

QuickFunds QUICKPROJECT FOR ORGANIZATIONS

Final Report

Award period July 1 to June 30 – Final Report due no later than July 31st

Organization _____

#Adults engaged in-person _____ Grant Number _____

#Youth (0-18 yrs) engaged in-person _____ Grant Amount Awarded _____

#Artists directly involved _____ Federal Tax ID# _____

NARRATIVE

Attach additional sheets as necessary

- 1) Compare the actual accomplishments of the project to those proposed in the application.
- 2) Explain the impact of this grant to applicant/community/region and the challenges encountered.

ATTACHMENTS

Please submit copies of programs, publicity, or other relevant material. Please submit two photos for publication use (attach photo credit form as needed).

FINANCIAL

Summarize below the actual project budget and identify the activities and expenses supported by the QuickFunds grant (receipts are not required).

EXPENSES	ICA Grant	Cash Match	In-Kind Match	TOTAL
Personnel/Admin (include salary & benefits)				
Production				
Outside Fees & Services				
Space/Facilities/Equipment Rental				
Travel				
Marketing/Promotion				
Other Expenses				
TOTAL				

(Required 1:1 cash or in-kind match)

Authorizing Signature: "I certify that I have complied with the guidelines, that I have met the requirements, and that all of the information contained in this report is true and correct to the best of my knowledge."

Authorizing Official (signature) _____
Date

Authorizing Official (print) _____
Title

Mail this form to Idaho Commission on the Arts, PO Box 83720, Boise, Idaho 83720-0008

FOR ICA OFFICE USE ONLY Program Director Review _____

Agency Approval _____

ACTIVITY LOCATION SUPPLEMENT

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The National Endowment for the Arts now requires the ICA to report the locations of all granting activities. This data is useful because it shows where grants have impact rather than where the check was sent.

For example, a theater group may perform at several different schools. By tracking these locations we can show that the grant affects many communities, not just one.

Name _____

e-mail _____

Grant Number _____

LOCATIONS

Indicate where each activity related to the grant took place and for how many days (if applicable).

Address	City	State	Zip	No. of Days