

Arts & Cultural Council for Greater Rochester
FINAL REPORT FORM
for 2014 CAPACITY BUILDING GRANTS and DECENTRALIZATION (DEC) GRANTS
DUE 30 DAYS AFTER COMPLETION OF PROJECT AND NO LATER THAN JANUARY 31, 2015

Organization _____

Mailing Address _____

Contact Person _____ Title _____

Phone _____ E-mail _____

Amount of Grant: \$ _____ Grant type: ___Capacity Building ___DEC

Signature: _____

*Repeat and answer questions on a **separate page. Please type.***

1. Please briefly describe your project. **For DEC grants**, include the following information:
 - Dates of events.
 - Size and type of audience: ___Adult ___Senior ___Teen ___Children 12 & under.
 - If particular ethnic group, please specify.
2. Please describe any significant and/or unexpected successes that you experienced in the completion of your project. Please refer back to the specific goals and objectives described in your application.
3. Please describe any significant and/or unexpected challenges that you experienced in the completion of your project. Were you required to change your project in any way? **Explain any variances in any budget line item or participation figures greater than 10%.**
4. What changes would you make in the future to improve your project?
5. **For Capacity Building Grants:** Describe how your grant project improved management, developed audiences, strengthened fundraising, or enhanced operating efficiencies.
For DEC Grants: Describe how your grant project addressed community needs, involvement, and support.
6. How did your organization benefit from your grant? Do you have any suggestions for improvement or changes in the Capacity Building or DEC Programs based on your experience over the past year?
7. **For DEC grants:** Describe how your organization publicized your grant project. Attach copies of press coverage and other promotional materials, e.g., posters & programs.

REFER BACK TO YOUR 2014 MICROSOFT EXCEL BUDGET FILE AND COMPLETE THE SHEETS MARKED "FINAL REPORT." They include your final Budget and In-Kind Gifts. **For DEC grants**, they also include your Participation numbers. Data from your proposal will automatically be filled in.

Return to: Community Arts Grants
Arts & Cultural Council for Greater Rochester
200 Ridge Road West Suite 214
Rochester, NY 14615