



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

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Department of Arts and Culture
Electric City Trolley Museum
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LACKAWANNA COUNTY
ARTS AND CULTURE PROGRAM STREAM GRANT
2013 and 2014 REPORT

Program Stream Grantee: _____

Attention: _____

In order to be eligible for Lackawanna County Arts and Culture funding for 2015, all **Program Grant Stream** recipients must submit a final report. We review these reports with panel experts every other year. This year is a review year. Please submit this completed report with table(s) by September 30, 2014. We understand this maybe midyear for a program and if so submit the most current information available for the review panel.

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. List of board members and affiliations.
4. The programming table with the past year's programming information. Make as many copies as you need. An program/activity table is attached and can also be downloaded as a PDF Fill-In form at www.lackawannacounty.org under the tab our ADMINISTRATION, heading Arts & Culture, section Latest Info or Applications/ Forms / Media.
5. THREE (3) - FIVE (5) marketing or program materials such as brochures, clippings or postcards. etc.
6. Your most updated schedule of events.
7. A narrative of up to 4 pages answering the following questions:
 - ❖ Please list some highlights from your current season/program/event? List any particular successes regarding program, partnerships and audience.
 - ❖ Did you face any significant challenges? If so, how did you overcome or deal with the situation?
 - ❖ How did you partner with other agencies?
 - ❖ Were you able to engage new audiences including underserved and if so how?
 - ❖ How do you plan to use any County funding for the upcoming year?
 - ❖ Note any new directions, vision or strategies you for see in your future programming.

Please mail, fax or e-mail your report and completed Table (s) by September 30, 2014 to:

Chris Calvey, Program Coordinator
Electric City Trolley Museum
300 Cliff Street
Scranton, PA 18503

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Lackawanna County Arts and Culture Department
2013 and 2014 REPORT Program Funding Event Table

Please fill in information for each of the programs you have offered. This Report Table may be copied as needed. If your event was one-time (i.e. parade, festival) just fill in one table. A program event table is available as a PDF Fill-In form at www.lackawannacounty.org

Name of Organization: _____

Name and title of person completing this Report Table: _____

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?	