

# Grassroots Arts Program Subgrant Report Form FY 2023-2024



*Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.*

Throughout the pandemic, the North Carolina Arts Council has adapted our grant-making strategies to support the arts sector. With the addition of federal funding, our agency has adjusted the Grassroots Arts Program grant guidelines to encourage investment strategies that would support long term organizational growth and sustainability. This funding is made possible by the North Carolina State legislature.

To better evaluate the impact of the Grassroots Arts Program, the North Carolina Arts Council has adjusted this final report form to help us measure the investment along three strategy pillars in FY 2023-24.

- **Capacity:** specific effort to strengthen organizational infrastructure.
- **Sustainability:** investment in leadership and talent to support strategic decision-making to address change and ongoing challenges or improve organization efficiency and resiliency.
- **Expanding Relationships with Black, Indigenous, and People of Color (BIPOC):** investment into a BIPOC led organization or effort to build and/or strengthen relationships and programming with artists that are.

## I. Organization Information

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

Contact Person's Name: \_\_\_\_\_

Contact Person's Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: North Carolina Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Website: \_\_\_\_\_

Organization's EIN: \_\_\_\_\_

Organization's UEI: \_\_\_\_\_

Applicant Race: \_\_\_\_\_



# Grassroots Arts Program Subgrant Report Form FY 2023-2024



---

*Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.*

## **III. Project Budget**

### **Total Project Budget**

Please note that the Grassroots Arts Program grant requires at least a 1:1 match.

\*Please include any funds beyond the 1:1 match used to complete the project.

1. Grassroots Arts Program grant amount \_\_\_\_\_
2. Matching funds \_\_\_\_\_
3. Total Project Budget \_\_\_\_\_

# Grassroots Arts Program Subgrant Report Form FY 2023-2024



Submit this report to your funding agency. **It should not be submitted to the North Carolina Arts Council.**

## Project Expenses

### Capacity:

- A. Personnel
  - a. Administrative Staff (i.e. staff retention or increased hours)
  - b. New position
  - c. Artistic Staff
- B. Outside Contracts
  - a. Artistic contracts
  - b. Contract position
- C. General Operations
  - a. Financial audit
  - b. Capital Project - property or building upgrade
  - c. New equipment or upgrade
  - d. Space Rental
  - e. Travel
  - f. Marketing
  - g. Other: \_\_\_\_\_
  - h. Other: \_\_\_\_\_

Grassroots  
Grant

Matching  
Funds

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

### **Total Capacity Expenses**

### Sustainability:

- A. Planning
  - a. Fundraising
  - b. Strategic plan
  - c. Developed a marketing plan
  - d. DEAI (diversity, equity, accessibility, and inclusion)
  - e. AEP 6 study
- B. Training
  - a. Diversity Equity Accessibility Inclusion
  - b. Board
  - c. Staff
- C. Other: \_\_\_\_\_
- D. Other: \_\_\_\_\_

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

### **Total Sustainability Expenses**

### Expanding BIPOC Relationships:

- A. BIPOC artist contracts
- B. Program expansion/evaluation
- C. Operating support for BIPOC led organization
- D. Marketing of BIPOC programming
- E. Other: \_\_\_\_\_
- F. Other: \_\_\_\_\_

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

### **Total Expanding BIPOC Relationships Expenses**

### Remaining Project Expenses:

_____	_____
_____	_____

### **Total Cash Expenses**

_____	_____
-------	-------

# Grassroots Arts Program Subgrant Report Form FY 2023-2024



Submit this report to your funding agency. **It should not be submitted to the North Carolina Arts Council.**

## IV. Participation Statistics

1. Total **number** of participants and audience members \_\_\_\_\_
  - a. Specify the **number** who are children and youth (Pre-K through secondary school students) \_\_\_\_\_
  - b. Specify the **number** who are consultants \_\_\_\_\_
  - c. Specify the **number** who are artists \_\_\_\_\_

### Project Demographics

1. Excluding artists and consultant, what percentage of project participants were: **(Should add to 100%)**
  - a. American Indian/Alaskan Native \_\_\_\_\_
  - b. Native Hawaiian/Pacific Islander \_\_\_\_\_
  - c. Black/African American \_\_\_\_\_
  - d. Hispanic/Latino \_\_\_\_\_
  - e. White, not Hispanic \_\_\_\_\_
  - f. Asian \_\_\_\_\_ Total: \_\_\_\_\_
2. If a consultant was hired, what percentage of the project's consultants were: **(Should add to 100%)**
  - a. American Indian/Alaskan Native \_\_\_\_\_
  - b. Native Hawaiian/Pacific Islander \_\_\_\_\_
  - c. Black/African-American \_\_\_\_\_
  - d. Hispanic/Latino \_\_\_\_\_
  - e. White, not Hispanic \_\_\_\_\_
  - f. Asian \_\_\_\_\_
  - g. N/A, not applicable \_\_\_\_\_ Total: \_\_\_\_\_
3. What percentage of artists in the funded projects were: **(Should add to 100%)**
  - a. American Indian/Alaskan Native \_\_\_\_\_
  - b. Native Hawaiian/Pacific Islander \_\_\_\_\_
  - c. Black/African-American \_\_\_\_\_
  - d. Hispanic/Latino \_\_\_\_\_
  - e. White, not Hispanic \_\_\_\_\_
  - f. Asian \_\_\_\_\_
  - h. N/A, not applicable \_\_\_\_\_ Total: \_\_\_\_\_

### Arts Education

1. Did 50% or more of the project activities involve arts education; increasing knowledge and skills in the arts to grades Pre-K– 12? Yes No

### Grassroots Arts Program Subgrant History

2. Has your organization ever received a Grassroots Arts Program subgrant before July 2023?  
Yes No
3. What type of organization are you? Arts Community School Municipality

# Grassroots Arts Program Subgrant Report Form FY 2023-2024



---

*Submit this report to your funding agency. It should not be submitted to the North Carolina Arts Council.*

## **V. Attachments**

### **1. Publicity Materials (REQUIRED)**

Attach any materials used for project publicity and any other printed materials using the North Carolina Arts Council credit line and logo. Attach articles, reviews, and other materials documenting funded project.

### **2. Legislative Letters (OPTIONAL)**

Attach copies of the letters or emails sent to legislators expressing appreciation of this grant.

### **3. Upload formal plan or deliverable (OPTIONAL)**

Upload any formal plan created or supporting documents.