

The purpose of this form is to notify the Ministry of Transportation and Transit of the completion of the approved project. Please complete for **each** of your projects and email to [BCAAP@gov.bc.ca](mailto:BCAAP@gov.bc.ca)

**SECTION 1. PROJECT INFORMATION**

Proponent: \_\_\_\_\_ Conditional Grant  
Agreement No.: \_\_\_\_\_

Project Title: \_\_\_\_\_

**SECTION 2. PROJECT COMPLETION**

Completion Date: \_\_\_\_\_

Opening Ceremony Date  
(if applicable): \_\_\_\_\_

If a press release or an opening ceremony is scheduled, please notify us one month in advance (or as soon as possible) to [BCAAP@gov.bc.ca](mailto:BCAAP@gov.bc.ca) as per the Conditional Grant Agreement 6.01(i).

**SECTION 3. PROJECT COSTS**

BCAAP Grant Amount Approved: \_\_\_\_\_

BCAAP Grant Amount Spent: \_\_\_\_\_

Project Completion Photos: ☐ Attached ☐ Sent via Email

**SECTION 4. SOURCE OF FUNDING FOR THE APPLICANT**

Did you receive any other federal and/or provincial and/or Third Party funding for this project? ☐ Yes ☐ No

If yes, please provide information on the name of the program(s) and the amount received.

**SECTION 5. AUTHORIZATION**

AUTHORIZATION: The project proponent hereby certifies that the project, as described in Schedule "A" of the Conditional Grant Agreement has been completed in full compliance with all the terms and conditions of the Agreement. All costs are eligible costs in accordance with BCAAP Program guidelines, and the costs: (1) have been incurred, (2) are attributable to this project, and (3) are correct. The proponent further certifies that supporting invoices and records are available for audit if requested within six years of project completion, and there will be no further claims submitted for this project.

Name of Authorized Financial Officer: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_