

# **Pierce County Arts Commission**

## **Final Report for Arts Education Grants**



### **Pierce County Arts Commission's Goals**

- Increase access to the arts for all Pierce County residents
- Develop and implement educational programs and activities in the arts as an integral part of basic education
- Develop the arts industry as a viable and significant tool for economic and community development
- Celebrate cultural diversity in Pierce County

Completion of this Final Report is a condition of your grant from the Pierce County Arts Commission. The Final Report, required attachments and **accompanying invoice** must be submitted by the date specified in your grant contract. Please mail to:

Pierce County Arts & Cultural Services Division  
Pierce County Arts Commission  
3602 Pacific Avenue, Suite 200  
Tacoma, WA 98418

1. **APPLICANT ORGANIZATION**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

PROJECT CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

ORGANIZATION AUTHORIZING OFFICIAL \_\_\_\_\_ PHONE \_\_\_\_\_

2. **INDIVIDUALS BENEFITING**

- Number of students benefiting \_\_\_\_\_
- Number of teachers benefiting \_\_\_\_\_
- Artists directly involved in providing services for this project \_\_\_\_\_
  - How many live in Pierce County \_\_\_\_\_
- All others benefiting (community members attending performances/events) \_\_\_\_\_
  - % From City of Tacoma \_\_\_\_\_
  - % from other Pierce County locales \_\_\_\_\_
  - % from outside Pierce County \_\_\_\_\_
- Number of volunteers participating \_\_\_\_\_
- % of audience from underserved\* communities \_\_\_\_\_  
(\* low income, ethnic minorities, geographically isolated, disabled, senior citizens)

3. **PROJECT SUMMARY/EVALUATION**

Please attach a concise summary of the project as it actually occurred, including a dated schedule of all events related to the project.

Provide an evaluation of the project, addressing its successes and disappointments, accomplishment of objectives, what changes you would make in the future, and how the project supported the goals of the Pierce County Arts Commission (see cover page).

4. **PROJECT DOCUMENTATION**

Please provide support documentation for this project, including copies of promotional materials, press coverage, audience evaluations and photos.

5. **FINANCIAL DOCUMENTATION**

Complete the attached budget pages. **Be sure to attach an invoice billing the Pierce County Arts Commission for the grant amount**, including copies of paid invoices equal to or exceeding the grant amount.

6. **CERTIFICATION**

We certify that the content of this Final Report is true and correct, and that all expenditures were incurred solely for the purpose of the project described herein.

AUTHORIZING OFFICIAL \_\_\_\_\_

PROJECT COORDINATOR \_\_\_\_\_

DATE \_\_\_\_\_

**Project Budget:** Please indicate actual income & expenses for this project only, not your entire organization.

**PROJECT EXPENDITURES**

	Cash	In-Kind
	<u>Expenditures</u>	<u>Contributions</u>
<b>Personnel</b>		
_____		
_____		
_____		
_____	\$ _____	\$ _____
<b>Supplies/Materials</b>		
_____		
_____		
_____	\$ _____	\$ _____
<b>Curriculum Development/Training</b>		
_____		
_____		
_____	\$ _____	\$ _____
<b>Assessments and Documentation</b>		
_____		
_____		
_____	\$ _____	\$ _____
<b>Transportation (Who and Where)</b>		
_____		
_____		
_____	\$ _____	\$ _____
<b>Other Expenses (Identify)</b>		
_____		
_____		
_____		
_____	\$ _____	\$ _____
<b>Total Cash Expenses/In-Kind Contributions</b>	<b>\$ _____</b>	<b>\$ _____</b>

**PROJECT REVENUES**

**Cash  
Revenue**

**Earned Income**

Admissions \$ \_\_\_\_\_

Sales (Vendor/Booths, ads, commodities) \$ \_\_\_\_\_

Fees Charged to Participants \$ \_\_\_\_\_

Other Earned Income:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

**Contributed Income**

Corporate/Business Support:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Foundation Support:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Other Donations (include a total of all individual(s) donations):

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

**Pierce County Arts Commission :**

\$ \_\_\_\_\_

**Total Cash Revenue**

**\$ \_\_\_\_\_**