

**FREDERICK ARTS COUNCIL FINAL REPORT**

**FY 2020 CAD GRANT**

Please complete this form in its entirety and return it by Friday, August 21, 2020 to:

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| **Community Arts Development Grant****Frederick Arts Council, Inc.****11 West Patrick Street, Suite 201****Frederick, MD 21701-5511** |

This report may also be handwritten as long as it is legible.

**No future grants will be considered unless final reports on all past awards have been submitted.**

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| **1. ORGANIZATIONAL INFORMATION** |
| a. Organization: b. Address: c. City: State: **MD** ZIP: d. Website address: e. Executive Director, Board Chair or President: f. Primary organizational contact if not listed above:g. Person completing final report:h. Treasurer:  g. E-mail address: h. Phones: (day): (evening): i. Fax: Cell:How often is phone mailbox checked?***If any of your organization’s information has changed in the last six months, please highlight the changes*** | **2. FY 2020 GRANT**a. Grant amount: $ b. Grant type: *(please check)* General Operating\_\_\_\_\_ Or Program/Project\_\_\_\_\_\_ |

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| **3. INFORMATION ON GRANTING ACTIVITY** |
| 1. Give a brief description of the arts activities for which the FY2020 grant was received. If your organization was impacted by COVID-19 please describe the adaption, evolution, and rescheduling of those activities, as necessary. FY 2020 CAD funds can be spent in FY21 if COVID-19 related changes such as rescheduling’s make this necessary. The funds can also have been spent on alternative arts programming and operations than those originally proposed due to COVID-19.
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| **b.**  Please provide one sample envelope/packet of programs, promotional materials, news clips, reviews, invitations, photographs, etc. Please highlight Frederick Arts Council funding support acknowledgement. *Make sure that each item is identified with the organization name. Please do not send your only copies, as they will not be returned.* |

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| **4. FINANCIAL INFORMATION** **a. FY 2020 Budgetary Information**  |
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|  *(please round to nearest dollar)*  |  **FY 2020 BUDGET ACTUAL** |
| **CASH EXPENSES** |  |
| 1. Personnel-Administrative |  |
| 2. Personnel-Artistic |  |
| 3. Personnel-Technical/Production |  |
| 4. Personnel-Educational |  |
| 5. Outside Fees & Services-Artistic |  |
| 6. Outside Fees & Services-Educational |  |
| 7. Outside Fees & Services-Other |  |
| 8. Space Rental |  |
| 9. Travel/Lodging/Transportation |  |
| 10. Marketing |  |
| 11. Educational Programming Expenses |  |
| 12. Remaining Allowable Expenses |  |
| 13. Total Allowable Expenses |  |
| 14. Non-Allowable: Capital-Acquisitions |  |
| 15. Non-Allowable: Capital-Other |  |
| 16. Non-Allowable: Expenses-Other |  |
| **17. TOTAL CASH EXPENDITURES** |  |
| CASH INCOME |  |
| 18. Admissions |  |
| 19. Contracted Services Revenue |  |
| 20. Other Revenue from Operations |  |
| 21. Corporate Support |  |
| 22. Foundation Support |  |
| 23. Other Private Support |  |
| 24. Government Support-Federal |  |
| 25. Government Support-State/Regional |  |
| 26. Government Support-Local |  |
| 27. Maryland State Arts Council |  |
| 28. Frederick Arts Council grant amount |  |
| 29. Total Allowable Income |  |
| 30. Non-Allowable: Revenues Raised for Capital or Endowment  |  |
| 31. Non-Allowable: Loans, Carryover, or Transfers |  |
| 32. Non-Allowable: Income-Other |  |
| **33. TOTAL CASH INCOME** |  |

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Notes: please attach an additional separate page for notes or explanations: if Income and Expense totals differ from each other, if there is a significant total change from one year to the next, if any particular budget line item is significantly different than expected or if you need to explain significant in-kind (non-cash) income or expense.

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| 4.b. MATCHING FUNDS:  (*subtract MSAC line 27 and FAC line 28 from Total Revenue line 33)* |
|  | Total Income from all sources *(line 33 above)* |
|  | Less Maryland State Arts Council grants *(line 27 above)* |
|  | Less Frederick Arts Council grants *(line 28 above)* |
|   \_\_\_\_\_\_\_\_\_\_\_\_ | Total Matching Funds  |

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| --- | --- |
| **4. c.** Total number of **individuals** benefiting from grants from the Frederick Arts Council CAD funds:  *For example, include ticketed & non-ticketed audiences, classes, members of the public, etc*. | Individuals |
| *Please explain how you came up with this amount:* |

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| **4. d.** Total number of **children/youth** benefiting from grants from the Frederick Arts Council CAD funds:  *For example, include ticketed & non-ticketed audiences, classes, members of the public, etc*. | Children/Youth |
| *Please explain how you came up with this amount:* |

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| **4. e.** Total number of **artists** participating in activities with grants from the  Frederick Arts Council CAD funds:  *For example, include all performers, designers, arts technicians, arts workers, etc.* | Artists |
| *Please explain how you came up with this amount*: |

**5. CERTIFICATION:**

**I certify that all information contained in this report is true and accurate.**

Printed Name of Person Who Prepared the Report: Phone Number:

For Organization:

Title: E-mail address:

Signature: Date:

**Explanations or notes:**

Budget Explanations

Please complete this form in its entirety and return it on or before **August 21, 2020 by 4:00 p.m.**

**CAD Grant – Frederick Arts Council**

**11 West Patrick Street, Suite 201, Frederick, MD 21701**

Or email to info@frederickartscouncil.org. If you choose to email,

**a signed paper copy must also be postmarked by the deadline.**

Questions?: Call (301) 662-4190 or email info@frederickartscouncil.org