for Fuel Management activities only) | **Fuel Management Prescriptions/Burn Plans**  Signed/sealed prescriptions including any assessments  PDF maps (refer to Appendix 4)  Spatial data (refer to Appendix 3 and 4)  **Fuel Management Treatments**  Post-treatment wildfire threat assessments  PDF maps (refer to Appendix 4)  RESULTS submission/spatial data (refer to Appendix 3 and 4) |
| **Optional** |  |
| Photos or media related to the project |  |

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| **SECTION 6: Signature & Certification (to be signed by Chief Financial Officer)** | |
| I certify that the costs stated above, in Final Report Worksheet 1 and, if required, in Final Report Worksheet 2: (1) have been incurred and paid; (2) are attributable to the project; (3) are eligible (as outlined in the Program & Application Guide); and (4) are net of tax rebates and any other rebates.  In addition, for final claims, I certify that: (1) the project is complete; (2) all revenues generated from the project have been declared; and (3) all eligible portions of all other grant contributions for the projects have been declared. | |
| Name: | Title: |
| Signature: | Date: |