

2017/  
2018

# Ground Search and Rescue – Reporting Form

Training Deadline

**Training must be completed  
by May 31, 2019**

Reporting Deadline

**Reporting document is due on  
or before June 30, 2019**

Reporting  
Requirements

Refer to the Ground Search and Rescue Program Guidelines at  
[www.ofc.alberta.ca](http://www.ofc.alberta.ca) for information on reporting requirements.

## Grant Recipient Information

Name of group/organization

Pincher Creek Search and Rescue Society

Legal status of applicant  
(if applicable)

Society

Contact name and title

Igor Grujic - President

Contact primary phone number

(855) 727-6825

Contact email address

pcsar@castrov.cuug.ab.ca

Contact mailing address

PO Box 1705, Pincher Creek, AB T0K 1W0

Contact fax number

## Program Assistance

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

Grants Coordinator  
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
SAR Searcher Course	\$ 7,702.53
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	\$ 7,702.53

Use of Funds	
<b>Total Grant Amount</b>	\$ 7,700.00
<b>Total Expenses</b> (from table above)	\$ 7,702.53
<b>Surplus/Overrun</b> (Total Grant Amount – Total Expenses)	\$ -2.53



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**Certification of Statement of Funding and Expenditures**

I certify that the following information is true and correct:

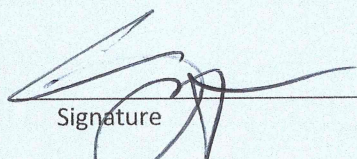
All information contained in this Statement of Funding and Expenditures is a true and correct representation of actual funding and expenditures, and this information complies with the Guidelines, Administrative Procedures, and other relevant documentation for this grant program.

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.

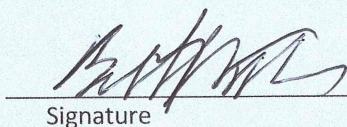
  
Signature

2019-09-17  
Date

**Igor Grujic**

Printed Name

*Search and Rescue Group President*

  
Signature

2019-09-12  
Date

**Brett Wuth**

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	
<p>If the actual project results differ from the expectations provided in your Project Plan, please provide comments / explanations below.</p> <p>12 students registered. 2 were unable to complete the course for personal reasons.</p>	

### FOR OFFICE USE ONLY

Functional Category of the Project	% of Total Project Costs
Government –wide objective 4: To support capacity building within municipalities	
Volunteer Development	
TOTAL	100%



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# Ground Search and Rescue – Reporting Form

## Supporting Documentation and Application Submission

### Reporting Form Checklist

Did you include:

Check ☒

Course(s) Offered as listed in Conditional Grant Agreement



Course Expense Sheet and Receipts



### Method of Submission

Submit the Reporting Form and supporting documents via mail/fax/email.

### Submission address

Grants Coordinator  
Public Safety Division  
Alberta Municipal Affairs  
16<sup>th</sup> floor, Commerce Place  
10155 – 102 Street  
Edmonton, Alberta T5J 4L4

Fax: 780-427-2538

Email: [firecomm@gov.ab.ca](mailto:firecomm@gov.ab.ca)

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### Reminder:

**This report is due June 30,  
2019**



## Program Evaluation

### Grant Program Structure

Please provide feedback on how the grant program helps your municipality / organization meet its needs. What changes / improvements can we make?

This grant allows our organization to train certified searchers. The grant removes a significant financial barrier to participation in the course, allowing us to offer the course to volunteer members at low or no cost (depending on yearly participant numbers).

### Grant Program Administration

Please provide feedback on how the grant program is administered. What changes / improvements can we make?

Grant is working well.

### Other Comments

Please provide any other feedback or comments you have regarding the grant program.



## 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. If you have any questions concerning the collection of this information, please contact:

Grants Coordinator  
Public Safety Division  
Alberta Municipal Affairs  
16th floor, Commerce Place  
10155 – 102 Street  
Edmonton, Alberta T5J 4L4



## **CONDITIONAL GRANT AGREEMENT**

### **2017/2018 GROUND SEARCH AND RESCUE PROGRAM**

**BETWEEN: HER MAJESTY THE QUEEN** in Right of the Province of Alberta as represented by the Minister of Municipal Affairs ("the Minister")

and

Pincher Creek Search and Rescue Society

whose address is

Box 1705

Pincher Creek, AB T0K 1W0  
("the SAR Group")

**WHEREAS** the SAR Group plans to participate in a project to enhance the delivery of ground search and rescue training throughout the province, and has applied to the Minister for a conditional grant in order to obtain financial assistance to carry out the project.

**AND WHEREAS** the Minister has approved the SAR Group's application and has agreed to make a conditional grant to the SAR Group pursuant to Schedule 1 of the Municipal Affairs Grants Regulation.

The parties agree as follows:

**1. The Minister shall:**

- (a) subject to the provisions of this Agreement, pay the SAR Group a one time conditional grant of Seven Thousand Seven Hundred DOLLARS (\$7,700.00) (the "Grant") in order to carry out a project under the 2017/2018 Ground Search and Rescue Training Program, as further set out in the Grant Application, attached as Schedule "A" and forming part of this Agreement (the "Project");
- (b) provide the Grant by lump sum payment to the SAR Group after receipt of two signed copies of the Conditional Grant Agreement;
- (c) have the right to conduct an evaluation or audit of the Project at any time; and
- (d) have the right to publish and distribute any report submitted by the SAR Group to the Minister on the Project.

**2. The SAR Group shall:**

- (a) carry out the Project set out in Schedule "A" without material alteration;
- (b) complete the Project and use the Grant by May 31, 2019;
- (c) use the entire amount of the Grant for the purpose of carrying out the Project;
- (d) pay any additional costs required to complete the Project if the total costs exceed the Grant;
- (e) not use any part of the Grant to pay for training carried out or materials obtained before this Agreement came into effect;
- (f) only use the allocated amounts for the purpose of carrying out the specific components identified in 1(a) above;