

WD does not require a signed copy of the Annual Performance Report as the Board Motion will demonstrate Board approval. Please email, in WORD format only, a copy of the approved Annual Performance Report to WD.abreports-rapportsab@canada.ca by May 31, 2019

**SECTION 1
Board Motion**

Motion from your Board of Directors that approved the 2018-19 Annual Performance Report.

Date of Board Meeting:	May 21, 2019
Motion:	To approve the 2017/18 Annual Performance Report.
Moved By:	
Seconded By:	

**SECTION 2
Executive Summary on Overall Performance for 2018-19**

Please provide a short narrative (1/2 to one page) summarizing your organization’s overall performance, successes, challenges and issues for the past fiscal year. Highlight any governance improvements undertaken (board training, new policies, etc.)

LOANS:

Lending targets were exceeded with total loans disbursed of \$1,045,398.
Zone Loan program created and delivered to downtown businesses impacted by Reid Street construction.
Six 4-H loans were disbursed, providing youth with financing for their 4H project

TRAINING:

Workshops were delivered on the following topics: Gaming Grant Writing, Leadership, Conflict Management, Stress and Time Management, Employment Law, Disaster Preparedness, Social Media Marketing. Basic Bookkeeping, International Hiring, Not-For-Profit Governance, Attracting and Retaining Excellent Employees, Motivational Hiring, Bridging the Generational Gap, Marketing and Sales, Business Operations, Financial Management, Facebook, FoodSafe 1, FoodSafe 2, Effective Communication, OFA Level 1, Super Host, Employment Law - Employment Standards, Marijuana in the Workplace, Dismissal & Severance, WHMIS; Transportation Endorsement; Transportation of Dangerous Goods; Human Rights, CRA Tax Information.

CED PROJECTS:

\$21,750 was invested in 11 community development projects.
CF provided funding and staff support for the QDTA Reid Street strategic planning process.
CF General Manager supported the activities of the Nazko Economic Development Corporation Board of Directors.

WILDFIRE RESPONSE:

An application was successfully made to WED and the Canadian Red Cross for additional wildfire recovery support in partnership with CF Cariboo-Chilcotin, Sun Country and Thompson Country.
The funding was used to provide Business Ambassadors, workshops and self-directed training to businesses and not-for-profits affected by the wildfires.

SECTION 3

Success Stories

Please provide 3 success stories with a short description, the role your organization played and why you feel this is a success for your community. Note: Client approval should be obtained to share information about them.

WD uses these stories to demonstrate the impact of the CFs in western Canadian communities and to outline concrete examples of positive outcomes for western Canadian stakeholders.

Client Name	Service Provided (loan, bus. services, comm. planning & implementation)	Description should include: <ul style="list-style-type: none"> • Did it align with GOC/WD Priorities? <ul style="list-style-type: none"> • What role did the CF play? • Describe how this project/loan/service/initiative made a difference in the clients organization and/or community? <ul style="list-style-type: none"> • What were the final outcomes* from the activity? • How has this positively affected your community? • How has this service enhanced the economy in your community? <p style="text-align: center;">(6-8 sentences)</p>
Support for businesses affected by the 2017 wildfires	Advisory services	Worked in partnership with CFDC Cariboo-Chilcotin and CFDC Sun Country on the delivery of the Wildfire Business Transition Program. As of March 31, 2019: - the Self-Directed Training program has supported a total of 236 businesses with 472 training applications. - 1,644 participants attended regional workshops.
Quesnel Tree Removal	Loan	Financed Quesnel Tree Removal to purchase specialized equipment in order to complete a unique, large scale fuel management plan for Barkerville Historic Town and Park.
Business Excellence Awards	Loan / Business Services	CF clients won the majority of major categories at the Chamber of Commerce Business Excellence Awards - New Business of the Year – Florian Bergoin, La Belle Vallée Fromagerie; Business of the Year – Under 10 Employees – Amy Quarry, Long Table Grocery; Business of the Year – 10 or More Employees – Justine Pelletier, Barkerville Brewing Company; Business Person of the Year – Donna Jacobsen, Spa Rivier.

*Example of possible outcomes: jobs created, impact on the community, successfully assisted companies to enter global markets, new export sales for businesses, new office(s) opened in western Canada, investment attracted to a business, new product(s) created or new service(s) created, successful joint venture established, etc.

SECTION 4

Alignment with Government of Canada and WD Priorities in key areas

Please describe the initiatives or project that your organization was involved in that aligned with WD 2018-19- operational priorities listed below:

Inclusiveness: Enhance economic well-being and prosperity of under-represented groups in Western Canada. WD’s primary focus for this priority is on supporting Indigenous peoples and women, with a secondary area of focus on youth and persons with disabilities.

Cluster Growth: Clusters are networks of interrelated companies, researchers, investors and other partners working in a specific industry or region. WD will focus on supporting select clusters within: clean technology; value-added agriculture; advanced manufacturing; digital industries; clean resources; and health and biosciences.

