

BCAAFC REPORTING CALENDAR

Core - COVID - SSLP

Fiscal Year 2023-2024		Federal Funding Urban Programming for Indigenous Peoples		Provincial Funding Ministry of Indigenous Relations & Reconciliation		COVID Funding	Federal Funding Employment & Social Development Canada
QUARTER	DUE DATE	Organizational Capacity	Programs & Services	Provincial Capacity	First Citizens Fund	NAFC-ISC	Student Supports Learning Program*
1 st Quarter	N/A	No reporting due for 1 st Quarter					
2 nd Quarter Reporting	October 5, 2023	Short online survey: CLICK HERE FOR LINK					
	October 19, 2023	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) OC only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) PS only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) ProCap only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) FCF only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) Detailed General Ledger Interim Narrative Report 	<ul style="list-style-type: none"> Cashflow (excel & pdf) Detailed General Ledger Interim Narrative Report 3 Photos (jpg/png)
3 rd Quarter Reporting	January 18, 2024	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) OC only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) PS only detailed General Ledger 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) ProCap only detailed General Ledger 		<ul style="list-style-type: none"> Cashflow (excel & signed pdf) Detailed General Ledger 	
Final Reporting	April 18, 2024	<ul style="list-style-type: none"> Final Cashflow (excel & signed pdf) OC only detailed General Ledger Final Narrative Report (word doc) 3 Photos (jpg/png) 	<ul style="list-style-type: none"> Final Cashflow (excel & signed pdf) PS only detailed General Ledger Final Narrative Report (word doc) 3 Photos (jpg/png) 	<ul style="list-style-type: none"> Final Cashflow (excel & signed pdf) ProCap only detailed General Ledger Final Narrative Report (word doc) 3 Photos (jpg/png) 	<ul style="list-style-type: none"> Final Cashflow (excel & signed pdf) FCF only detailed General Ledger Final Narrative Report (word doc) 3 Photos (jpg/png) 	<ul style="list-style-type: none"> Cashflow (excel & signed pdf) Detailed General Ledger Final Narrative Report 3 Photos (jpg/png) 	<ul style="list-style-type: none"> Cashflow (excel & pdf) Detailed General Ledger Final Narrative Report 3 Photos (jpg/png)
		FCM Statistics Package (excel)					
Year End Reporting	August 15, 2024	Audit Package including letters, audited financials, separate schedules of operations for all BCAAFC funded programs					
		Submit core & SSLP reporting to: reporting@bcaafc.com				Submit COVID reporting to: covid@bcaafc.com	Submit SSLP reporting to: reporting@bcaafc.com

*SSLP reporting applies only to Centres carrying surplus at June 30, 2023.

Reporting templates can be found at: <https://bcaafc.com/member-services/reporting/>

BCAAFC File Naming Convention: Centre_Item_ProgramYear
Example: FRAFCA_2QrtCashflow_OC2024

This calendar is for informational purposes only. In the event of any discrepancy, the reporting dates and requirements outlined in your Contribution Agreement will prevail.