NORTHERN COMMUNITY SHUTTLE PROGRAM

LessAdobe Reader 8.0+ is required to complete this reporting form.

If you are using an earlier version, you will not be able to save any information you enter into the form. Adobe Reader is a free download available at: https://get.adobe.com/reader



+ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.

1.	Pro	pon	ent	Profi	le
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Project #:	Project name:	Proponent organization (legal name):

2. Primary Contact Information

Primary contact (for this report):	Position/title:
Telephone:	Email:

3. Reporting Period

Month:	Year:

4. Service Report

Service type:			
	On demand	Fixed route	Both
Describ	oe the region or area served	d:	

Northern Development Initiative Trust

301 – 1268 Fifth Avenue, Prince George, B.C. V2L 3L2

Tel: 250-561-2525 Fax: 250-561-2563

 $\begin{tabular}{lll} Email: & & & & & & & \\ Mebsite: & & & & & & & \\ Website: & & & & & & \\ \hline \end{tabular}$



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Description of service provided:					
(minimum one to be conducted per year)	Please provide us with a written update on the service as it's been delivered so far, including: results of customer satisfaction surveys (minimum one to be conducted per year), passenger information (i.e., nature of travel for passengers – work, family, health, shopping, etc.) successes, challenges, opportunities and how they're being addressed:				
b. Driver Metrics (for the reporting period,)				
Are the driver(s) subcontracted?	If yes, to who?				
Yes No					
Number of drivers:	Total hours spent driving:	Total drivers' hours:			
If available, please provide the demographic of ridership, and pickup/drop-off locations:					
This information will help shape the success of future programs.					

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6. Financial Metrics (for the reporting period)

Fare revenue:	Operating costs:	Fuel costs (included in operating costs):	Capital costs:
\$	\$	\$	\$

3. Required Attachments

Vehicle and route information, using Northern Development's template, submitted in excel format.

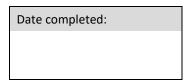
4. Authorization

I confirm that the information in this report (and attachment) is accurate, complete, and fairly presented.

I authorize Northern Development to make enquiries in order to verify the results reported.

I agree to provide upon request any additional information Northern Development staff deems necessary.

I understand that information provided to Northern Development may be accessible under the Freedom of Information (FOI) Act.



5. Submitting Your Report

Completed project reporting forms (with all required attachments) should be provided electronically to Northern Development by email to finance@northerndevelopment.bc.ca.

→ Please submit this Reporting Form and all attachments in one email.