

**LOCAL ARTS AGENCY GRANT PROGRAM
FINAL REPORT - FY09**

Deadline: August 31, 2009 (60 days from the end of the funding period)

Please submit one (1) completed copy of this report to: John Cusano, Connecticut Commission on Culture & Tourism, One Constitution Plaza, Second Floor, Hartford, CT 06103

RECIPIENT INFORMATION

Grant Number _____ (Found on page one of grant contract)
 Organization Name _____
 Mailing Address _____
 City/State/Zip _____
 Check box if address has changed from last submission
 Contact Person _____ E-mail _____
 FY09 LAA Grant Amount _____

SUMMARY INFORMATION

See *Final Report Instructions* for clarification of terms.

_____ **Total Audience / Individuals** Benefiting
 _____ Number of **Arists** participating
 _____ Number of **Children & Youth** participating

FINANCIAL SUMMARY

IMPORTANT: Complete the **FINAL REPORT INCOME & EXPENSE budgets** to fulfill all **FY09 reporting requirements** (MS Excel formatted separate 2-page document). For the section below, use actual financial information for the period covering the grant. Include your FY09 LAA award in the total cash income box below.

Organization's fiscal year start/end dates (m/d/y to m/d/y): _____

For July 1, 2008 - June 30, 2009:	
Total Cash Income	\$ _____
Total Cash Expenses	\$ _____
Total In-Kind	\$ _____

Did the organization have an operating surplus? Yes No If so, list total amount: _____

Did the organization have an operating deficit? Yes No If so, list total amount: _____

Does the organization have an Endowment? Yes No

If Yes, list the year end total principal amount of the Endowment: \$ _____

Has the organization drawn from the Endowment during the most recently completed fiscal year?

Yes No N/A

If Yes, list the total drawn from the Endowment: \$ _____

NARRATIVE REPORT

Answer the following questions using no more than three (3) 8 1/2" x 11" pages. Please retype question numbers and the question before each answer and use a font size of at least 10 points. Refer to the FY09 Final Report Instructions for additional clarification of the questions below.

1. How has your organization used FY09 LAA funds to increase or sustain its capacity to provide coordinating services and other cultural leadership activities during the period of the grant? In addition, describe any actions taken to develop and/or advance overall management and organizational health including any new or expanded staff positions or contracted personnel resulting from the FY09 LAA award.
2. How have you evaluated your FY09 LAA grant activities? Briefly describe successes and challenges experienced during implementation of grant funded activities and describe significant changes, if any, from your initial planning. What was learned in the evaluation process? How will what was learned in the evaluation process influence subsequent community development planning by your agency?
3. During the period of the grant, how has your agency confirmed the relevancy of services and/or programming provided by your organization? Describe any assessments of community need undertaken or in process by your agency including any research, asset mapping, data collection, evaluations, surveys, convening, etc. Highlight any notable impacts, lessons learned and any underserved groups or individuals that benefited.
4. One of the main goals of the grant program is to support local arts agencies' capacity to create and maintain a network of strategic relationships with other LAAs, arts organizations, artists and the creative workforce, and non-arts organizations. Briefly convey notable successes & challenges with respect to sustaining and/or developing key relationships during the grant period. Describe new relationships and any enhanced or expanded existing relationships that have helped to advance strategic objectives (include any relevant relationships that were terminated or came to an end). Describe relationships by means of quantity (number increased or decreased); identity (constituents, members, arts, heritage, other LAAs, business, education, healthcare, etc.); your organization's role (representative, convener, facilitator, collaborator, partner, mentor, etc.), and any significant outcomes to date.

CREDIT & PUBLICITY

In the space provided below, please explain how CCT was credited with support of your organization. Please attach any printed materials.

CERTIFICATION

The undersigned certifies that the information contained in this report and all its attachments are true and correct to the best of his or her knowledge and that all expenditures were incurred solely for the purpose of this grant.

Signature _____ Title _____
Printed Name _____ Date _____