

**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. |
| **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** |
| |  |  | | --- | --- | | *(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** |  | |

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