

# RURAL BUSINESS AND COMMUNITY RECOVERY REGIONAL BUSINESS LIAISON

BI-ANNUAL  
REPORTING FORM

**Adobe Reader 8.0+ is required to complete this project report 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: <http://www.adobe.com/products/acrobat/readstep2.html>



**+ 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. Proponent Profile

Project #:	Organization name:

## 2. Primary Contact Information

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

## 3. Required Attachments

Reportable Outcomes Tracking Template

## 4. Regional Business Liaison Information

First and last name:	Job title:

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## 5. Outcomes

Comment on the impacts the RBL role has had on the businesses and/or organizations within the region. Comment on the kind of support they were interested in and how you were able to help them:

Please provide additional comments on the program delivery to date (successes, challenges, etc.):

## 6. Reporting Period End Date

Bi-Annual Reporting Date (as per [Application Guide](#)) \*Report due within 15 days from reporting period end date

June 30, 2023

December 31, 2023

June 30, 2024

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## 7. Reporting Confirmation

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

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

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

I agree that I will submit any revised reporting or requested information within 15 business days of receiving the request for additional information from Northern Development.

Name (organization signing authority): ★ Please type name.	Position/title:	Date:

## 8. Submitting Your Report

Completed project reporting forms (with all required attachments) should be provided electronically to Northern Development by email to [felicia@northerndevelopment.bc.ca](mailto:felicia@northerndevelopment.bc.ca). ★ Do not scan this form.