



MID-AMERICA ARTS ALLIANCE

Creative Forces Grant Final Report Form Fields

GRANTEE INFORMATION

The information provided in this final report form will be used to report to M-AAA's state and federal arts agency partners.

Respond to narrative questions in the text fields provided below. 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 the National Endowment for the Arts and the Mid-America Arts Alliance support. Feel free to include relevant web links.

You may cut and paste the answer into the form from another document. Limit your response to fit the character limits. To expand the size of the text box, drag the lines in the lower right corner down so you can see your narrative in full. Insert a space between paragraphs when possible.

- Grantee Organization Legal Name
- Grant # or Cooperative Agreement #
- Performance Period
- Grantee Primary Contact Person Information
- First Name
- Last Name
- Job Title or Artistic Discipline
- Phone Number
- Phone Type (dropdown: mobile/home/office)
- Email Address

PART I: PROJECT INFORMATION

1. Were you able to carry out ALL approved project activities? (dropdown: yes/no)

Describe the activities supported by this grant. Please report solely on activities funded by M-AAA and the project match reported in your financial report. These activities must be consistent with your application narrative, the approved project budget, and any approved grant amendments. (3,000-character limit)

2. What did this project accomplish and who benefited? List and describe key accomplishments of this project. Include any direct and indirect benefits/impacts that resulted from this grant. Where possible, identify beneficiaries of the project (e.g., types of individual, organizations, disciplines/fields, or communities). (3,000-character limit)

3A. Did the project encounter any events and/or circumstances that impeded your ability to conduct the project as planned? (dropdown: yes/no)

3B. Describe the nature of the challenge(s) and how you addressed them. (2,000-character limit)

4A. ORGANIZATION PARTNER INFORMATION (repeatable section)

Name of Key Partner/Funder

Type of Entity (select one)

- Nonprofit arts organization
- Nonprofit community organization
- Private Foundation
- School or School District (K-12)
- Local government agency
- State government agency
- Federal government agency*
- College/University
- Library
- Religious organization
- Media organization
- For-profit company
- Non-profit organization – other
- Tribal government agency
- Other

If you selected “Other” in 4A, tell us more.

Choose the type of institution that best describes this partner, if applicable. (dropdown: select one)

- Department of Defense Center/VA/Clinic
- State/Local Arts Agency
- Veteran/Military Assistance Agency/Organization
- Website/Tech Organization
- Not Applicable

Nature of involvement? (700-character limit)

Contributed Match? (Including In-Kind) *Contributions from federal governmental agencies cannot be counted as a match (cost share).*

- Yes
- No

4B. KEY ARTIST (repeatable section)

Name of Key Artist

Nature of Involvement (700-character limit)

PART IB: PROJECT CAPACITY

Reflect on the grant progress from the beginning to the end of the grant. Using the scales below, rate the progress made and write a narrative about what contributed to the progress.

Partnerships

5A. On a scale of 1 to 5, indicate the strength of your partnerships, overall, for this project. (select one).

- 1: Not strong at all
- 2
- 3
- 4
- 5: Very strong

5B. What contributed to this rating? Consider changes that occurred while carrying out project activities, as well as barriers. (2,000-character limit)

Military Culture

6A. On a scale of 1 to 5, indicate the strength of your organization's understanding of military culture. (select one).

- 1: No understanding at all
- 2
- 3
- 4
- 5: High level of understanding

6B. What contributed to this rating? Consider the impact participants, partners, and organizations have had on your organization's understanding of military culture. (2,000-character limit)

Value of the Arts

7A. On a scale of 1 to 5, indicate the strength of your organization's knowledge of the benefits arts can have on psychological and emotional well-being. (select one)

- 1: No knowledge at all
- 2
- 3
- 4
- 5: Very knowledgeable

7B. What contributed to this rating? Consider how that knowledge resulted in changes for participants, partners, your organization, and project activities. (2,000-character limit)

Organizational Capacity

8A. On a scale of 1 to 5, indicate the extent to which your organization developed capacity (skills, knowledge, tools, or resources) to support military-connected individuals. (select one).

