

**BROOME COUNTY ARTS COUNCIL  
2016 UNITED CULTURAL FUND INTERIM GOS REPORT FORM  
Due by August 15, 2016**

ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME & TITLE OF PERSON REPORTING: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF PERSON REPORTING: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

***PROGRAMS, SERVICES & OPERATIONS:***

On a separate sheet of paper, please write a few paragraphs to describe your organization's activities and use of the grant since it was awarded. Summarize progress or changes in programs, services, personnel, other operational resources and financials since your original grant proposal was submitted. Describe any developments in your fundraising initiatives and marketing efforts; audience building; community and artistic outreach; artistic and/or organizational collaborations. **We are interested in any problems you've encountered and the steps you are taking to address them.**

***FINANCES:***

Please complete the attached **Interim GOS Financial Report Form**.

***GOVERNANCE:***

Please submit an updated list of your Board of Directors, their terms of office, and affiliations. How often does your board meet? Do any Board members receive compensation from your organization? If so, please describe.

***ADDITIONAL INFORMATION:***

Include any additional information that you think is relevant, including but not limited to copies of publicity, promotional materials, press coverage, attendance statistics, audience/client demographics, etc.

***Return to:*** Broome County Arts Council, 81 State Street, 5<sup>th</sup> Floor, Binghamton, NY 13901  
by no later than August 15, 2016. *Submission required before release of September grant payment.*

## 2016 Interim GOS Financial Report Form

Please provide the requested information for your last completed fiscal year and your current fiscal year (full year budget, actuals to date).

	Last <b>Completed</b> Fiscal Year		Current Fiscal Year	
	Year End Date: _____		Period End Date: _____	Actual to Date
	Budget	Actual	Annual Budget	Actual to Date
<b>INCOME:</b>				
Admissions				
Contracted Services				
Tuition/Class & Workshop Fees				
Gross from Fundraising Events				
Advertising & Sponsorship				
Other earned revenues				
<b>TOTAL Earned Income</b>				
Corporate/Business Support				
Foundation Support				
United Cultural Fund Support				
Other Private/Individual Support				
<b>TOTAL Unearned/Non-government Support</b>				
Federal/NEA				
Federal/Other				
State (include NYSCA funding)				
County				
Municipal				
<b>TOTAL Government Support</b>				
Other Unearned Support				
<b>TOTAL Income</b>				

<b>EXPENSES:</b>				
Personnel-Administrative				
Personnel-Other Operating				
Other Outside Fees and Services				
Fundraising Expenses				
Space Rental				
Travel				
Other General & Administrative Expenses				
<b>Total General &amp; Administrative Expenses</b>				
Personnel-Artistic				
Personnel-Technical/Production				
Outside Artistic Fees and Services				
Marketing Advertising				
Space Rental				
Other Program/Production Expenses				
<b>Total Program Expenses</b>				
<b>TOTAL Expenses</b>				
<b>NET INCOME / FUND SURPLUS (DEFICIT)</b>				
<b>IN-KIND CONTRIBUTIONS:</b>				
In-Kind Goods and Services/In-Kind Space				
In-Kind Services From Artists (do not include above)				

	Last Complete	Current
	Fiscal Year	Fiscal Year
	Year End Date:	Period End Date:
<b>ORGANIZATIONAL ASSETS</b>		
Non-Restricted Assets:		
Cash & Short-Term Investments		
Grants Due		
Other Non-Restricted Current Assets		
Long-Term Non-Restricted Investments		
<b>Total Non-Restricted Assets</b>		
Restricted Cash & Investments		
Property and other Long-Term or Restricted Assets		
<b>Total Assets</b>		
<b>ORGANIZATIONAL LIABILITIES</b>		
Credit Card and other Short-Term Liabilities		
Mortgage and other Long-Term Liabilities		
<b>Total Liabilities</b>		
<b>ORGANIZATIONAL FUND BALANCE</b>		
Net Income		
Retained Earnings		
<b>Total Fund Balance</b>		