	Strategy	Planned Project/Initiative (2 – 3 sentences)	Outcome Achieved
1 (a)	Inclusiveness – primary focus on Indigenous peoples and women	Support the delivery of the Aboriginal Business and Entrepreneurial Skills Training Program in partnership with Canadian Centre for Aboriginal Entrepreneurship and Carrier Chilcotin Tribal Council. Partner with the Quesnel Dakelh Employment and Education Society on initiatives that support relationship development and partnerships between aboriginal people and local business.	The Aboriginal Business and Entrepreneurial Skills Training was not able to obtain the minimum # of participants in order to run. Met with Quesnel Dakelh Employment and Education Society. Discussed potential for a business exploration component as part of their back-to-work training.
1 (b)	Inclusiveness – secondary focus on youth and persons with disabilities	Continue to offer loans to 4H participants.	6 - 4H loans were approved
2	Cluster growth – focus on specialized clusters within: clean technology; value-added agriculture; advanced manufacturing; digital industries; clean resources; and health and biosciences.	Support CF-client cheese-manufacturing opportunity	Client successfully started the business – also won New Business of the Year at the Chamber of Commerce Business Excellence Awards.

SECTION 5
Performance Indicator Variance

In the table below, please ensure a detailed explanation is provided if the organization did not meet the MPS for their group.

Performance Indicator	2018-19 Target	2018-19 Actual	If you did not meet the MPS for your Group, provide a detailed explanation and plans for ensuring the MPS will be met in 2019-20.
Indicate which Group the CF is in :		Group 2	
Total # of community based projects (New PLUS Ongoing)	2	12	
# of business training session participants	413	538	
# of business advisory services	430	295	
\$ value of loans (*)	\$1,000,000	\$1,045,398	
# of loans (*)	15	26	
# of Projects/Initiatives that align with GOC/WD priorities and (PLUS) # of Loans that align with GOC/WD priorities	3	8	

*Total value of ALL loans and other investments approved where initial disbursements made

FOR REFERENCE ONLY:

MPS	GROUP 1	GROUP 2	GROUP 3
Total # of community based projects (New PLUS Ongoing)	2	2	2
# of business training session participants	400	400	300
# of business advisory services			
\$ value of loans	\$600,000	\$400,000	\$200,000
# of loans	12	8	6
# of Projects/Initiatives that align with GOC/WD priorities and (PLUS) # of Loans that align with GOC/WD priorities	3	2	1

SECTION 7
CF Web Reporting

Please provide the hyperlink to the 2018-19 Performance Results posted on your website. (The template for Performance Results 2018-19 was provided to you along with this document.)

2018-19 Performance Report on Website	https://cfquesnel.com/aboutus/governanceandaccountability/
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SECTION 8
Loans over \$150,000

Did your CF provide loans over \$150,000 in 2018-19? Yes No

If **yes**, then please provide a list of all loans given over \$150,000 and provide the reasoning/justification behind providing those loans. Please use your internal file or client number and **not client name**. *Note: your policy on loans over \$150,000 should have been provided to WD previously. If not, please attach to this report.*

File #	Amount	Rationale for Loans over \$150,000
123456	\$165,000	Explanation

SECTION 9
Syndicated Loans

Did your CF participate in any syndicated loans in 2018-19? Yes No

If **yes**, please provide a list of any syndicated loans your organization may have been a part of.

Note: As per the Contribution Agreement (Attachment B, Investment Fund Terms and Conditions), each participating CF may only provide up to \$150,000.

Lead CF	Which CF reported the loan in the reporting system?	Amount Contributed by your CF	Total Loan Amount	Number of Partner CFs
CFDC North Cariboo	CFDC North Cariboo	\$150,000	\$354,000	2

SECTION 10
Investment Fund

1. WD Investment Fund Activity as of March 31, 2019

Total Value of Loans Receivable	Total Number of Loans Receivable	Total Value of Loans Receivable over 90 days	Number of Loans Receivable over 90 days
\$4,065,218	58	\$91,407	1
\$		\$	

2. Equity Investment / Related Entities / Subsidiaries as of March 31, 2019

Does your CF have investments in equity, related entities or subsidiaries as of March 31, 2019? Yes No

COMMUNITY FUTURES NORTH CARIBOO

Fiscal Year: 2018-19

ANNUAL PERFORMANCE REPORT

If yes, please list them below.

Company Name	Percentage of Shares	Dollar Value
ABC Company	25%	\$25,000

3. FOR THOSE WITH A 3 YEAR AGREEMENT : Interest Transfers up to \$50,000

Did the CF transfer interest in 2018-19? Yes No

If Yes, please list all interest transfers amounts, the activities, and the WD Investment Fund type.

Activity	WD Investment Fund Source	Amount Transferred
	Choose an item.	
	Choose an item.	
	Choose an item.	
	Choose an item.	

4. Interest Transfers above \$50,000 (not included in Section 3) and Interest Transfers for those with 1 year agreements

Did the CF transfer interest in 2018-19? Yes No

If yes, please list all interest transfers amounts, the activities, the WD Investment Fund type, and WD approved date.

Activity	WD Investment Fund Source	Amount Transferred	Amount and Date WD Approved
	Choose an item.		
	Choose an item.		
	Choose an item.		
	Choose an item.		

**SECTION 11
Appeals**

1. Please report on the number of appeals the CF received in 2018-19. If there were no appeals, please enter "0" in the boxes below.

Number of Appeals	0
Basis for the Appeals (please list all reasons)	0
Number of Appeals Upheld	0
Number of Appeals Denied	0
Number of Appeals Pending Decision	0

SECTION 12 - OPTIONAL

Highlights

1. This section is optional and is provided for you to show case anything the CF does that you feel may be different from other CFs. This could include; best practices, interesting processes, unique services, meaningful community based projects or events, etc.

Wildfire response – see above.