National Endowment for the Arts

FY18 FINAL DESCRIPTIVE REPORT

March 2018

Submit your Final Descriptive Report (FDR) within 90 days after the period of performance end date. The FDR must be submitted through your eGMS REACH account, which can be accessed at https://grants.arts.gov/eGMS-Reach/Login. Before completing this form, please review the FDR formatting instructions in the Preparing Your Final Reports Package document, found here: https://www.arts.gov/manage-your-award/awards-after-oct1-2017-to-organizations. FDRs must be completed in Adobe Reader, version 9 or newer, and saved as a PDF. Please follow the instructions carefully; improperly formatted reports cannot be accepted.

ORGANIZATION INFORMATION

Organization:	
Grant #: **OR**	Cooperative Agreement #:
Period of Performance (month/day/year): ___ / ___ / ___ To ___ / ___ / ___	
Contact (First, Last Name):	
Title:	
Email:	Phone:
Website:	

PART I: PROJECT NARRATIVE

In this section, please respond to each narrative question in the text fields provided below. You may cut and paste the answer into the form from another document, but please limit your response to the posted character limits. As you exit each text field, it will expand to show your entered text.

Please 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 National Endowment for the Arts (NEA) support. Feel free to include relevant web links.

1. Were you able to carry out ALL approved project activities? ☐ Yes ☐ No

 Describe the activities supported by the award. Please report solely on activities funded by the NEA and the project match (cost share) as identified in your approved project budget, application narrative, and any approved amendments. (3,000 character limit)

2. a. What did the project accomplish during the period of performance? Please highlight key accomplishments and relate them to the goals of your project. (2,000 character limit)

b. What factors were instrumental to your project's success? (1,000 character limit)

3.   Beyond the project's direct accomplishments, what was the benefit to your organization? (1,000 character

     limit)

4.   Did the project encounter any events and/or circumstances that impeded   ☐ Yes   ☐ No
     your ability to conduct the project as planned?

If yes, please describe the nature of the challenge(s). Were you able to overcome the challenge(s) and, if so, how? Please describe any lessons learned. (3,000 character limit)

5. Please complete the following tables regarding the involvement of key partners, funders (besides the NEA), and key artists. *Please note that funding from other federal government agencies CANNOT be counted as match (cost share).

Name of Key Partner/Funder	Type of Entity	Nature of Involvement (700 character limit per cell)	Contributed Match? (Including In-Kind)
			☐ Yes ☐ No

[Add Row] [X]

Name of Key Artist	Nature of Involvement (700 character limit per cell)

[Add Row] [X]

PART IIA: PROJECT ACTIVITY DATA

Provide data for activities supported with this award (NEA and cost share funding) 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 BENEFITED

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.

Individuals Compensated from the Project Budget Enter the number of individuals who were paid, in whole or in part, with project funds (both the NEA and the cost share) reported on your Federal Financial Report.	**A** Number of Individuals	**B** Of the number reported in column A, how many were hired (as employees, not contractors) by your organization during the project period as a result of this award?
Artists		
Others (includes employees, temporary staff, and contractors who did not work as artists on this project)		
Total		

"In-Person" Arts Experience	**People**	**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.	Adults	
	Children/Youth	
	Total	

Virtual Arts Experience	**Total Number of Unique Visitors**
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 please 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.	

If your project used online or mobile components to engage audiences, then please select the "type" that best describes the form of technology used. (Select all that apply.)

☐ Podcasts   ☐ Distance learning

☐ Live web streaming   ☐ Internet-based artworks

☐ Mobile applications   ☐ Online collections/exhibitions

☐ Online videos/audio/games   ☐ Other. Please enter the type of other technology:

☐ E-book or e-reader downloads   _____

PART IIC: POPULATION DESCRIPTORS

For the next three sections, please select all groups of people that your project intended to serve directly. Then answer the follow-up question in each section.

RACIAL/ETHNIC GROUPS

☐ American Indian or Alaska Native   ☐ White

☐ Asian   ☐ Other Racial/Ethnic Group. Please enter the type of group:

☐ Black or African American   _____

☐ Hispanic or Latino   ☐ No Specific Racial/Ethnic Group

☐ Native Hawaiian or other Pacific Islander

If your project focused on serving one or more racial/ethnic groups, then did it succeed in this objective?

☐ Yes   ☐ No

AGE GROUPS

☐ Children/Youth (0 - 17 years)   ☐ Older Adults (65+ years)

☐ Young Adults (18 - 24 years)   ☐ No Specific Age Group

☐ Adults (25 - 64 years)

If your project focused on serving one or more specific age groups, then did it succeed in this objective?

☐ Yes   ☐ No

UNDERSERVED/DISTINCT GROUPS

☐ Individuals with Disabilities (physical, cognitive, or sensory)

☐ Individuals in Institutions (include people 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. Please enter the type of group:

_____

☐ No Specific Underserved/Distinct Group

If your project focused on serving one or more underserved/distinct groups, then did it succeed in this objective?

☐ Yes   ☐ No