

## 2023 FOLLOW-UP REPORT

### Adapted Sport and Recreation

**DUE DATE:** This Follow-up Report must be submitted within 90 days of the completion of the initiative.

**CONTACT:** If you require assistance, contact us at [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca).

**SUBMIT:** An electronic copy of the follow-up report and required attachments to [communityinvestments@regina.ca](mailto:communityinvestments@regina.ca) OR mail or deliver to the following address:

City of Regina - Community Investments  
 Parks, Recreation & Cultural Services  
 6<sup>th</sup> Floor, City Hall, PO Box 1790, Regina SK S4P 3C8

**IMPACT:** The City implements an outcomes-based program that is aligned with corporate priorities and built on the principles of accountability and transparency. The information and performance measurements provided in this follow-up report are shared with the public and reported to City Council to illustrate the impacts/benefits to the community.

1. **Organization's Legal Name:** \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_
2. **Contact Person:** \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Telephone No: \_\_\_\_\_  
 E-mail: \_\_\_\_\_
3. **Name of Initiative:** \_\_\_\_\_
4. **Initiative Date(s):** \_\_\_\_\_
5. **Initiative Location(s):** \_\_\_\_\_
6. **Amount of Funding Approved**    \$ \_\_\_\_\_
7.  Attach a complete financial statement with the breakdown of actual revenues and expenditures specific to the initiative.
8.  Attach a copy of the printed promotional material that recognizes the City's contribution to the initiative. (i.e. website pages, brochures, flyers, posters, etc).

## Performance Indicators

Please provide specific detailed information on the following performance indicators related to the programs/services that your organization had received funding for through the grant. These indicators measure your program and services against the City's Adapted Sport & Recreation priorities.

Note: All indicators require completion. If the indicator has not been measured or is not applicable, indicate N/A. If the measurement is zero, indicate a '0'.

9. Describe the impact the initiative had on your organization and/or the community. Reference indicators from the tables below, where necessary.

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10. Please provide a personal impact statement from participant(s) from the previous year related to their experience with the initiative. Please link the impact statement to at least one Adapted Sport and Recreation priority (see next page for priorities).

<b>General</b>	
Total amount of funding received from other organizations (grants, sponsorships, and donations)	
<b>Priority: Approaches that enhance inclusion in sport and recreation for people with disabilities</b>	
Estimated # of people with disabilities who will benefit from this activity	
# of people with disabilities involved in the development and planning of this activity	
<b>Priority: Increase accessibility of sport and recreation programs, activities, services and events</b>	
# of sport and recreation <b>programs, activities, services and/or events</b> that will be made more accessible to people with disabilities through this activity	
# of sport and recreation <b>facilities</b> that will be made more accessible to people with disabilities through this activity	
<b>Priority: Remove barriers to participation in adapted sport and recreation initiatives</b>	
# of free or no-cost registrations or admissions offered to people with disabilities through this activity	
# of people with disabilities who have been able to participate in sport and recreation programming as a result of purchase of new adapted equipment	
<b>Priority: Promote active and healthy lifestyles among children and youth with disabilities</b>	
<i>See Glossary for definitions of children and youth</i>	
Total # of child and youth participants supported by this initiative	
Total # of programming hours specifically targeted towards child and youth participation	
Age range of participants	
<b>Priority: Support community initiatives that encourage multi-season use of open space.</b>	
Total # of programming hours using parks, natural spaces and/or outdoor facilities	
<b>Priority: Support efforts by organizations that deliver programs, services and space that align with the Truth &amp; Reconciliation Calls to Action (TRC).</b>	
Total # of programs directly or indirectly delivered that respond to the Truth & Reconciliation Calls to Action (TRC)	

11. **NON-CAPITAL Initiatives**

This section is to be completed by recipients who received funding for non-capital initiatives (programs, projects, events and/or organizational development).

Please list the **total expenditures** that were used for the initiative. Receipts for these expenses are not required at this time; however, please retain those receipts as the City may request copies in some instances after the Follow-Up Report has been reviewed.

	Detailed Description of Grant Expenditures	Amount
1	Adapted Sport and Recreation Worker(s) Salary/Wages	\$
2	Materials, Supplies or Equipment	\$
3	Marketing/ Promotion	\$
4	Venue/Location/Mortgage/Lease	\$
5	Insurance	\$
6	Other: Please Explain	\$
<b>TOTAL EXPENDITURES FROM GRANT FUNDING</b>		<b>\$</b>

## Appendix A – Capital Initiatives Report

This section is to be completed by recipients who received funding for capital initiatives.

