



**FY 2010 FINAL REPORT
ARTvantage GRANT PROGRAM**

Instructions for completing the Final Report:

1. **eGRANT deadline: August 31, 2010.** Final reports must be successfully submitted in eGRANT no later than 5:00 PM on August 31, 2010. If you do not successfully submit the final report by 5:00 PM on August 31, 2009, you must contact MSAC.
2. Follow these steps to access and complete the final report in eGRANT:
 - a. Go to MSAC's web site – www.msac.org
 - b. Click the eGRANT logo at the bottom of the homepage
 - c. Click the "Reports for ALL Grant Types" GO button
 - d. Type your existing login and password and click the LOGIN button
 - e. Locate your FY 2010 application and click on the green EDIT button across from the words Final Report
3. **In addition, the following documents must be delivered to MSAC by 5:00 PM on September 7, 2010 or officially postmarked before midnight on September 7, 2010.**
 - a. A paper version of the Final Report PDF with an original signature.
 - b. **Two copies** of at least two publishable professional quality photographs of project activities and/or resulting work **must** be submitted.
 - c. **One copy** of evaluation reports, if available
 - d. **One copy** of publications resulting from the project, if available
 - e. **One copy** of unsolicited testimonials from members of the target community, if available
 - f. Samples of your organization's FY 2010 *ARTvantage* marketing materials including brochures, invitations, announcements, and newsletters. These materials will be used to verify your compliance in acknowledging your MSAC grant as specified in the grant agreement and the Grant Recognition Guidelines. The Grant Recognition Guidelines are available on MSAC's website.

4. Acknowledgement of Arts Endowment Support and Disclaimer

- a. *Because ARTvantage* grants are supported with National Endowment for the Arts (NEA) Challenge America funds, you must acknowledge, in a prominent manner, NEA support in all materials and announcements, both audio and visual, regarding this award using the following language: “This project is supported by a grant from the Maryland State Arts Council and is funded in part by an award from the National Endowment for the Arts, which believes that a great nation deserves great art.”
 - b. You must also display, in a prominent manner, the NEA logo in association with the acknowledgement (link: www.arts.gov/manageaward/logos).
 - c. The NEA reserves the right to change the language of the required acknowledgement of Arts Endowment support, as well as the right to disallow the use of its logo and acknowledgement of NEA support.
5. A satisfactory FY 2010 final report must be submitted before grants awarded for FY 2011 will be released.
 6. Questions regarding the final report may be directed to Angela Lohr, Grants and Data Manager, at 410-767-6557 or alohr@msac.org.

MSAC STAFF USE ONLY

ARV 2010/ _____
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MARYLAND STATE ARTS COUNCIL

FY 2010 (July 1, 2009 through June 30, 2010) Final Report

<p>eGRANT DEADLINE: AUGUST 31, 2010 Successfully submitted in eGRANT before 5:00 PM on August 31, 2010.</p>	<p>PAPER VERSION DEADLINE: SEPTEMBER 7, 2010 Delivered to MSAC by 5:00 PM or officially postmarked before midnight on September 7, 2010.</p>
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Organization:

The answers to questions 1 and 2 may not exceed four pages.

1. Please describe the project activities and the direct benefits that they brought to the target communities.
2. Please describe the difference the project made to the target communities. As part of the description, explain how the difference has been (or will be) measured. Include anecdotes that illustrate the benefits of the project.
3. Arts Education: An organized and systematic educational effort with the primary goal of increasing an identified learner's knowledge of and/or skills in the arts with measurable outcomes. Please check the item(s) that best applies to this grant.
 - 01 50% or more of this project's activities are arts education directed to:
 - A. K-12 students
 - B. Higher education students
 - C. Pre-kindergarten children
 - D. Adult learners (including teachers and artists)
 - 02 Less than 50% of this project's activities are arts education directed to:
 - A. K-12 students
 - B. Higher education students
 - C. Pre-kindergarten children
 - D. Adult learners (including teachers and artists)
 - 99 None of this project involves arts education
4. Total Number of Individuals Benefiting _____
The total number of artists participating, children and youth benefiting, and other direct beneficiaries and participants.

5. Total Number of Artists Participating _____
The total number of artists directly involved in providing art or artistic services. Include living artists whose work is represented, regardless of whether the work was provided by the artist or by an institution.

6. Total Number of Children/Youth Benefiting _____
The total number of children and youth (including people under 18 years old, students, participants, and audience members) benefiting directly.

7. Total Amount of In-Kind Contributions \$ _____
The estimated dollar value of services or materials contributed. These services or materials may be of almost any nature, but they should never include cash contributions.

8. *ARTvantage* FINAL REPORT BUDGET

EXPENSES	AMOUNT
FINAL PERSONNEL EXPENSES	
FINAL PERSONNEL EXPENSES - TOTAL	
FINAL OTHER EXPENSES - consultant and artist fees, honoraria, contractual services, access accommodations, telephone, photocopying, postage, supplies and materials, publication, distribution, translation, personnel travel, transportation of items other than personnel, rental of space or equipment, and other project-specific costs	
FINAL OTHER EXPENSES - TOTAL	
FINAL TOTAL EXPENSES (FINAL PERSONNEL EXPENSES - TOTAL + FINAL OTHER EXPENSES = TOTAL)	

INCOME	AMOUNT
FINAL CASH INCOME - cash donations, grants, and revenues received for this project; cannot be from federal sources	
LINE A FINAL CASH INCOME - TOTAL	
FINAL IN-KIND CONTRIBUTIONS - donated space, supplies, volunteer services; must also be listed as direct costs under "Expenses;" identify sources	
LINE B FINAL IN-KIND - TOTAL (cannot exceed 25% of total)	
LINE C MSAC ARTvantage GRANT	
FINAL TOTAL INCOME (LINE A + LINE B + LINE C = TOTAL)	

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

Signature _____

Printed Name _____

Title _____

Date _____