

**SECTION 1**  
**Board Motion**

**Motion from your Board of Directors that approved the 2021-22 Annual Performance Report.**

<b>Date of Board Meeting:</b>	April 20, 2022
<b>Motion:</b>	To accept the annual Performance report 2021-22 as amended
<b>Moved By:</b>	
<b>Seconded By:</b>	

**SECTION 2**  
**Executive Summary on Overall Performance for 2021-22**

**Please provide a short narrative (half- to one-page) summarizing your organization’s overall performance, successes, challenges, and issues for the past fiscal year, including any COVID-19 pandemic impacts.** Highlight any governance improvements undertaken (board training, new policies, etc.)

Challenges and issues can be best summed up by simply saying that the current pandemic provided us with numerous physical, emotional, mental, and financial challenges. Constantly moving goalposts of restrictions, expectations, and community needs were unprecedented. There is no doubt that entire novels will be written about the 2020-2022 global pandemic, so for the purposes of this report, we will not go into further detail.

While CFTR (Community Futures Tawatinaw Region) acknowledges that many of the ‘normal’ MPS (Minimum Performance Standard) were not met, the results achieved during the 2021-22 fiscal year., however that is expected with the ongoing pandemic. Interest in lending has picked up since the beginning of March but remains sporadic. CFTR will have to come to a decision on refinancing existing RRRF (Relief and Recovery Fund) debt soon, as the interest earned would enable us to transfer to operations.

We are finding that clients are looking for more forgivable loans (like RRRF, and CEBA (Canada Emergency Business Account)) and many are choosing to postpone their plans in hopes of new programming. We suspect this will continue for the near future. Staffing issues continue, as many people are not returning to their pre-covid employment, and many have chosen to leave their previous industries all together. This is once again preventing some businesses from launching or expanding. We are seeing a lot of interest in independent contractors; however, we suspect that in some industries the market will quickly become saturated (Coaching, Digital Marketing, Online Instructors, Real Estate).

The funds allocated as our payment for RRRF administration came with restrictions we were not expecting, and forced us to re-evaluate planned programming, which will not move forward now, unless funding from grants or interest transfers are approved.

Communication from CFNA (Community Futures Network of Alberta) remains challenging, and the relevance of PanWest is highly questionable.

Without an increase in core funding, or revenue generation opportunities we will not be able to expand our services further. We may have little choice but to begin charging for many of our services to cover expenses.

**SECTION 3**  
**COVID-19 Summary**

**Please describe how your organization utilized the funds provided for RRRF administration costs (if applicable). Note: These are the funds provided by the CF Association.**

Due to the restrictions placed on these funds we were not able to use them as originally intended and consequently we have not spent any of these funds yet. We will be offsetting part of our BA's salary, and associated audit costs until the end of the RRRF program, or the funds are exhausted.

**SECTION 4**  
**Success Stories**

**Please provide three success stories with a short description of the role your organization played and why you feel this is a success for the community. This can include RRRF or pandemic-related success stories. Note: Please ensure you have approval from the client to include their success story.**

PrairiesCan uses these stories to demonstrate the impact of the CFs in the regions and to outline concrete examples of positive outcomes for stakeholders.