- 1: No change in organizational capacity at all
- 2
- 3
- 4
- 5: Substantial increase in organizational capacity

8B. What contributed to this rating? Describe any changes in organization capacity. (2,000-character limit)

Program Development

9A. On a scale of 1 to 5, indicate the extent to which the program will continue to develop or sustain after grant funding ends. (select one).

- 1: The program will end without grant funding
- 2
- 3
- 4
- 5: The program will continue to develop/sustain without grant funding

9B. What contributed to this rating? (2,000-character limit)

PART IC: ADVANCE GRANTEE LEARNING

10. Did your organization develop a logic model? This may be a logic model specific to the Creative Forces project or a general logic model that includes the Creative Forces project. (dropdown: yes/no)

11. Did your organization collect data related to this project as part of measuring performance or an evaluation study? (dropdown: yes/no)

12A. Briefly describe the best practices/lessons learned. (2,000-character limit)

12B. Did your organization release information about best practices/lessons learned? For example, did your organization share information through a conference presentation, a blog post, or a write-up about strategies, challenges, or outcomes? (dropdown: yes/no)

13. Can you share any documents or resources with the National Resource Center? (dropdown: yes/no)

PART IIA: PROJECT ACTIVITY DATA

14. Provide data for activities supported with this award (M-AAA and cost share funding) during the period of performance. Indicate the number of activities delivered. Leave blank any items for which actual figures/supportable estimates do not exist.

NOTE: This is a standard Final Descriptive Report question, and grantees from a wide range of grants are asked these questions. Some may not apply specifically to this project.

- 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, not here. Do not break out fair/festival activities (performances, etc.) in other project activity fields.)

- Number of Exhibition 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 Program 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.
 - If you offered a class taught over multiple sessions, how many sessions were offered?

15. Indicate the activities delivered by arts discipline (select all that apply).

- Crafts
- Dance
- Design Arts
- Folk/Traditional Arts
- Humanities
- Literature
- Media Arts
- Music
- Opera/Music Theatre
- Oral Traditions
- Photography
- Theatre
- Visual Arts
- Other (Please describe)
- None of the Above

16. Are there non-arts related activities included in this project?

- Yes (If yes, please describe)
- No

PART IIB: INDIVIDUALS BENEFITED

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

- Number of individuals who were paid in whole or in part with project funds:
 - Artists
 - Others (includes employees, temporary staff and contractors who did not work as artists on the project)
- Of the number above, how many were hired (as employees, not contractors) by your organization during the project period as a result of this award?

- Artists
- Others

Military-Connected Individuals: Provide an unduplicated count of how many military-connected individuals served in each group. Leave blank any items for which actual figures/supportable estimates do not exist.

- Service Member: Active Duty
- Service Member: National Guard/Reserve
- Veterans
- Family Unit
- Spouse/Partner
- Children (Age 0-18)
- Caregiver: Residential
- Caregiver: Clinical
- Other

18. 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. Leave blank any items for which actual figures/supportable estimates do not exist.

Number Participating In-Person (active engagement in arts learning, making, interacting with arts or artists)

- Adult
- Children/Youth (Age 0-18)

Number Attending In-Person (attending an arts event or visiting an arts site)

- Adult
- Children/Youth (Age 0-18)

Virtual Arts Experience

19. If your project used online or mobile components to engage audiences (e.g., podcasts, live web streaming, mobile applications, online videos/audio/games, e-book or e-reader downloads, distance learning, internet-based artworks, online collections/exhibitions, etc.), then enter an estimate of the total number of unique visitors who accessed these components during the grant period. Do not include people who visited a website for unrelated content. Leave blank any items for which actual figures/supportable estimates do not exist.

20. If your project used online or mobile components to engage audiences, please select the “type” that best describes the technology used. (Select all that apply.)

