

ANNEX D

REPORTING REQUIREMENTS



Canadian
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Canada History Fund

Interim or Final Activity/Results Report Form

Reports produced by the recipient shall be submitted as per the Payment Conditions in Annex B, clause 6. With regards to Financial Reports requirements, the Recipient should also refer to Annex B, clause 7.

Final reports are mandatory. They perform a number of essential functions as they enable:

- The Recipient to fulfill its obligation of accountability to the Department;
- The Department to evaluate the outcomes of the funded projects;
- The Department to assess how the funded project contributes to the Canada History Fund's objectives and to measure its performance against the expected results as per Annex A.

The Department may seek more information and clarifications in order to fully ascertain that the terms of this Agreement were respected.

Information about the project

Name of organization: Sikh Heritage Museum of Canada

Name of project: Becoming Canadians Eh! The Sikhs

Full Agreement Period: April 1, 2018 – May 31, 2020

Date Report Submitted: November 30, 2020

Signature (person authorized for final report)

Pardeep S. Nagra

Name (please print)

Executive Director

Title (please print)

2019/09/11

Date (YYYY/MM/DD)

Project Activities

Describe how and to what extent the completed activities fulfil the Contribution Agreement (materials developed, dates, locations, number or participants, etc.).

The Sikh Heritage Museum of Canada embarked on the National Exhibition and Lecture series for the Becoming Canadians Eh! The Sikhs project. This was accomplished through extensive research and resource development both as exhibit materials, a book and poster as well as online. We tripled the number of heritage trail sites. The exhibit and talks took us across Canada with stops in Alberta, Manitoba, Ontario and British Columbia. In addition to sharing the Sikhs in Canada Timeline, we also exhibited the 10 artefacts 10 stories display to highlight over 150 years of Sikh history in Canada. Furthermore, we promoted the Canadian Sikh Heritage Trail, as well as discussing and engaging in conversations and talks about the pioneer and nation building history and civic life of Sikhs in Canada within the context of the resiliency against racism and discrimination and the great military legacy and contributions of Sikhs. We engaged in over 15 exhibits and talks, had over 20 000 in person contacts with the project, over 115 000 views on social media and disseminated close to 10 000 books and posters.

See summary report attached.

Provide an explanation for any discrepancies, if applicable.

Due to COVID-19 we were not in a position to have a final launch event based on the original project timeline, in addition, access to professionals (Accountant/Bookkeeper/Auditor) and key stakeholders (partners and design firm) was limited because of COVID-19. As a result an extension was sought and accepted. During this time we also had our website hacked which caused some valuable information to be lost and

reproduced. Until recently, we were still experiencing issues we were not aware of as a result of the hack. The APP although completed, must be approved by the host vendors before it is publicly available. We are currently waiting on this process. We also held our last event on Nov 30 in partnership with Minister Bains and Prime Minister Trudeau where we shared project details.

Results

Complete the Canada History Fund Data Reporting Table (attached).

See reporting table attached

Outcomes

Provide qualitative and/or additional information with regards to the immediate and intermediate outcomes for the full duration of the project as identified in Annex A of the Contribution Agreement. Describe how the project's outcomes are linked to those of the Fund.

See summary report attached.

Budget

Submit an audited financial report or financial statement, as per the Contribution Agreement (Annex B, clause 6.2). Were the expenses and revenues used as planned? Was the transfer of funds between expenditures categories clause respected (Annex B, clause 5)? If not, explain the discrepancies.

Project expenses and revenues for the Becoming Canadian Eh! The Sikhs were used as planned. In addition, the transfer of funds clause was adhered to and met as identified in Annex B, clause 5.

See attached audited report.

Marketing and Distribution

A - What documents or materials were developed during the duration of the agreement to promote and market your activities?

We solicited through email, phone, and in person requests for the traveling Timeline exhibit from across Ontario and Canada. As well, we developed posters and postcards to market our activities

B - Provide a summary on communications tools used such as newsletters, Facebook, Twitter, Google Analytics, etc. over the course of the agreement. Statistics must be provided in the Data Reporting Table Template.

The SHMC along with our partners used various social media communication tools including website, twitter, YouTube and facebook.

See summary report attached for more details.

