Grassroots Arts Program
Subgrant Report Form FY 2023-2024

Throughout the pandemic, the North Carolina Arts Council has adapted their grant-making strategies to support the arts sector. With the addition of federal funding, the North Carolina Arts Council has adjusted the Grassroots Arts Program grant guidelines to encourage investment strategies that would support long term organizational growth and sustainability. This funding is made possible by the North Carolina State legislature.

To better evaluate the impact of the Grassroots Arts Program, the North Carolina Arts Council has adjusted this final report form to help us measure the investment along three strategy pillars in FY 2023-24.

- **Capacity:** specific effort to strengthen organizational infrastructure.

- **Sustainability:** investment in leadership and talent to support strategic decision-making to address change and ongoing challenges or improve organization efficiency and resiliency.

- **Expanding Relationships with Black, Indigenous, and People of Color (BIPOC):** investment into a BIPOC led organization or effort to build and/or strengthen relationships and programming with artists that are.

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: _____
Applicant race is the majority race of your leadership.

II. Project Description Narrative

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

2. In 500 words provide a description of the funded activity. Please include the activity's goals and outcomes and how this funding helped your organization to achieve your goals. Include: all artists, community partners and consultants involved in the project. If a formal plan was created, please attach a copy.

3. Did the outcome differ from your original plan? If so, please share any unintended outcomes.

III. Project Budget

Total Project Budget

Please note that the Grassroots Arts Program grant requires at least a 1:1 match.

*Please include any funds beyond the 1:1 match used to complete the project.

1. Grassroots Arts Program grant amount _____

2. Matching funds _____

3. Total Project Budget _____

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

Project Expenses

	Grassroots Grant	Matching Funds

Capacity:

A. Personnel
   a. Administrative Staff (i.e. staff retention or increased hours) _____ _____
   b. New position _____ _____
   c. Artistic Staff _____ _____
B. Outside Contracts
   a. Artistic contracts _____ _____
   b. Contract position _____ _____
C. General Operations
   a. Financial audit _____ _____
   b. Capital Project - property or building upgrade _____ _____
   c. New equipment or upgrade _____ _____
   d. Space Rental _____ _____
   e. Travel _____ _____
   f. Marketing _____ _____
   g. Other: _____ _____ _____
   h. Other: _____ _____ _____
Total Capacity Expenses _____ _____

Sustainability:

A. Planning
   a. Fundraising _____ _____
   b. Strategic plan _____ _____
   c. Developed a marketing plan _____ _____
   d. DEAI (diversity, equity, accessibility, and inclusion) _____ _____
   e. AEP 6 study _____ _____
B. Training
   a. Diversity Equity Accessibility Inclusion _____ _____
   b. Board _____ _____
   c. Staff _____ _____
C. Other: _____ _____ _____
D. Other: _____ _____ _____
Total Sustainability Expenses _____ _____

Expanding BIPOC Relationships:

A. BIPOC artist contracts _____ _____
B. Program expansion/evaluation _____ _____
C. Operating support for BIPOC led organization _____ _____
D. Marketing of BIPOC programming _____ _____
E. Other: _____ _____ _____
F. Other: _____ _____ _____
Total Expanding BIPOC Relationships Expenses _____ _____

Remaining Project Expenses: _____ _____

Total Cash Expenses _____ _____

IV. Participation Statistics

1. Total **number** of participants and audience members _____
    a. Specify the **number** who are children and youth (Pre-K through secondary school students) _____
    b. Specify the **number** who are consultants _____
    c. Specify the **number** who are artists _____

Project Demographics

1. Excluding artists and consultant, what percentage of project participants were: (**Should add to 100%**)
    a. American Indian/Alaskan Native _____
    b. Native Hawaiian/Pacific Islander _____
    c. Black/African American _____
    d. Hispanic/Latino _____
    e. White, not Hispanic _____
    f. Asian _____   Total: _____

2. If a consultant was hired, what percentage of the project's consultants were: (**Should add to 100%**)
    a. American Indian/Alaskan Native _____
    b. Native Hawaiian/Pacific Islander _____
    c. Black/African-American _____
    d. Hispanic/Latino _____
    e. White, not Hispanic _____
    f. Asian _____
    g. N/A, not applicable _____   Total: _____

3. What percentage of artists in the funded projects were: (**Should add to 100%**)
    a. American Indian/Alaskan Native _____
    b. Native Hawaiian/Pacific Islander _____
    c. Black/African-American _____
    d. Hispanic/Latino _____
    e. White, not Hispanic _____
    f. Asian _____
    h. N/A, not applicable _____   Total: _____

Arts Education

1. Did 50% or more of the project activities involve arts education; increasing knowledge and skills in the arts to grades Pre-K– 12?   Yes   No

Grassroots Arts Program Subgrant History

2. Has your organization ever received a Grassroots Arts Program subgrant before July 2023?
        Yes   No
3. What type of organization are you?   Arts   Community   School   Municipality

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. **Upload formal plan or deliverable (OPTIONAL)**

   Upload any formal plan created or supporting documents.