

3. Did you achieve your goals? Explain how.

4. What methods were used for evaluating your program, project or activity?

5. How did your activities or program benefit the community?

6. Did you reach the audiences (in numbers) that you wanted to reach? Please explain.

BUDGET

Please submit your organization’s operating budget for the fiscal year for which you received the grant, including:

Expenses: administrative salary and wages; professional services (consultants, technician, etc.); artists fees or salaries (e.g. dancers, actors, musicians, storytellers); supplies and materials; production costs; promotions and publicity; and any other expenses.

Revenue: earned revenues (list ticket price, entry fees, concessions, other income); government grants; foundation grants; corporate contributions in-kind (provide complete list).

CERTIFICATION

The Board of Director’s has reviewed and approved this document submitted to the City of Berkeley in accordance with the conditions stipulated for receipt of civic arts grants funds. The undersigned hereby certifies that the information contained within this document is complete and correct to the best of his/her knowledge and that the original, supporting documents including receipts are on file in the organization’s office should and independent audit be required.

Signature of Board President, Organization
Executive Director or Other Authorized Agent

Date

Print Name: _____

Signature of Fiscal Sponsor (if applicable)

Date

Print Name: _____

Send to: City of Berkeley
Civic Arts Program
Attn: Mary Ann Merker
2180 Milvia Street, 5th Floor
Berkeley, CA 94704
(510) 981-7533