

Final Funding Report

**FOR COUNCIL USE ONLY**

Date Received: _____

Project Number: _____

NKAC Liason: _____

Date of Approval: _____

Name of Project: _____ Date of Event: _____

Applicant Information:

Association's Name: _____

Applicant's Name: _____ email: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

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: _____

(remember to submit proposal form as date gets closer)

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 received 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



Project Itemization

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FOR COUNCIL
USE ONLY

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: | | \$ _____ |

North Kingstown Arts Council Event Agreement Reminders

- ☐ 1. All Ticket Sales or other donations collected on behalf of the Arts Council have been 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.