**BC Family Day Grant Program 2024**

**Final Report Guide**

Please complete the final report for your Family Day activity and submit the online report before March 15, 2024 so that BCMA can compile the results and summarize the program’s outcomes to the Ministry of Tourism, Arts and Culture.

**NOTE:** The sample report below is for you to understand the questions we will require you to answer in the online BC Family Day Final Report. The online final report will be available on the [BCMA website](https://museum.bc.ca/funding-opportunities/bcma-grants/family-day/). We will notify you via email, once the online final report is available.

You may wish to prepare your answers in advance and cut-and-paste them into the online form, as you will not be able to save the online form.

If you have any difficulty with this form, please contact: bcma@museum.bc.ca. Thank you!

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**Your name:**

**Your email:**

**Organization name:**

**Organization type** (select all that apply):

Museum

Art gallery

Archive

Cultural Centre

Historic place / heritage site

First Nations Band

Indigenous Cultural Centre

Arts Service Organization

Conservation site

Other (please describe)

**City / Town:**

**Region** (drop down menu):

Cariboo

Kootenay

Mainland / Southwest

Nechako

North Coast

Northeast

Thompson – Okanagan

Vancouver Island / Coast

**Grant amount received:**

**Activity Type: (drop down menu)**

Online

In-Person

Both in-person and Online

**Name of your Family Day activity:**

**Short summary of the activity that took place, noting any impact on your community. (100 words maximum):**

**Number of participants at the activity (please estimate if needed)**

Adults: \_\_\_\_

Children: \_\_\_\_

**To your knowledge, please indicate if any of the following under-represented population groups were represented as a major focus of your activity (please check all that apply):**

-Indigenous

-Multicultural Canadians

-New Canadians

-2SLGBTQIA+

-Persons with a disability

-Economically disadvantaged

-Women

**Please provide the expenses of the activity and how the grant award money was spent**:

* Recovering free-admission
* Covid-19 Safety
* Artist Fees
* Honoraria
* Facility fees
* Software/equipment
* Food/refreshments
* Materials
* Marketing
* Staffing
* Other (Please describe)

**In what ways did this grant program enhance your Family Day activity?**

[check boxes – check all that apply]

* We had not been planning a Family Day activity, but decided to do something once the grant money became available.
* We already had the activity planned and this grant program provided additional funding so we could recover costs.
* We were able to expand our planned activity with this grant opportunity.
* We were able to provide free access to our planned activity through this grant opportunity.

**Please upload a high quality photos from your activity** (NOTE: This is optional. If you do upload photos, please make sure that we have permission to use these photos in public reports that may be produced either by BCMA or the Province of British Columbia in relation to BC Family Day.) Please use either a .jpg or .png format.

**(Optional) Please take a moment to outline any information about this grant opportunity that you would like BCMA to share with the Province of British Columbia in our forthcoming report – This section can be used to advocate for improvements to the program, similar programs throughout the year, etc.**

[check box] I am authorized to submit this application on behalf of the organization and/or activity organizers that I am representing.

[check box] All information submitted with this application is complete, accurate and true.