

**Exhibit Renewal and Museum Activities
FINAL REPORT
Tourism, Heritage and Culture
Archaeology and Heritage Branch
Museum Services**



1. Organization information:

Name of organization			
Contact person		Telephone (org.)	
Email (org.)			

2. Project title:

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3. Project schedule:

Start		End	
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4. Brief description of your project:

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5. If your project changed from your application, provide a detailed explanation. This could include a revised timeline, new or updated themes and messaging, adjusted costs for materials or fees, etc.. Project scope changes must have prior approval from the program officer.

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6. Provide examples of how your project generated interest and involvement from the community:


7. If applicable, has this project increased attendance at your museum?

8. What have you learned from the evaluation of your project? Please refer to the evaluation measures outlined in your application and summarize their results.

9. How did this project increase the capacity and knowledge of your organization? Please explain how this knowledge will be transferred within the organization and to future board members, staff, and volunteers. Were any new policies or procedures drafted or revised?

10. How was government assistance acknowledged? Attach supporting documents:

11. Financial statements (Please submit the project's financial report and complete the table below). **Keep all original receipts in case we ask to see them.**

EXPENDITURES:		
Salaries and benefits		
<ul style="list-style-type: none"> • Maximum set at 20% of the grant provided 		
<ul style="list-style-type: none"> • Contribution from the applicant 		
Professional and consulting fees		
Fabrication contracts		
Equipment and supplies		
Travel and transportation expenses		
Space and equipment rental		
Administration (Maximum set at 5% of the total project budget)		
Other (specify):		
Total expenditures:		
REVENUES:		
Provincial Government (grant received)		
Applicant organization's financial contribution		
Applicant organization's in-kind contribution		
Other (specify):		
Total revenues:		
BALANCE:		\$0.00

Please include copies of any media coverage your project has received, as well as photos of the completed project.

Please send a signed copy of your final report with attachments electronically by email to archaeology-heritage@gnb.ca and keep a copy for your records.

I _____ AFFIRM THAT the information in this report is accurate and complete and that the final budget is fairly presented. I understand that the information provided may be subject to evaluation by the government and that it may be accessible under the *Right to Information Act*.

Authorized Signature

Position

Date