

Business Grant Program Report

This grant report must be submitted to Administration within sixty (60) days of the completed project. Please submit the following with the report:

- Original project invoices,
- Proof of payment,
- Proof that the improvements have passed final inspection for municipal permits (where required) and meet all building standards and codes (if applicable),
- After photographs of the project (if applicable),
- Copies of any advertisements showing the Town of Peace River’s sponsorship, and
- Any other supporting documentation

Note: Grant funds are disbursed via an electronic funds transfer. Please ensure the Town has the correct electronic funds transfer information for your business. If the Town does not have your EFT information, please request the ETF form from ecdev@peaceriver.ca.

PROJECT INFORMATION

1)	Project Description				
	Applicant:				
	Name of Project:				
	Actual Project Start & End Date:				
2)	Project Costs and Funding				
	Actual Project Cost:				
	Grant Approved (BRG - min: \$2,500, max: \$25,000; TEG – min: \$2,500 max: \$5,000):				
	Applicant Funding:				
	Other Funding (if none, say so):				
3)	Expense Details				
	Invoice No./Supplier	Expense Description (attach a second sheet if required)	Cost (before GST)	GST	Total Cost