

**Collection Inventory Program
FINAL REPORT
Tourism, Heritage and Culture
Archaeology and Heritage Branch
Museum Services**



Name of Organization	
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1. Please indicate in the appropriate fields below the collections work completed during the granting period.

Total number of artifacts in collection	
Number of artifacts manually catalogued and physically numbered	
Number of artifacts physically inventoried	
Total number of entries in digital database. (i.e. Excel, FileMaker Pro, Collective Access, etc.)	
Number of digital records entered (created)	

2. If your organization has modified existing records, please describe the type of information that was added, updated, or edited (i.e. Description, Narrative, Measurements, Location, etc.).

3. If applicable, please provide an update on the status of your organization's digitization (object photography) efforts, including the number of images you currently have and an estimate of how many were taken or added to the database.

4. Please add any additional information of steps/process completed during the granting year.

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5. **Artefacts Canada Upload.** For museums using *Collective Access*, please attach a list of the records uploaded to Artefacts Canada.

6. **Financial report.** Please provide a summary of the expenses for this project.

Expenditures	
Salaries and benefits	\$
Equipment and supplies	\$
Travel	\$
Other costs (specify):	\$
Total Expenditures:	\$
Revenues	
Provincial Government	\$
Applicant organization's financial contribution	\$
Other (specify):	\$
Total Revenues:	\$

This completed report must be sent electronically to: museum@gnb.ca no later than March 31st of the granting year. For museums not using *Collective Access*, a copy of your database must be sent either electronically or on a USB key to:

<p>Archaeology and Heritage Branch Tourism, Heritage and Culture Marysville Place P.O. Box 6000, Fredericton, N.B. E3B 5H1</p>
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