



**COMMISSIONERS:**  
**COREY D. O'BRIEN • JIM WANSACZ • PATRICK M. O'MALLEY**

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## 2013 Arts and Culture Program Stream Grant Report

Dear Program Stream Grantee:

In order to be eligible for Lackawanna County Arts and Culture funding for 2014, all program stream recipients must submit a final report. We review these reports with a panel every other year. This year is not a review year, but we still require a Program Stream Report. Please submit the following Program Stream Report by, Friday November 1, 2013.

1. A brief description of your organization and its mission. (no more than one page).
2. The organization's total budget for the last completed fiscal year including income and expenses.
3. A copy of your 501 (c) status IRS letter.
4. List of board members and affiliations.
5. The programming grid with the past year's programming information. Make as many copies as you need. The grid is attached and can also be downloaded at [www.lackawannacounty.org](http://www.lackawannacounty.org) under the tab *our ADMINISTRATION*, subtitle *Arts & Culture* category FORMS

### 2013 Arts and Culture PROGRAM STREAM REPORT

6. Up to 3 supplemental materials such as brochures, clippings or postcards. etc.
7. Your most updated schedule of events.
8. A narrative of up to 4 pages answering the following questions:
  - How did you engage or reach new audiences including underserved audiences? (An underserved audience is composed of people who lack access to arts and cultural programming due to economic status, ethnic background, disability, or age.)
  - How did you partner with other agencies? Give examples.
  - How would you use County programming funding for the upcoming year?

### **Please mail, fax or e-mail your report by Friday November 1, 2013:**

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### 2013 Program Funding Activity Grid

Please fill in information for each of the programs you have offered during the year 2013. Please feel free to additional copies as you need. If your event was one-time (i.e. parade, festival) just fill in one table.

Name of Organization: \_\_\_\_\_

Name and Title of Person Filling in Grid: \_\_\_\_\_

|   |  |
|---|--|
| Name of Program / Exhibit / Event   |  |
| Date(s)   |  |
| Location  |  |
| Price / Ticket Cost / Admission Fee   |  |
| Brief Description of Program / Exhibit / Event (50 words or less)                     |  |
| Total Attendance (approximate attendance by ticket sales, admission, or crowd counts) |  |
| Were any free tickets or reduced tickets offered for this program?                    |  |
| Name of Program / Exhibit / Event   |  |
| Date(s)   |  |
| Location  |  |
| Price / Ticket Cost / Admission Fee   |  |
| Brief Description of Program / Exhibit / Event (50 words or less)                     |  |
| Total Attendance (approximate attendance by ticket sales, admission, or crowd counts) |  |
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