Client Name	Service Provided <i>(loan, business services, comm. planning &amp; implementation)</i>	Description should include: <ul style="list-style-type: none"> <li>• Did it align with GOC/PrairiesCan Priorities?</li> <li>• What role did the CF play?</li> <li>• Describe how this project/loan/service/initiative made a difference in the client's organization and/or community?</li> <li>• What were the final outcomes* from the activity?</li> <li>• How has this positively affected the community?</li> <li>• How has this service enhanced the economy in the community?</li> </ul> <b>(6-8 sentences)</b>
		<p>Lemonade Day teaches kids how to run their own business – a Lemonade Stand. It aligns with the GOC/PrairiesCan priority of youth entrepreneurship.</p> <p>Our Community Futures Office acts as the lead on the Lemonade Day Program. CFTR first piloted the program in 2018 in our region alone and in 2022 there will be 11 other offices joining the program under our direction. CFTR coordinates all the registration, advertising, and onboarding guidance of new regions.</p> <p>Lemonade Day isn't just a kid's activity it is a community event that brings the whole area together. Children that participate in Lemonade Day "rent" locations in their towns to set up their Lemonade Stand, allowing them access to high traffic areas. This unique aspect alone offers many rural kids the opportunity to access foot traffic for their Lemonade Stand, that they could never access from their acreage or farm. The partnership between businesses and participating youths helps to establish community relationship that youth otherwise may never have. The program also encourages kids to approach their local town for a "business license" for many kids this is their first interaction with their local municipality's offices, administration staff and council members.</p> <p>The lessons of Lemonade Day encourage the participants to Save Some, Spend Some and Share Some. Through this, Lemonade Day encourages the kids to give back to others and almost all the Lemonade Stands will pick a charity to support</p>

		<p>and donate a portion of their proceeds to it. The charities chosen by the kids are often close to home and benefit a local organization in their community.</p> <p>Many of our Lemonade Towns have embraced Lemonade Day as a town event and created a celebration and even a tourism draw around it.</p> <p>Lemonade Day has been very well received by communities, participants, and parents.</p> <p>Lemonade Day 2018 (approx.):</p> <ul style="list-style-type: none"> <li>· 213 Kids Registered,</li> <li>· 67 finished the program</li> <li>· 23 Stands in 7 towns</li> </ul> <p>Lemonade Day 2019 (approx.):</p> <ul style="list-style-type: none"> <li>· 624 Kids Registered,</li> <li>· 114 finished the program</li> <li>· 179 Stands in 24 towns</li> </ul> <p>Lemonade Day 2021 (approx.):</p> <ul style="list-style-type: none"> <li>· 696 Kids Registered,</li> <li>· 155 finished the program</li> <li>· 94 Stands in 26 towns</li> </ul> <p>Lemonade Day has had a positive effect on the students that participate, many have gone on to run year-round businesses. In addition, each year the kids that return gain greater knowledge and their stands and products become more impressive. In addition, many of our Lemonade Towns have embraced Lemonade Day as a town event and created a celebration and even a tourism draw around it.</p>

\*Examples of possible outcomes: successfully guided companies to diversify and adapt during the COVID-19 pandemic, jobs created or maintained, growth in sales, new office(s) opened, new product(s) or service(s) created, impact on the community, successfully assisted companies to enter new markets, new export sales, investment attracted to a business, successful joint venture established, etc.

**SECTION 5**  
**Alignment with Government of Canada and PrairiesCan Priorities in key areas**

**Please describe the initiatives or projects your organization was involved in that aligned with the PrairiesCan 2021-22 operational priorities listed below:**

**Inclusiveness: Enhance** economic well-being and prosperity of under-represented groups in the Prairies. PrairiesCan’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. PrairiesCan will focus on supporting select clusters within: clean technology; value-added agriculture; advanced manufacturing; digital industries; clean resources; and health and biosciences.

	Strategy	Project/Initiative (2 – 3 sentences)	Outcome Achieved
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**CF NAME: ENTER CF NAME HERE**  
**Fiscal Year: 2021-22**  
**ANNUAL PERFORMANCE REPORT**

1 (a)	Inclusiveness – primary focus on Indigenous peoples and women	None	
1 (b)	Inclusiveness – secondary focus on youth and persons with disabilities	None	
2	Cluster growth – focus on specialized clusters within: clean technology; value-added agriculture; advanced manufacturing; digital industries; clean resources; and health and biosciences.	None	

**SECTION 6**  
**Performance Indicator Variance**

In the table below, please ensure a detailed explanation is provided if your organization did not meet an MPS.