- Podcasts

- Live web streaming
- Mobile applications
- Online video/audio/games
- Ebooks or e-reader downloads
- Distance learning
- Internet-based artworks
- Online collections/exhibitions
- Other

If you chose “Other” for #19, tell us more.

Recommendations/Referral Process

21A. To what extent is a referral/recommendation process in place between your organization and clinics, hospitals, and/or community arts organizations? (dropdown: does not exist, in development, exists)

21B. Describe the reason for your rating. (2,000-character limit)

22. The Number of Agencies Making Referral/Recommendations
Total Number of Referrals

PART IIC. POPULATION DESCRIPTORS

Racial/Ethnic Groups

23A. For the next section, please select all groups of people that your project intended to serve directly. Then answer two follow-up questions in each section.

- American Indian or Alaskan Native
- Asian
- Black or African American
- Hispanic or Latino
- Native Hawaiian or other Pacific Islander
- White
- Other Racial/Ethnic Group
- No Specific Racial/Ethnic Group

If you selected “Other Racial/Ethnic Group” for 22A, tell us more.

23B. If your project focused on serving one or more racial/ethnic groups, did it succeed in this objective? (dropdown: yes/no)

23C. If yes, please provide an estimate, if available, of the percentage that the group(s) represented in the total population served by this group.

- American Indian or Alaskan Native %
- Asian %
- Black or African American %
- Hispanic or Latino %
- Native Hawaiian or other Pacific Islander %
- White %
- Other Racial/Ethnic Group %
- No Specific Racial/Ethnic Group

Age Group

24A. Select all groups that your project intended to serve directly.

- Children/Youth (under 18 years)
- Young Adults (18-24 years)
- Adults (25-64 years)
- Older Adults (65+ years)
- No Specific Age Group

24B. If your project focused on serving one or more age groups, did it succeed in this objective?
(dropdown: yes/no)

24C. If yes, please provide an estimate, if available, of the percentage that the group(s) represented in the total population served by this group. If not applicable, type "N/A".

- Children/Youth (under 18 years) %
- Young Adults (18-24 years) %
- Adults (25-64 years) %
- Older Adults (65+ years) %
- No Specific Age Group %

Underserved/Distinct Groups

25A. For the next section, select all groups of people that your project intended to serve directly.

- Individuals with Disabilities (physical, cognitive, sensory)
- Individuals in Institutions (living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters)
- Individuals Below the Poverty Line
- Individuals with Limited English Proficiency
- Military Veterans/Active Duty Personnel
- Youth at Risk
- Other Underserved/Distinct Group

If you selected "Other Underserved/Distinct Group" for 24A, tell us more.

25B. If your project focused on serving one or more underserved/distinct groups, then did it succeed in this objective? (dropdown: yes/no)

25C. If yes, please provide an estimate, if available, of the percentage that the group(s) represented in the total population served by this group.

- Individuals with Disabilities (physical, cognitive, sensory) %
- Individuals in Institutions (living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters) %
- Individuals Below the Poverty Line %
- Individuals with Limited English Proficiency %
- Military Veterans/Active Duty Personnel %
- Youth at Risk %
- Other Underserved/Distinct Group %

IIIA. ACQUIRED FUNDING

26. During the grant period, what additional funding did you receive that applied to this project? Provide the amount and a description of the funding.

- Total Federal Funding
- Federal Funding Description
- Total Matching Funds
- Matching Funds Description
- Total In-Kind Contributions
- In-Kind Contributions Description
- Total Other Funds
- Other Funds Description
- Total Acquired Funding (auto-calculated field)

PART IIIB ADDITIONAL DOCUMENTS

27. Upload any additional documents that you believe describes your project this year (optional) Examples include: Sustainability Plan, Logic Model, Evaluation Plan, Best Practices/Lessons Learned Documents, Referral Documents, Other documents to share with National Resource Center.

GEOGRAPHIC DATA

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:

<https://apps.nea.gov/GEO/Default.aspx>.