National Endowment for the Arts

FY15 & Later FINAL DESCRIPTIVE REPORT - Standard

March 2016

Submit your Final Descriptive Report (FDR) within 90 days after the period of performance end date. The FDR *must* be emailed as a PDF to FinalReports@arts.gov. Before completing this form, please review the FDR formatting instructions in the Final Report Tips document, found here: www.arts.gov/grants/manage-your-award/fy15-and-later. FDRs must be completed in Adobe Reader, version 9 or newer, and saved as a PDF to upload to our final reports database. Please follow the instructions carefully; improperly formatted reports cannot be accepted.

The FDR has three parts; the first two are included in this fillable form. Part III of the FDR is an online reporting system for the geographic location of project activities. Refer to your Reporting Requirements document or, if a cooperative agreement, to your award document to determine if you must submit a final product in addition to your FDR and Federal Financial Report.

ORGANIZATION INFORMATION

Organization:	
Grant #: - - **OR**	Cooperative Agreement #: DCA -
Period of Performance [formerly known as Period of Support] / / to / /	
Contact (First, Last Name):	
Title:	
Email: Phone:	
Website:	

PART I: PROJECT NARRATIVE

In this section, you will describe the achievements and challenges of your project. You may cut and paste the answer into the form from another document, but you must limit your response to the posted character limits.

You may include "human interest" stories or other anecdotal information about the project within the narrative as appropriate. On occasion you may be contacted for copies of programs, reviews, relevant news clippings, playbills, or other evidence of your accomplishments, including evidence of your acknowledgement of Arts Endowment support. Feel free to include relevant web links.

1. What activities did the award support and what did the project accomplish during the period of performance? (3,000 character limit)
2. Were you able to carry out ALL approved project activities? If not, please explain. (3,000 character limit)
3. Who were the key artists and partnering organizations, and what was the nature of their involvement? (3,000 character limit)
4. Discuss the extent to which you achieved the NEA primary outcome identified in your application (Creation, Learning, Engagement, or Understanding). We recognize that some projects involve risk, and we want to hear about what you've learned from both your successes and your failures. (3,000 character limit)
5. Beyond the project's direct accomplishments, what was the impact on - or benefit to - your organization, your discipline/field, and/or your community? (3,000 character limit)

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PART IIA: PROJECT ACTIVITY

Provide data for activities supported with this award (NEA and matching funds) during the period of performance. Indicate the number of activities delivered. Leave blank any items that are not applicable or for which actual figures/supportable estimates do not exist.

Project Activity	Number
Number of Professional Original Works of Art Created • Do not include student works, adaptations, re-creations, or restaging of existing works.	
Number of Fairs/Festivals Held • Report media arts and film festivals in the Exhibitions field below, not here. • Do not break out fair/festival activities (performances, etc.) in other project activity fields.	
Number of Exhibitions Curated/Presented • Include visual arts, media arts, design, and film festivals. • Count each curated film series as a single exhibition. • An exhibition staged multiple times should be counted as one exhibition.	
Number of Concerts/Performances/Readings	
Number of Arts Instruction Activities • Include classes, demonstrations, lectures, and other means used to teach knowledge of and/or skills in the arts. • A class taught over multiple sessions should be counted as one class. • A class repeated for multiple audiences should be counted per audience.	

PART IIB: INDIVIDUALS BENEFITTED

Provide data for individuals who directly benefited during the period of performance. Leave blank any items that are not applicable or for which actual figures/supportable estimates do not exist.

"In-Person" Arts Experience		Number
Enter the number of people that directly engaged with the arts, whether through attendance at arts events or participation in arts learning or other types of activities that involved people directly interacting with artists or the arts. Do not count individuals who were primarily reached through television, radio, the Internet, or other media. Avoid inflated numbers, and do not double-count repeat attendees.	a. Adults	
	b. Children/Youth	
	c. Total	

Virtual Arts Experience		Number
For web-based projects, enter the number of unique visitors that accessed online programming (e.g., podcasts, web streaming, games, distance learning, online exhibitions, etc.) and mobile applications during the grant period. Do not include people whose primary experience was "in person" or those who visited the website for other content.	a. Internet	
	b. Mobile	
	c. Total	

PART IIC: POPULATION DESCRIPTORS

For the next three sections, select all categories that, by your best estimate, **made up 25% or more of the population that directly benefited from the project** during the period of performance. These responses should refer to populations reached directly, rather than through broadcasts or online programming.

Race/Ethnicity (choose all that apply)	
	N - American Indian or Alaskan Native
	A - Asian
	B - Black or African American
	H - Hispanic or Latino
	P - Native Hawaiian or other Pacific Islander
	W - White
	G - No single racial/ethnic group made up more than 25% of the population directly benefited

Age Ranges (choose all that apply)	
	1. Children/Youth (0-18 years)
	2. Young Adults (19-24 years)
	3. Adults (25-64 years)
	4. Older Adults (65+ years)
	9. No single age group made up more than 25% of the population directly benefited

Underserved/Distinct Groups (choose all that apply)	
	D - Individuals with Disabilities
	I - Individuals in Institutions (include people living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters)
	P - Individuals below the Poverty Line
	E - Individuals with Limited English Proficiency
	M - Military Veterans/Active Duty Personnel
	Y - Youth at Risk
	G - No single underserved/distinct group made up more than 25% of the population directly benefited

PART III: GEOGRAPHIC LOCATION OF PROJECT ACTIVITY

For your Final Descriptive Report to be complete, you **must** report the locations of specific project activity using the Geographic Location of Project activity online reporting tool at https://apps.nea.gov/GEO/Default.aspx.