

Project Grants *for organizations*

Final Report



Organization: _____

Contact Name: _____ Position: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E-mail: _____

Website: _____

Total GRANT Awarded: \$ _____ Year Received: _____

Amount Received: \$ _____ **Amount Owning:** \$ _____

All grant recipients are required to submit a final report within 90 days of completion of a supported project.

Please complete this form and attach:

1. a brief **narrative description** of the project undertaken, noting any variances from what was approved in the original proposal, and reflecting on the impact of the grant in terms of:
 - the art form
 - the short- and long-term impact on the recipient organization and participating artists
 - public impact and dissemination (Who is your audience? How did you engage with your audience? How was public value created?)
2. a **financial statement** with actual revenues and expenses (complete the Final Report ACTUALS column on the *Detailed Budget Template* submitted with your application)
3. samples of **printed materials** (programs, flyers, brochures) and **press materials** (articles/reviews) related to the project

You may also include:

4. a CD with jpeg images (300dpi) related to the project for Winnipeg Arts Council public relations use. Please include accompanying image credits: name, description of work/image, photographer, etc.

