

# Grassroots Arts Program Subgrant Report Form FY 2024-2025



*Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.*

## 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 \_\_\_\_\_

## II. Project Description Narrative

Please provide a short description of your project using 25 words or less.

## III. Project Budget

### Total Project Budget

Grassroots Arts Program subgrants require a 1:1 match.

\*Please include all funds required to complete the funded project.

1. Grant amount \_\_\_\_\_
2. Matching funds\* \_\_\_\_\_
3. Total Project Budget \_\_\_\_\_

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## Project Expenses

	Grassroots Grant	Matching Funds
Staff – Administrative	_____	_____
Staff – Artistic	_____	_____
Staff – Technical Production	_____	_____
Artistic contracts	_____	_____
Other contracts	_____	_____
Space rental	_____	_____
Travel	_____	_____
Marketing	_____	_____
Remaining Project Expenses	_____	_____
<b>Total Expense Totals</b>	_____	_____

## IV. Participation Statistics

1. What was the total number of adults engaged in person?
2. What was the total number of children/youth engaged in person?
3. How many artists were directly involved?

### Arts Education

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)** \_\_\_\_\_

### Grassroots Arts Program Subgrant History

1. Has your organization ever received a Grassroots Arts Program subgrant before July 2024?  
**(yes or no)**
2. What type of organization are you? **(arts, community, school, or municipality)**

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## V. Attachments

### 1. Publicity Materials (REQUIRED)

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 project.

### 2. Legislative Letters (OPTIONAL)

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

### 3. List of Participating Artists and Arts Groups (OPTIONAL)

Attach a list that includes the names, addresses, and art forms of artists and arts organizations participating in your funded project. We use this information to invite them to be registered in our database.