

## Guidelines and Questions for Artist Entrepreneurial Grant Final Report

**Due date: No later than 30 days after the end of the state fiscal year (June 30) in which the grant was awarded.**

- **July 31, 2023** for grants awarded between July 1, 2022 – June 30, 2023
- **July 31, 2024** for grants awarded between July 1, 2023 - June 30, 2024
- **July 31, 2025** for grants awarded between July 1, 2024 –June 30, 2025

*Extensions may be requested for up to 90 days. Requests must be submitted in writing to the grant program coordinator before the deadline for filing has passed. Failure to submit this report by the original or extended due date will make you/your organization ineligible to apply for any type of State Arts Council grant for two years from the due date of report.*

### **A. Written Evaluation**

Please answer the following questions in the order they appear and attach your document to the Submittable form where indicated. Accepted file types: MS Word, RTF, PDF.

1. Briefly describe and evaluate the funded project in terms of the original application submitted.
  - How well did the project meet your goals and objectives as proposed?
  - If your goals were not met, explain why and whether the project met equally valuable, but different, goals or what you learned from your experience.
  - If your project included a public component, briefly describe and evaluate it. Please include event dates and venue addresses.
2. What impact do you think this professional development opportunity will have on you as an artist?
3. If there are differences between the application or revised budget and the actual income and expenses that the project generated (including changes in contractor fees), explain the reason(s) for the differences.
4. How did you credit the New Hampshire State Council on the Arts and the National Endowment for the Arts (where appropriate) for the funded activity/project (e.g., on your website, printed materials, etc.)? In the Documentation section of the Submittable form, please attach a sample of the credit as it appeared.
5. How did you inform elected officials about this project? Provide documentation that you thanked the Governor, your Executive Councilor, and your district's members of the New Hampshire Legislature for their support of public funding for the State Arts Council, which made this grant possible. How did you encourage these elected individuals to attend or learn more about this project?

### **B. Updated Budget**

Please use the [budget form](#) to provide a final summary of your project income and expenses and attach it to the Submittable form where indicated. Accepted file types: MS Excel, PDF.

### **C. Project Documentation**

Upload images, video or audio files that show the range of activities funded, along with a list that identifies them (including photo/video/audio credit, if applicable). Accepted file types: MS Word, PDF, RTF, JPG, PNG, MP3, WAV, WMA, MP4, MOV, WMV, PPT or ZIP. If you're submitting multiple files, we prefer that you ZIP them.

*You will be asked on the Submittable form whether you agree to let the State Arts Council use your documentation for promotional purposes.*