Performance Indicator	2021-22 Target	2021-22 Actual	If you did not meet an MPS, please provide a detailed explanation and a plan for ensuring the MPS will be met in 2022-23.
Indicate which Group the CF is in:		<b>Choose your assigned group Group 2</b>	
Total # of community-based projects (New PLUS Ongoing)	2	2	
# of business training session participants	100	207	
# of business advisory services	300	420	
\$ value of loans (*)	12	1	Covid
# of loans (*)	<b>400,000</b>	9,000	Covid
# of Projects/Initiatives that align with GOC/PrairiesCan priorities and (PLUS) # of Loans that align with GOC/PrairiesCan priorities	2	0	Covid

\*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/PrairiesCan priorities and (PLUS) # of Loans that align with GOC/PrairiesCan priorities	3	2	1

**SECTION 7**  
**CF Web Reporting**

Please provide the link to the 2021-22 Performance Results posted on your website.

<b>2021-22 Performance Report on Website</b>	Website under Development
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**SECTION 8**  
**Loans over \$150,000**

Did your CF provide loans over \$150,000 in total to an organization in 2021-22 (i.e., include previous loans still outstanding)?  Yes

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

File #	Amount	Rationale for Loans over \$150,000
R1819Q4#011	407,137.77	Previously reported

**SECTION 9**  
**Syndicated Loans**

Did your CF participate in any syndicated loans in 2021-22?   No

**SECTION 10**  
**Loans with Interest Rates Less than Prime Plus 2% (Excluding RRRF Loans)**

In 2021-22, did your CF provide loans with interest rates less than prime plus 2%, excluding RRRF Loans?   No

**SECTION 11**  
**Investment Fund**

1. PrairiesCan Investment Fund Activity as of March 31, 2021

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
770210	12	25968.08	1
\$		\$	

2. Equity Investment / Related Entities / Subsidiaries as of March 31, 2022

Does your CF have investments in equity, related entities or subsidiaries as of March 31, 2022?   No

3. FOR THOSE CFs WITH A FIVE-YEAR AGREEMENT: Interest transfers up to 75% of net growth (net growth = interest and other revenue – bad debt and other expenses) up to a maximum of \$100,000

Did the CF transfer interest in 2021-22?  Yes

If Yes, please list all interest transfers amounts, the activities, and the PrairiesCan Investment Fund type. Note: Your updated policy on interest transfers should have been provided to PrairiesCan. If not, please attach to this report.

Activity	PrairiesCan Investment Fund Source	Amount Transferred

4. Interest transfers above 75% of net growth (net growth = interest and other revenue – bad debt and other expenses) or \$100,000 (not included in Section 3), and all interest transfers for those with two-year agreements

Did the CF transfer more than 75% of net growth or \$100,000 in 2021-22?  Yes

If yes, please list all interest transfer amounts, the activities, the PrairiesCan Investment Fund type, and PrairiesCan approved date. Note: Your updated policy on interest transfers should have been provided to PrairiesCan. If not, please attach to this report.

Activity	PrairiesCan Investment Fund Source	Amount Transferred	Amount and Date PrairiesCan Approved
General Operations	Non Repayable	88,112	
Youth in Business, Lemonade Day, CFTP	Non-Repayable	29,371	

**SECTION 12**

**Appeals**

1. Please indicate the number of appeals the CF received in 2021-22. If there were no appeals, please enter “0” in the box.

<b>Number of Appeals</b>	0
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**SECTION 13 - OPTIONAL**

**Highlights**

1. This section is optional and is provided for you to showcase 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.

### **SUBMISSION INSTRUCTIONS**

- **PrairiesCan does not require a signed copy of the Annual Performance Report as the Board Motion will demonstrate Board approval.**
- Please utilize the [PrairiesCan portal \(https://account.wd-deo.ca/en-CA\)](https://account.wd-deo.ca/en-CA) to upload the document **by May 31, 2022.**
- Please upload a copy of your Annual Performance Report in WORD format only. Please do not submit a PDF format.
- **Make sure to click the "Notify Officer & Exit" button to complete the upload.**
- If there are any issues, feel free to contact your PrairiesCan officer.