



---

## Tourism Simcoe County 2024 Tourism, Culture and Sport Enhancement Fund FINAL REPORT

### DIRECTION

Upon completion of the funded project, you are required to submit a Final Report. This report will provide Tourism Simcoe County with a greater perspective on the impact of funding administered through this program and enable us to compile information on the success of the funded projects and the effectiveness of the program.

NOTE: It is the applicant's responsibility to submit their final report on time. In the absence of a final report and all corresponding receipts, the recipient will be ineligible for future funding.

### SUBMISSION CHECKLIST

- 1 signed copy of the Final Report (this document)
- 1 copy of receipts, for each item purchased with funding from this program

And if applicable,

- 1 copy of all photos and/or videos produced with funding from this program  
*This can be done using [WeTransfer](#), [Dropbox](#), or [Google Drive](#)*

### HOW TO SUBMIT

Submit by email to [brianne.harris@simcoe.ca](mailto:brianne.harris@simcoe.ca) indicating "Final Report" in the subject line.

You will receive an email response, confirming the receipt of your report. If you do not receive a confirmation, it should be assumed that your report has not been received.

### SUBMISSION DEADLINE

Within 30 days of project completion and no later than April 15, 2025



**Please complete ALL sections, using only the space provided**

**Organization:**

**1. Please provide a brief overview of the funded project.**

**2. How did funds from the Tourism, Culture and Sport Enhancement Fund benefit or enhance your project?**



- 3. Did you make any changes to your plans, as submitted in your application? If yes, please provide details.**

- 4. How did the funds allow you to achieve the goals and objectives outlined in your application?**



Please complete the Financial Report and include all associated receipts

Table with 2 columns: Funding Source, Amount. Rows include Tourism Simcoe County funding, Applicant Organization's contribution (min. 20%), Other, and a TOTAL row.

Table with 3 columns: Vendor Name, Description, Amount. Header: EXPENSES List each item purchased using funding from this program. Includes a TOTAL row and a NOTE: A receipt for each item listed above must be submitted with the final report.

Please sign and date

Signature of authorized signing authority:

Printed Name:

Date:

Email:

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, any personal information that is collected is done so under the authority of the Municipal Act, S.O. 2001, c.25 and will be used to contact applicants under the Tourism, Culture and Sport Grant.

