

Grassroots Art Program Subgrant Report Form FY 2023-2024

(submit this form to your funding agency. It should not be sent to the North Carolina Arts Council)



Throughout the pandemic, the North Carolina Arts Council has adapted our grant-making strategies to support the arts sector. With the addition of federal funding, our agency has adjusted the Grassroots Arts Program grant guidelines to encourage investment strategies that would support long term organizational growth and sustainability.

To better evaluate the impact of this appropriation, the North Carolina Arts Council has adjusted this final report form to help us measure the investment along three strategy pillars FY 23-24.

- **Capacity:** investment in leadership and talent to support strategic decision-making to address change and ongoing challenges or improve organization efficiency and resiliency.
- **Sustainability:** specific effort to strengthen organizational infrastructure.
- **Expanding Relationships with Black, Indigenous, and People of Color (BIPOC):** investment into a BIPOC led organization or effort to build and/or strengthen relationships and programming with artists that are.

I. Organization Information

Name of Organization _____

Contact Person's Name _____

Contact Person's Title _____

Mailing Address _____ City _____

State: North Carolina Zip Code _____ County _____

Work Phone _____ Fax Number _____

E-mail Address _____

Website _____

Organization's EIN _____

Organization's UEI _____

Applicant Race _____

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II. Project Description Narrative

1. Please provide a short description of your project using 25 words or less.
2. In 500 words provide a description of the funded activity. Please include the activity's goals and outcomes and how this funding helped your organization to achieve your goals. Include all artists, community partners and consultants involved in the project. If a formal plan was created, please attach a copy.
3. Did the outcome differ from your original plan? If so, please share any unintended outcomes.

III. Project Budget

Total Project Budget

The special appropriation of American Rescue Plan Act funding (ARPA) does not require a 1:1 match but we would like to know if there were any matching funds used to complete this project. American Rescue Plan Act funding may not be used to match any other North Carolina Arts Council grant funding or federal funding.

1. Grassroots Arts Program grant amount _____
2. Matching funds _____
3. Total Project Budget _____

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Project Expenses

	Grassroots Grant Funds	Matching Funds (required)
<u>Capacity:</u>		
A. Personnel		
a. Administrative Staff (i.e. staff retention or increased hours)	_____	_____
b. New position	_____	_____
c. Artistic Staff	_____	_____
B. Outside Contracts		
a. Artistic contracts	_____	_____
b. Contract position	_____	_____
C. General Operations		
a. Financial audit	_____	_____
b. Capital Project - property or building upgrade	_____	_____
c. New equipment or upgrade	_____	_____
d. Space Rental	_____	_____
e. Travel	_____	_____
f. Marketing	_____	_____
g. Other: _____	_____	_____
h. Other: _____	_____	_____
Total Capacity Expenses	_____	_____
<u>Sustainability:</u>		
A. Planning		
a. Fundraising	_____	_____
b. Strategic plan	_____	_____
c. Developed a marketing plan	_____	_____
d. DEAI (diversity, equity, accessibility, and inclusion)	_____	_____
e. AEP 6 study	_____	_____
B. Training		
a. Diversity Equity Accessibility Inclusion	_____	_____
b. Board	_____	_____
c. Staff	_____	_____
A. Other: _____	_____	_____
B. Other: _____	_____	_____
Total Sustainability Expenses	_____	_____
<u>Expanding BIPOC Relationships:</u>		
A. BIPOC artist contracts	_____	_____
B. Program expansion/evaluation	_____	_____
C. Operating support for BIPOC led organization	_____	_____
D. Marketing of BIPOC programming	_____	_____
E. Other: _____	_____	_____
F. Other: _____	_____	_____
Total Expanding BIPOC Relationships Expenses	_____	_____
<u>Remaining Project Expenses:</u>		
Total Cash Expenses	_____	_____

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IV. Participation Statistics

1. Total **number** of participants and audience members _____
- a. Specify the **number** who are children and youth (Pre-K through secondary school students) _____
- b. Specify the **number** who are consultants _____
- c. Specify the **number** who are artists _____

Project Demographics

1. Excluding artists and consultant, what percentage of project participants were: **(Should add to 100%)**
 - a. American Indian/Alaskan Native _____
 - b. Native Hawaiian/Pacific Islander _____
 - c. Black/African American _____
 - d. Hispanic/Latino _____
 - e. White, not Hispanic _____
 - f. Asian _____
1. If a consultant was hired, what percentage of the project's consultants were: **(Should add to 100%)**
 - a. American Indian/Alaskan Native _____
 - b. Native Hawaiian/Pacific Islander _____
 - c. Black/African-American _____
 - d. Hispanic/Latino _____
 - e. White, not Hispanic _____
 - f. Asian _____
 - g. N/A, not applicable _____
2. What percentage of artists in the funded projects were: **(Should add to 100%)**
 - a. American Indian/Alaskan Native _____
 - b. Native Hawaiian/Pacific Islander _____
 - c. Black/African-American _____
 - d. Hispanic/Latino _____
 - e. White, not Hispanic _____
 - f. Asian _____
 - g. N/A, not applicable _____

Arts Education

1. Did 50% or more of the project activities involve arts education; increasing knowledge and skills in the arts to grades Pre-K– 12? **Yes or No (circle one)**

Grassroots Arts Program Subgrant History

1. Has your organization ever received a Grassroots Arts Program subgrant before July 2023? **Yes or No (circle one)**
2. What type of organization are you? **arts, community, school, or municipality (circle one)**

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V. Attachments (Required)

1. Publicity Materials

Attach any materials used for project publicity and any other printed materials using the North Carolina Arts Council credit line and logo. Attach articles, reviews, and other materials documenting funded projects.

2. Legislative Letters

Attach copies of the letters sent to legislators expressing appreciation of this grant.

3. Upload formal plan or supporting documents

Attach any formal plan created or supporting documents.