

Organization Name:

Saskatchewan Orchestral Association

Operating Grant Summary Form (Updated 2016)

Important: Save your work in a Word file to avoid possible loss of data when saving the PDF file

Deadline: 90 days after fiscal year end

1. Contact Information:

Organization Chair Name:					
Organization Chair Address:	City:		Postal Code:		
Organization Chair Phone: (306)		E-mail:			
Grant Contact Name:					
Grant Contact Address:	City:		Postal Code:		
Grant Contact Phone: (306)	E-mail:				
Web Address: (if available) (ex. www.saskorchestras.com)					
2. Organizational Inform	ation <i>:</i>				
Is your organization incorporated and	d currently in good stan	ding with SK Cor	porations	s Branch? Y □ N □	
Please provide incorporation #					
Fiscal Year of Organization	FROM (d/m):		TO (d/m):		
Program Year for Grant (if different than fiscal year)	FROM (d/m/y):		TO (d/m/y):		
Staff (employee and / or contract)	Number of full time	staff:	Number of part-time staff:		
Statistics: The * information below is requested by Saskatchewan Lotteries Trust Fund. It is combined with other member organization's information and submitted by the SOA through global funding reports.					
Programs: *Number of distinct progr	ams offered:				
*Number of all program participants:					
*Number of program part	ticipants in the following	g age ranges: (Es	timation	s are acceptable.)	
0-4 years	5-14 years 15-18 years			19-29 years	
30-54 years	55 + years	_			

Volunteers:					
*Number of board membe	rs				
*Number of committee me	*Number of committee members				
*Number of volunteers lea	*Number of volunteers leading programs				
*Estimated total number of	of volunteer hours in past year:				
*Please estimate the perc	entage of volunteers that fit in the	e following c	categories:		
Youth (0-29)	Youth (0-29) Adults (30-54) Seniors (55+)				
First Nations/Metis	Northern residents	Rural	Residents		
Public/Audience Participation					
*Number of public concert	s over the past year:				
*Estimated public attendar	nce at all concerts over the past y	/ear:			
*Please estimate the num	ber of public participants in the fo	ollowing cate	l egories:		
Vouth (0.20 voors)	Adult (20 54 voors)	50	piore (FE L Voore)		
Grants:	Adult (30-54 years)	5e	illiors (55 + years)		
	rants received in the past year				
-	ative Grants received in the past y	year			
Number of SOA Professional Development Grants received by the organization's members in the past year.					
-	<u> </u>				
3. Programming:					
Program Narrative : Provide a bri or any initiative taken by the organ			son including concerts, workshops, ncerts, tours, etc.		
If this information is already printed		-			
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4. Financial Information:

ACTUAL EXPENSES Administration:		ACTUAL REVENUE		
Administrative Salaries:	\$	Participant Fees:	Participant Fees:	
Stenographic Services	\$	Your Own Resources (list)		
General Office Materials	\$	1.		\$
Equipment Rental	\$	2.	2.	
General Office Supplies	\$	Concert Ticket Sales		\$
Office Rent	\$			
Other (list):		Donations (list)		
1.	\$	1.		\$
2.	\$	2.		\$
3.	\$	Fund Raising (list)		
Promotion		1.		\$
Advertising (specify)	\$	2.		\$
Print Materials	\$	Federal Grants (list)		
Other (list):		1.		\$
 1.	\$	2.		\$
2.	\$			
Professional Fees:		Provincial Grants (list)		
Clinician Fees	\$	1.		\$
Clinician Expenses	\$	2.		\$
Adjudicator Fees	\$			
Adjudicator Expenses	\$	Municipal Grants:		
Other:		1.		
1.	\$	2.		
2.	\$			
Other Expenses (list):		Other Revenue (list)		
1.	\$	1.		\$
2.	\$	2.		\$
3.	\$	3.		\$
4.	\$	Total SOA Grant:		\$
TOTAL EXPENSES: A	\$	TOTAL REVENUE	В	
Total Revenue(B)		B = \$		
Minus Total Expenses (A)		A = \$		
= Net Surplus/or Net Loss(C)		C = \$		

Operating Grant Summary Report Form

5. Recognition of Funders:

The Saskatchewan Orchestral Association requires that the following funders' logos be displayed on all newsletters, publications, concert programs or any other promotional materials:

- Saskatchewan Orchestral Association
- SaskCulture / Saskatchewan Lotteries





Please submit copies of all promotional materials recognizing funders.

- Funder recognition is required for the final grant payment to be released.
- Ensure that the updated SOA logo is used.

6. Attachment Check List:

- a. List of Board Members include position, address, phone number and email address
- b. Narrative Summary
- c. Official Year-end Financial Statements
- d. Promotional Material Recognizing Funders

7.	Authorizing Signature:	Date:
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Please send this form and attachments to:

Saskatchewan Orchestral Association, Inc. 2113 Clarence Ave. S Saskatoon SK. S7J 1L4

or email info@saskorchestras.com

Questions?

Check out www.saskorchestras.com Or contact:

> Elaine Kaloustian Phone: 306-716-5122

Email: info@saskorchestras.com

The SOA acknowledges the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation, and SaskCulture for their support.



