







# Community Forum Program Final Report

| CONTACT INFORMATION |   |
|---------------------|---|
| <b>1.</b>           | <b>Name of the organization and Not-For-Profit number:</b>  |
| <b>2.</b>           | <b>Primary Address:</b>   |
|                     | Address   |
|                     | City / Town   |
|                     | Province / Territory  |
|                     | Postal Code   |
|                     | <b>Mailing Address:</b> <i>Check if same as primary address</i> <input type="checkbox"/>  |
|                     | Address   |
|                     | City / Town   |
|                     | Province / Territory  |
|                     | Postal Code   |
| <b>3.</b>           | <b>Report Contact Person:</b>   |
|                     | Mr. Ms. Dr.   |
|                     | First & Last Name   |
|                     | Title   |
|                     | Telephone Number  |
|                     | Fax Number  |
|                     | E-mail address:   |
| <b>4.</b>           | <b>Project Signing Authority:</b> <i>Check if same as project contact person</i> <input type="checkbox"/>   |
|                     | Mr. Ms. Dr.   |
|                     | First & Last Name:  |
|                     | Title:  |
| ABOUT THE FORUM     |   |
| <b>5.</b>           | <b>Forum Title:</b>   |
| <b>6.</b>           | <b>On what theme did your forum focus?</b> (please see the guide for explanation of themes)<br><br><input type="checkbox"/> <b>Needs of Offenders</b><br><br><input type="checkbox"/> <b>Enhancing the Role of Aboriginal Communities</b><br><br><input type="checkbox"/> <b>Healing and Reintegration</b><br><br><input type="checkbox"/> <b>Cultural Diversity</b><br><br><input type="checkbox"/> <b>Current Issue / Public Safety</b> |


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|     |   |
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| 7.  | <b>Actual date of forum:</b><br>   |
| 8.  | <b>Who was your target audience for the forum?</b> (Were they concerned or interested citizens, community service providers, criminal justice experts, local government officials, police, etc.?)<br>    |
| 9.  | <b>Please describe how you advertised and / or recruited members of your community to attend the forum.</b><br>  |
| 10. | <b>Approximately how many people from the community attended the forum?</b><br>  |
| 11. | <b>Please describe your forum in detail.</b><br>(What was the overall purpose of the forum, what did you hope to achieve, where the objectives of your proposal met, how was the theme addressed?)<br> |
| 12. | <b>Please describe activities in detail.</b> <i>Please attach a copy of the agenda with the final report.</i><br>  |


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|            |   |
|------------|---|
| <b>13.</b> | <b>Describe any special activities held in conjunction with the forum</b> (e.g., open houses, tours, exhibits, mail-outs, video screenings, etc.).<br><br> |
|------------|---|

|            |   |
|------------|---|
| <b>14.</b> | <b>Did media attend or cover the event?</b> (If yes, please explain and include copies of any news articles, interviews, photos, etc.)<br><br> |
|------------|---|

## RESULTS AND EVALUATION

|            |  |
|------------|--|
| <b>15.</b> | <b>Please note any significant outcomes of the forum</b> (e.g., if the forum lead to the creation of a local corrections related working group, plans to hold similar events in the future, new volunteers recruited, etc.)<br><br> |
|------------|--|

|            |   |
|------------|---|
| <b>16.</b> | <b>Provide a summary of the evaluation forms filled out by participants</b> (Include the number of responses received and a roll-up of the results).<br><br> |
|------------|---|

# Community Forum Program Final Report

**17. Indicate any new or additional areas of concern raised by the participants.**

**18. Describe what steps your organization will take to sustain any work started at the forum and/or achieve the results you intended.**

**PRESENTATIONS**

**19. Please list the names of people that presented at the forum and what their main messages were.**

| Presenter Name | Organization Name | Main messages |
|----------------|-------------------|---------------|
|                |                   |               |
|                |                   |               |
|                |                   |               |
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# Community Forum Program Final Report

| <b>PARTNERSHIPS</b> |   |                     |             |
|---------------------|---|---------------------|-------------|
|                     | <b>Please list the names of organizations that you partnered with and explain their role.</b>   |                     |             |
|                     | <b>Organization Name</b>  | <b>Contact Name</b> | <b>Role</b> |
|                     | <ul style="list-style-type: none"> <li>▪ Correctional Service Canada</li> </ul>   |                     |             |
|                     |   |                     |             |
|                     |   |                     |             |
|                     |   |                     |             |
|                     |   |                     |             |
| <b>CONSULTATION</b> |   |                     |             |
| <b>20.</b>          | <b>Please summarize the responses, main ideas, issues, and/or solutions raised by participants in response to the questions from your proposal.</b> |                     |             |
|                     |   |                     |             |

# Community Forum Program Final Report

## CONCLUSIONS AND LESSONS LEARNED

**21. Provide an overall impression of the forum. Describe what you would do differently if you organized a forum again. Do you have any suggestions or tips for future forum organizers?**

## BUDGET

**22. Did you receive other financial or in kind contributions for other organizations?**  
*If yes, please provide details below.*

| Organization Name | Type of Contribution<br>(in kind or \$) | Details of Contribution |
|-------------------|---|-------------------------|
|                   |   |                         |
|                   |   |                         |
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## Community Forum Program Final Report

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|------------|--|--|
| <b>23.</b> | <b>Please provide a <u>DETAILED FINANCIAL STATEMENT</u> for the project.</b><br>(Please see guide for the eligible costs under the program. For administrative costs, please provide as much detail as possible. You may attach a separate table if there is not sufficient space on this form.) |  |
|            | <b>Budget Item</b>   | <b>Source</b><br><small>(Community Forum Program, in kind or contribution from another organization)</small> |
|            |  | <b>Total</b>   |
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|            |  |  |
|            |  |  |
|            | <b>Grand Total</b>   |  |

*Please complete this form and forward it on or before MARCH 31, 2005.*

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