



FY 2016 Final Report

Creation Grant

Requirements:

- Adobe Acrobat Pro or Adobe Acrobat Reader (<http://get.adobe.com/reader>)
- Mac users must install Adobe Acrobat/Reader. Mac Preview will not work with fillable PDF forms.
- Do not attempt to complete fillable forms with your internet browser.

Instructions:

- Please send completed report by your deadline date to Sarah Mutrux: smutrux@vermontartscouncil.org
- Contact Sarah with questions regarding this report: 802-828-5425

Applicant Profile

1. Applicant or Organization Name:
2. Name of person filling out this report:
3. Is this the same person who completed the grant application?
4. Phone number:
5. Email Address:

Statistics

6. Type of Activity:
7. Project Discipline:
8. Number of Adults Engaged:
9. Number of Children/Youth Engaged:
10. Total Number of Artists Engaged:
11. Total Number of Individuals Engaged:

13. Total Number of Vermont Artists Engaged:

14. Number of Artists Paid for their Work :

15. Population Benefited - Race/Ethnicity

Select all categories that made up 25% or more of the population that benefited from the activities.

Use ctrl or command key to select multiple categories

16. Population Benefited - Age

Select all categories that made up 25% or more of the population that benefited from the activities.

Use ctrl or command key to select multiple categories

17. Population Benefited - Distinct Groups

Select all categories that made up 25% or more of the population that benefited from the activities.

Use ctrl or command key to select multiple categories

18. Primary Strategic Outcome:

Activity Location:

If the grant supported any of the activities below, provide the address(es) of the venue(s) where those activities took place.

- The Creation of New Work;
- Filming, Recording, or Taping;
- Conducting a Concert, Performance, or Reading;
- Exhibition of Work.

Venue One

Venue Name

Venue Address 1
Address 2

City

State

ZipCode

Number of Days at This Venue

Venue Two

Venue Name

Venue Address 1
Address 2

City

State

ZipCode

Number of Days at This Venue

Narrative

Activity

1. Describe the activity supported by grant funds. If the implementation of the project differed from the original plan, describe the changes. Be specific. Include information about any performances, presentations, exhibitions, etc.

Goals

2. Reference the three major goals and expected outcomes listed in your grant application. Were you able to meet these goals? If so tell us how; if not tell us why not. Be specific.

Impact on your Work/Career

3. Did the project have a positive impact on your work, your career as an artist and/or on your skill development? What were you able to do with grant funding that you wouldn't have been able to do without it?

Publicity/Public Interaction

4. How did you promote your activities and interact with an audience (community members, other artists, legislators, etc.) How did you let them know about funding from the Vermont Arts Council and the National Endowment for the Arts?

Budget

You were asked to present an estimated budget in your application. Present a budget here that reflects the actual cost of the project for which you received funding. NOTE: Expenses should equal income.

A. EXPENSES - Personnel

Administrative

Artistic

Technical/Production

Other outside fees and services

B. EXPENSES - Non-personnel

Space rental

Technical/Production

Marketing/Advertising

Accessibility

Travel/Lodging

Materials/Supplies

Other

C. TOTAL EXPENSES

D. IN-KIND - Personnel

Administrative Artistic

Technical/Production

Other outside services

E. IN-KIND - Non-personnel

Space rental

Technical/production

Marketing/Advertising

Accessibility

Travel/Lodging

Materials/Supplies

Other

F. TOTAL IN-KIND CONTRIBUTIONS

G. INCOME - Earned

Admissions

Contracted services

Other earned income

H. INCOME - Private Contributions

Corporate/Business

Foundation

Individual

Other private

I. INCOME - Government

Local

Regional/State

Federal

J. Applicant Cash

K. Subtotal Income

L. Grant Award Amount (Income)

M. TOTAL INCOME

Budget Narrative

Explain how you arrived at the numbers in your budget.

For example, if you show a \$400 expense for marketing, tell us what you purchased (brochure, print ad, and so on):

Marketing: \$400.

-This included a brochure for \$150, a print ad for \$100, and post cards for \$150.

Support Materials

Your shared story advocates for the arts, demonstrates accountability, and reflects the essential role the arts play at the center of Vermont communities. Images and other media are an easy and potentially powerful way to share your work.

1. Submit up to five files. Images should be of print quality (the original image having a minimum of 1800 pixels on at least one side).

Attach the files to an email sent to the Council's secure Box account.

Email to: upload.Creatio.4ydkhyx1tw@u.box.com

In the email, include a short description of each file, including:

- the name of the activity and your organization
- the names of the participants if appropriate
- the photographer's name if appropriate
- any credit(s) for work that must be acknowledged

2. **I give the Vermont Arts Council permission for publication of parts of this report including photos, videos, and other materials submitted as supporting documentation.**

Submit

Once the form is complete:

- please review your work to ensure accuracy
- save the document to your computer
- click the Submit button below to submit the file via email

You may, alternatively, send an email to Sarah Mutrux with the document attached to: smutrux@vermontartscouncil.org