***NEW BRUNSWICK SECRETARIAT OF OFFICIAL LANGUAGES***

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| **New Brunswick Bilingualism Support Program (NBBSP)** |

**FINANCIAL REPORT (April 1 to March 31)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Organization name:** | | | | | | |
| **Mailing address (civic number, street name, P.O. box):** | | | | | | |
| **City:** | **Province:**  New Brunswick | | | **Postal code:** | | |
| **Telephone:** | **Extension:** | | | **Cell phone:** | | **Email:** |
| **Contact person** | | | | | | |
| **Title:**  **Mr. Ms. Other** | | | | | | |
| **First name:** | | **Last name:** | | | **Position title:** | |
| **Email:** | | | **Telephone/cell phone:** | | | |
| **Project** | | | | | | |
| **Project title:** | | | | | | |
| **Project duration:** | | | | | | |
| **Start (YYYY-MM-DD)** | | **End (YYYY-MM-DD)** | | | | |
| **EXPENSES** | | | | | | |
| 1. Fees 2. Promotion and communication 3. Translation and interpretation 4. Office expenses 5. Location 6. Other (specify) 7. General administrative fees (10% of budget)   **TOTAL EXPENSES** | | | | | | |
| **REVENUE** | | | | | | |
| 1. NBBSP funding 2. Provincial government – specify:  * Department: * Funding program:  1. Federal government  * Department: * Funding program:  1. Municipal contribution: 2. Applicant contribution: 3. Contribution of partner organizations: 4. Other funding sources – specify:   **TOTAL REVENUE**  **NET EXPENDITURE (expenses – revenue)**   |  |  |  |  | | --- | --- | --- | --- | |  | Name | Signature | Date | | Head of organization | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | | Financial manager | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_ | | | | | | | |
| **NET EXPENDITURE (expenses – revenue)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |

Please return the completed form by email to [Hello.Bonjour@gnb.ca](mailto:Hello.Bonjour@gnb.ca) or by mail to the following address:

**New Brunswick Department of Intergovernmental Affairs**

**Secretariat of Official Languages**

**Chancery Place**

**P.O. Box 6000**

**Fredericton, New Brunswick**

**E3B 5H1**