

# GAP GRANT REPORT FORM 2019

Mail to: Community Arts Partnership, 121 N. Tioga Street (new address), Ithaca, NY  
E-mail to: Robin Schwartz, Programs@artspartner.org

**Due before or no later than November 1<sup>st</sup> if your organization is applying for a grant in October for the next calendar year.**

The reason for the November 1 due date is that we like to have your report before we review your next request. The panel meeting is in mid-November. If your funded project is not complete by November 1, e-mail Robin for instructions.

**Due no later than December 15<sup>th</sup> if your organization is not applying for a Decentralization grant in the upcoming year**

1. Year in which you were funded:
2. Organization:
3. Grant Amount:
4. Name of Project Funded:
5. Person Completing this Report:
6. E-mail:

7. *Please list all dates, times and locations of your event and estimate the number of people attending. For example: March 14<sup>th</sup>, 2018, Ithaca Commons, 75 attendees.*

8. *Did the number of attendees meet your expectations? If the attendance was low, what factors led up to that?*

9. *Describe the size and type of audience. Your 2019 “Six Agreements” form asked that you count audience members. We also asked that you visually collect approximate numbers for people of color, seniors, families, children. If you sold tickets and collected location information, estimate what percentage of your audience was from Tomkins County, and what percentage was from your town/village.*

10. *Did your project differ in any (significant) way from the description in your grant application with regard to scope, attendees, or content? If yes, please elaborate.*

11. *Were the paid artists that took part in your project the ones listed on your application? If not, please elaborate.*

12. *Please provide the link to the web page where you acknowledged CAP according to your 2019 Six Agreements form. Please also send a poster and program attachment showing proper acknowledgement. (If you did not follow the acknowledgment requirements, describe why.)*

13. **THANK YOU!!!!!!** Feel free to provide any other information or thoughts here!