

Training Deadline

**Training must be completed  
by May 31, 2021**

Reporting Deadline

**Reporting document is due on or  
before June 30, 2021**

Reporting  
Requirements

Refer to the Ground Search and Rescue Program Guidelines at [www.alberta.ca/ground-search-and-rescue-training-grant.aspx](http://www.alberta.ca/ground-search-and-rescue-training-grant.aspx) for information on reporting requirements.

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### Grant Recipient Information

Name of group/organization

Legal status of applicant  
(if applicable)

Contact name and title

Contact primary phone number

Contact email address

Contact mailing address

### Legal Statements

The personal information being collected on this form will be used to administer the Ground Search and Rescue Program. The information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions in the FOIP Act.

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### Program Assistance

If you need any assistance completing this reporting form, please contact:

Grants Administrator  
1-866-421-6929  
[firecomm@gov.ab.ca](mailto:firecomm@gov.ab.ca)

## Statement of Funding and Expenditures

In the Description of Expenses table, enter the name of each course your group/organization hosted, using one row per course. In the Total Amount per course column, enter the sum of all expenses for the course. All courses listed must have been identified in the Project Plan section of your original grant application. Calculate your Surplus/Overrun in the Use of Funds table.

### Description of Expenses

Course Name	Total Amount Per Course
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	\$

Use of Funds	
<b>Total Grant Amount</b>	\$
<b>Total Expenses</b> (from table above)	\$
<b>Surplus/Overrun</b> (Total Grant Amount – Total Expenses)	\$

## Certification of Statement of Funding and Expenditures

I certify that the following information is true and correct:

All information contained in this Statement of Funding and Expenditures is a true and correct representation of actual funding and expenditures, and this information complies with the Guidelines, Administrative Procedures, and other relevant documentation for this grant program.

All non-shareable costs defined for this program have been deducted from the total cost or otherwise excluded from the amounts identified as Net Eligible Project Cost.

The entire grant (plus any income earned, if applicable) was used for the purpose(s) stated in the Conditional Grant Agreement, without material alteration, as signed by the Minister of Municipal Affairs or his delegate.

The grant (plus any income earned, if applicable) was expended and the work was completed by the date stated in the Conditional Grant Agreement.

The municipality/organization did not use any portion of the grant to pay for work done or materials obtained prior to the signing date of the Conditional Grant Agreement.

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Signature

Date

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Printed Name

***Search and Rescue Group President***

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Signature

Date

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Printed Name

***Search and Rescue Group Treasurer***

## Results Reporting

In the Total Actual Number of Attendees column of the table below, enter the total number of individuals who attended all of the courses your group/organization hosted. Report the actual attendance, not the estimated attendance provided in your Project Plan.

Output	Total Actual Number of Attendees
Trained SAR Personnel	
If the actual project results differ from the expectations provided in your Project Plan, please provide comments / explanations below.	



## Supporting Documentation and Application Submission

### Reporting Form Checklist

Did you include:	Check <input checked="" type="checkbox"/>
Course(s) Offered as listed in Conditional Grant Agreement	<input type="checkbox"/>
Course Expense Sheet and Receipts	<input type="checkbox"/>

<b>Method of Submission</b>	Submit the Reporting Form and supporting documents via mail/email.
<b>Submission address</b>	Grants Administrator Technical and Corporate Services Division Alberta Municipal Affairs 16 <sup>th</sup> floor, Commerce Place 10155 – 102 Street Edmonton, Alberta T5J 4L4 Email: <a href="mailto:firecomm@gov.ab.ca">firecomm@gov.ab.ca</a>

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**Reminder:**  
**This report is due June 30, 2021**

## Program Evaluation (Optional)

Please provide any comments or suggestions you feel will help improve the program in meeting your communities needs.