

**Youth and Seniors' Literacy Event  
Final Report Template  
Due October 30, 2009**

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**General Description:**  
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**Name of Organization:** \_\_\_\_\_

**Name of Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

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Please forward your completed Final Report to Barbara Hood at [seniors@yk.com](mailto:seniors@yk.com) or fax: 867-920-7601 by **October 30, 2009**. Your organization will receive the final payment for your project upon receipt and approval of your Final Report.

Barbara Hood may be reached at 1-800-661-0878 or 867-920-7444 for further information.



### Final Financial Statement

Item	Total Amount Spent
<b>Facilitators:</b> <ul style="list-style-type: none"> <li>• Wages</li> <li>• Other</li> </ul>	\$ _____  \$ _____
<b>Operational costs:</b> <ul style="list-style-type: none"> <li>• Project materials (Learning materials, food, prizes, etc.)</li> <li>• Transportation &amp; meeting costs</li> </ul>	\$ _____  \$ _____
<b>Other costs (please specify):</b>	\$ _____
<b>Total</b>	\$ _____

**Total Surplus:** Any unspent contribution funds must be returned to the NWT Seniors' Society in the form of a cheque made out to the NWT Seniors' Society.

\$ \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_