



## North Kingstown Arts Council Project Proposal

## Final Funding Report



## FOR COUNCIL USE ONLY

Date Received: \_\_\_\_\_

Project Number: \_\_\_\_\_

NKAC Liaison: \_\_\_\_\_

Date of Approval: \_\_\_\_\_

Name of Project: \_\_\_\_\_ Date of Event: \_\_\_\_\_

## Applicant Information:

Association's Name: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ email: \_\_\_\_\_ Phone: \_\_\_\_\_

Association's Address: \_\_\_\_\_

Association's City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Project Summary

How did project meet objectives?

Things that went well:

Improvement Recommendations:

Marketing Effectiveness:

Effectiveness of location:

# of Attendees: \_\_\_\_\_

Are you planning future events? ☐ Yes ☐ No If yes, estimated date: \_\_\_\_\_

(Submit proposal two months before event)

## 1. Actual Project Expense Summary:

## 2. Funding Summary:

## 3. Review

Artist Fees: \$ \_\_\_\_\_

Project Location Rental: \$ \_\_\_\_\_

Rehearsal Location Rental: \$ \_\_\_\_\_

Production Equipment/Rentals: \$ \_\_\_\_\_

Traffic Control/Security: \$ \_\_\_\_\_

Pre-event Publicity Costs: \$ \_\_\_\_\_

Misc. Expenses: \$ \_\_\_\_\_

Other: \$ \_\_\_\_\_

Project Expense Subtotal: \$ \_\_\_\_\_

## A. Additional Funding (Other than NK Arts Council)

Sponsors: \_\_\_\_\_ \$ \_\_\_\_\_

Grants: \_\_\_\_\_ \$ \_\_\_\_\_

Other: \_\_\_\_\_ \$ \_\_\_\_\_

Subtotal A: \$ \_\_\_\_\_

B. Additional Income from Donations: \$ \_\_\_\_\_

C. Income from Ticket Sales: \$ \_\_\_\_\_

D. Funds due from NK Arts \$ \_\_\_\_\_

Total PROJECT Revenue  
(Totals of A thru D): \$ \_\_\_\_\_FOR COUNCIL  
USE ONLY

## 1. Council Contributions:

\$ \_\_\_\_\_

## 2. Proceeds to Council:

\$ \_\_\_\_\_

3. Actual Council  
Project Expense:

\$ \_\_\_\_\_

\*Please enclose a photograph of your event that would be appropriate for promotional use by the North Kingstown Arts Council.

Notes: Please enter all applicable fields, save to your local computer then email to : [recreationsecretary@northkingstown.org](mailto:recreationsecretary@northkingstown.org)



# Project Itemization

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FOR COUNCIL  
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Project Number: \_\_\_\_\_

Name of Project: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Itemized Fees:	Detail / Description	Fee / Cost
1.	_____	\$ _____
2.	_____	\$ _____
3.	_____	\$ _____
4.	_____	\$ _____
5.	_____	\$ _____
6.	_____	\$ _____
7.	_____	\$ _____
8.	_____	\$ _____
9.	_____	\$ _____
10.	_____	\$ _____
Total:		\$ _____

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## North Kingstown Arts Council Event Agreement Reminders

1. All Ticket Sales or other donations collected on behalf of the Arts Council have be returned to the N.K. Town Hall to Recreation Department Secretary within 48 Hours after the event with a North Kingstown Arts Council Donations Receipt signed and witnessed.
2. We (I) have provided a recent digital photo for promotional purposes by North Kingstown Arts Council.