

## 1. REPORT INTRODUCTION

**This reporting tool is designed for:**

- RPAY staff and key contractors
- RHEAL Leaders
- Contractors delivering workshops on behalf of RPAY
- **Groups who have borrowed skis, snowshoes or kicksleds from the WAFL Lending Library**

**To complete this report, you will need information about the activity or program you delivered including:**

- total number of participants
- a full description of the program or activity
- an estimated total cost that includes your time, materials, travel, etc.

Your report will be shared with RPAY board members, RPAY's funders, Yukon Government officials including the Minister of Community Services, and others. Please report accurately and write in a way that can be distributed publicly. You can find examples by clicking on [RPAY's online program map](#).

**If you have any questions before you begin, please contact [Caroline by email](#).**

\* 1. What is the title or name of the program or activity (resource, training, etc.) on which you are reporting?

For example:

- Archery
- Kids in the Kitchen
- Nordic walking Leader training
- Snowshoe Loan
- Free Family Swim Day

**Enter for Q1 - WAFL Library Loan and for Q2 - the date you picked up equipment and the date you returned equipment**

\* 2. Please indicate for this activity:

the date it started

MM	DD	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

the date it ended

<input type="text"/>	<input type="text"/>	<input type="text"/>
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\* 3. This activity took place in:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Beaver Creek    | <input type="checkbox"/> Haines Junction | <input type="checkbox"/> Tagish           |
| <input type="checkbox"/> Burwash Landing | <input type="checkbox"/> Marsh Lake      | <input type="checkbox"/> Teslin           |
| <input type="checkbox"/> Carcross        | <input type="checkbox"/> Mayo            | <input type="checkbox"/> Watson Lake      |
| <input type="checkbox"/> Carmacks        | <input type="checkbox"/> Mount Lorne     | <input type="checkbox"/> Whitehorse       |
| <input type="checkbox"/> Dawson City     | <input type="checkbox"/> Old Crow        | <input type="checkbox"/> out of territory |
| <input type="checkbox"/> Destruction Bay | <input type="checkbox"/> Pelly Crossing  | <input type="checkbox"/> Not applicable   |
| <input type="checkbox"/> Faro            | <input type="checkbox"/> Ross River      | <input type="checkbox"/> Other            |

\* 4. I am reporting on (choose one only):

Select "WAFL Equipment Library Loan"

**6. WAFL LENDING LIBRARY REPORT**

Please provide the following information about the ski, snowshoe and/or kicksled equipment borrowed from the WAFL Lending Library. Your feedback helps us explain to our funders the value of the Lending Library program and to continue our efforts to get Yukoners more active outdoors and in winter.

16. Please tell us...

The name of your group/organization

17. What type of equipment did you borrow? When it was used? Check all boxes that apply.

	Cross Country Ski Equipment	Snowshoes	Kicksleds
used during school	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
used after-school (3-6 pm)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
used on weekends and in evenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

18. Please provide information on how you used the equipment.

How many people were able to ski, snowshoe and/or kicksled because of the equipment?

The average number of days each week equipment was used:

The average number of weeks we used the equipment was:

On average, how many minutes each session were participants moderately to vigorously active?

19. Do you want to borrow equipment next year?

Yes

No

Unsure

If yes, what type of equipment and how much?

## 7. COMPLETING THE REPORT

\* 20. To complete your report:

- Select "my name is not listed" from the bottom of the list.  
Enter your first and last name and email in the text box.
- RPAY staff/contractors, select your name if it appears in the list.



Select "my name is not listed"

Please provide your name and email in the text box if your name does not appear in the drop-down menu above:

### 9. REFLECTIONS

The following questions ask you to reflect on your program or activity. Please provide a response if appropriate. Your insight helps RPAY adjust its programming to better suit Yukon needs.

23. What outcomes and/or successes did this activity achieve? What were the benefits for individuals and/or communities?

24. Please describe any significant challenges you encountered. How could these be minimized in the future?

25. Please use this space for any other comments you wish to share.