Official Languages

Provide a summary of the actions taken with regards to Official Languages requirements over the course of the agreement, as outlined in Annex A of the Contribution Agreement.

When and where possible materials and resources were provided in Official Languages, these included Sikhs in Canada Timeline and exhibit, Sikh Canadian Heritage Trail and exhibit, and What the Facts and Figures Booklet.

Media Coverage

Provide a synopsis of media coverage and sampling of articles and testimonials relating to the project.

The Sikh Heritage Museum of Canada received local, provincial, and national media coverage in print and on tv for activities and events as part of the Becoming Canadians Eh! The Sikhs Project. The reach through media is well over 500 000.

Sampling of articles...

<https://www.mississauga.com/news-story/8797058-sikh-heritage-museum-of-canada-receives-300k-in-federal-funding/>

<https://www.cbc.ca/news/canada/manitoba/sikh-photo-recreated-winnipeg-1.5077577>

<https://calgary.ctvnews.ca/the-military-museums-opens-exhibit-recognizing-sikh-military-contributions-1.4363346>

<https://www.cbc.ca/news/canada/calgary/military-museums-sikhs-canada-1.4871477>

<https://www.cbc.ca/news/canada/calgary/alberta-sikh-immigrants-history-1.4832501>

<https://www.cbc.ca/news/canada/manitoba/winnipeg-celebrates-birthday-sikhism-founder-1.5356603>

<https://dailyhive.com/vancouver/april-sikh-heritage-month-canada-sukh-dhaliwal-2019>

For a full synopsis of media coverage and sampling of articles and testimonials please see summary report attached.

Additional Information

Indicate any other elements you would like to share with the Canada History Fund.

Please see summary report attached – specifically impact and legacy sections.

Another primary goal of the Becoming Canadian Eh! The Sikhs project was to develop and engage learning materials and learning activities with educators and specialists to use new knowledge and resources to promote learning opportunities about Canada’s history, civics and public policy through a Sikh lens beyond the term of the project. Many educators and specialist continue to express interest in the resources and talks. This includes Mathew Ramcharan with the Canadian Forces and Maya Sade a teacher with the Peel District School Board.

Another lasting legacy the Sikh Heritage Museum of Canada engaged through the project was working closely with the office of MP Sukh Dhaliwal was the establishment of Sikh Heritage Month across Canada through the passing of Bill C-376, an act to designate the month of April as Sikh heritage month. This will engage Sikhs and Canadians for decades and generations and support further networks across the provinces and territories as they all come on board to celebrate Sikh Heritage Month.

With both the extensive research and the establishment of many critical resource assets, the Sikh Heritage Museum will continue to build them up and adapt them into other new resources, this includes plans to use selected illustrated images form the book to create a children’s colouring book

Furthermore, our online webinar – Brothers in Arms in partnership with the City of Mississauga has been preserved and is a stand-alone presentation resource that continues to be engaged.

As mentioned earlier but something that can’t be stressed enough, the value in the establishment of French language Sikh resources cannot be underestimated. It fulfils a critical need of information and resources available in both official languages going forward both within the Sikh community and for the wider Canadian community.

The Sikh Heritage Museum of Canada also invested an extraordinary amount of time and resources towards community capacity building, a key feature towards not only sustainability but growth and legacy. We nurtured and enhanced existing relationships, networks, and partnerships and created new ones as well, and the impact and results have been nothing short of remarkable. This included supporting Indus Media Foundation to secure funding for heritage projects, assisting Sikhs in Manitoba in establishing the Sikh Heritage Manitoba organization, and providing guidance and support to associate professor and principal investigator from Mount Royal University, Michael Hawley for the Alberta Sikh History Project, and providing funds to Dr. David Gray (Grayhound Information Services) for his publishing work on the history of Sikhs in BC which focused on their participation in the community of Tod Inlet.

Acknowledgement

Ensure the project contains proper acknowledgement of funding assistance as per the Contribution Agreement, clause 5 – p.1. The guidelines to follow for public acknowledgment of funding assistance, including the proper use of the Canadian Heritage signature and the Canada word mark are found at the following address:
<http://pch.gc.ca/pc-ch/peaf-pafa/index-eng.cfm>

Internal use only

Report accepted	Program officer	Comments
<input type="checkbox"/> Yes		
<input type="checkbox"/> No		