Please report on all <b>actual</b> revenues and expenses for the capital initiative. <b>Copies of receipts for all expenses are required.</b>			
	In-kind/ non-cash *(A)	Cash (B)	Total Budget (A + B)
<b>REVENUES:</b>			
Cash contribution from your organization		\$	\$
Cash contribution from other organizations:			
1.		\$	\$
2.		\$	\$
Donations (materials, supplies, services).			
1.	\$		
2.	\$		
Volunteer Labour (# hours x per hour minimum wage).	\$		
Other revenue (specify):			
1.		\$	\$
2.		\$	\$
<i>SUBTOTAL of all eligible contributions</i>	\$	\$	\$
City of Regina grant funding – cannot exceed SUBTOTAL (line above).		\$	\$
<b>TOTAL REVENUE</b>	\$	\$	\$
<b>EXPENDITURES:</b>			
Professional Fees:			
1.	\$	\$	\$
2.	\$	\$	\$
Materials, supplies, equipment, installation:			
1.	\$	\$	\$
2.	\$	\$	\$
3.	\$	\$	\$
4.	\$	\$	\$
5.	\$	\$	\$
Other (specify):			
1.	\$	\$	\$
2.	\$	\$	\$
<b>TOTAL EXPENDITURES</b>	\$	\$	\$
<b>NET PROFIT (LOSS)</b>			\$

\*In-kind revenues must equal in-kind expenses.

**Attach a copy of receipts for all the expenses, listed under Cash above.**

The initiative is not considered complete until a final inspection has occurred.

Date of final inspection:

**Attach a copy of the inspection report and required permits.**

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**Freedom of Information and Protection of Privacy**

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance *with The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this follow-up report will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This follow-up report may be distributed to the adjudicators of the Community Investment Grants Program.

**Representations**

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

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Board Member Name (print)	Signature	Position	Date
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Board Member or Executive Director Name (print)	Signature	Position	Date
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***For office use only:***

City of Regina – Stream Owner

Comments:

Report Approved. Release final payment: Yes  No 

Stream Owner Signature:

Return Follow-Up Report to the Coordinator, Community Investments

## Glossary of Common Terms

**Accessibility:** The degree to which an activity, service or environment is available to as many people as possible, regardless of attributes including physical abilities or socio-economic background. It also includes the ease with which someone or a group of people can access and benefit from an activity, service or space. Improving accessibility involves removing barriers to inclusion (See “Barriers to Inclusion” in this Glossary for more details).

**Adapted:** In the context of sport and recreation activities, this means that some component of the activity or the way it is delivered has been changed or designed specifically to make it more accessible to people with disabilities.

**Barriers to Inclusion:** Could include physical, social, financial, communication or other factors that can prevent someone or a group of people from being able to access an activity or space. Physical barriers include structural obstacles in the built environment. Social barriers include discrimination and systemic power imbalances that lead to an inaccessible, unsafe or unwelcoming environment for some people based on an aspect of their identity. Financial barriers include anything that prevents someone from accessing an activity or space based on money; in addition to program fees, this can include cost of transportation, childcare, lost income, or other indirect costs. Communication barriers include using language or communication methods that exclude some people. We encourage applicants to assess the specific barriers to inclusion for your particular initiative and community.

**Capital projects:** Projects that encompass capital development projects, including new construction, renovation, and/or expansion of a facility. Also includes capital equipment required for a program (bleachers, portable stage, etc.).

**Child:** ages 2-12

**Event:** An event is a gathering of people designed to celebrate, honour, discuss, educate, observe, encourage, or influence human endeavors. An event is something that happens: an occurrence, an activity accentuating and celebrating community spirit, especially one that is of some importance.

**Financial Need:** The degree to which City funding is integral to proposed activity.

**Inclusive:** The degree to which all people have access to quality community necessities and amenities, where all people, regardless of any difference, have the same opportunities to take part in all aspects of community life, and where all people have a sense of belonging and respect in the community.

**Partnership:** A strategic alliance made between two or more parties (organizations, community members, businesses, etc.) in which resources, material, and/or labour, are shared to realize mutual goals. Partners may include peer organizations that have access to different markets or may be interested in merging programs to increase or widen audience reach and to share expenses. Agreements between organizations and sponsors are not considered partnerships (but part of a wider fund development practice).

**Projects/Programs:** The specific, time-bound activities and services delivered to residents and organizations in Regina.

**Programming:** The collection of projects/programs, delivered through events, festivals and other modes of exhibition and distribution.

**Public Space:** Public Space refers to the components of built or natural environments where the public access for individual or collective activities is a priority.

**Recreation:** Recreation includes all those activities in which an individual chooses to participate in their leisure time, and is not confined solely to sports or physical recreation programs, but includes artistic, creative, cultural, social and intellectual activities.

**Senior:** ages 65+

**Sport:** A regulated form of physical activity organized as a contest between two or more participants for the purpose of determining a winner by fair and ethical means. Such contest may be in the form of a game, match, race, or other form of competitive event.

**Young Adult:** ages 19-24

**Youth:** ages 13-18