



COMMISSIONERS:  
JIM WANSACZ • PATRICK M. O'MALLEY • EDWARD G. STABACK

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## LACKAWANNA COUNTY ARTS AND CULTURE 2015 PROGRAM GRANT FUNDING REPORT – EVENT TABLE

In order to be eligible for Lackawanna County Arts and Culture funding for 2016, all Program Grant Stream recipients must submit a final report. A 2015 final report must be received to be considered for future funding. A completed report with table(s) must be received by November 2, 2015. We understand your program may not have taken place as of this report, if so submit the most current information available to date for the review panel.

The 2015 Program Grant Funding Report is available as a PDF format fill-in form by contacting our offices or is available to be downloaded from [www.lackawannacounty.org](http://www.lackawannacounty.org) please note it is under the tab our ADMINISTRATION, heading Arts & Culture, section Latest Info or Applications/ Forms / Media. The PDF form is able to be saved to your computer you will need an updated version of Adobe Reader (free) or Adobe software.

The 2015 Program Grant Funding Report – Event Table should be provide the programming information for the year 2015. The event table may be copied for additional events. The report form information required;

1. Name of Organization Name and title of person completing the Event Table.
2. Web site and social media questions.
3. Any additional information about your event(s).
4. Event dates, location, and price (ticket cost, -admission fee).
5. A brief description of program Exhibit-Event (50 words or less).
  - ❖ Please list some highlights from your current season/program/event? List any particular successes regarding program, partnerships, 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
6. Total attendance (approximate attendance by ticket sales, admission or crowd counts).
7. Were any free tickets or reduced tickets offered for this program?

If you have any questions, feel free to contact Maureen McGuigan, Deputy Director, Arts and Culture, [mcguiganm@lackawannacounty.org](mailto:mcguiganm@lackawannacounty.org) or 570.963.6590 ext. 102.

**Please send your final report via e-mail, fax or US mail by November 2, 2015 to:**

email [arts-culture@lackawannacounty.org](mailto:arts-culture@lackawannacounty.org) or

Lackawanna County Arts and Culture,  
Electric City Trolley Museum, 300 Cliff Street, Scranton, PA 18503

fax: 570.963.6447



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## Lackawanna County Arts and Culture Department 2015 Program Grant Funding Report Event Table

Please fill in information for each art program(s) or event(s) 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](http://www.lackawannacounty.org)

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

Name and title of person completing this report: \_\_\_\_\_

Do you have a web site \_\_\_ Yes \_\_\_ No    Do you use social media \_\_\_ Yes \_\_\_ No

*If you use social media please complete*

Facebook \_\_\_ Yes \_\_\_ No    *if yes, number of Likes* \_\_\_\_\_

Twitter \_\_\_ Yes \_\_\_ No    *if yes, number of Followers* \_\_\_\_\_

Instagram \_\_\_ Yes \_\_\_ No    *if yes, number of Followers* \_\_\_\_\_

Pinterest \_\_\_ Yes \_\_\_ No    *if yes, number of Followers* \_\_\_\_\_

*How often do you post on social media*

Dailey \_\_\_ Yes \_\_\_ No    *approximate number of times* \_\_\_\_\_

Weekly \_\_\_ Yes \_\_\_ No    *approximate number of times* \_\_\_\_\_

Monthly \_\_\_ Yes \_\_\_ No    *approximate number of times* \_\_\_\_\_

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*Any additional information about your event(s)*

## 2015 Program Grant Funding Report - Event Table

*This Event Table can be copied and completed for each event*

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

Name and title of person  
completing this Event 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?	