



# 2013 - 2014 COMMUNITY ARTS PROJECTS EVALUATION FORM

(Deadline 6-15-14)

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 \_\_\_\_\_ Web Site Address www. \_\_\_\_\_

Organization's EIN \_\_\_\_\_ Fiscal Year End Date \_\_\_\_\_

(See Glossary at the end of this form for Codes Describing Your Organization)

Status Code \_\_\_\_\_ Institution Code \_\_\_\_\_ Applicant Discipline \_\_\_\_\_ Applicant Race/Ethnicity Code \_\_\_\_\_

Organization's 2013-14 Income \_\_\_\_\_ Organization's 2013-14 Expenses \_\_\_\_\_

## Grant Data

Grant amount \_\_\_\_\_

Matching funds \_\_\_\_\_

Total \_\_\_\_\_

## Project Data

### Participation Statistics

Total **number** of people participating in programs funded through Grassroots Arts Program grant \_\_\_\_\_

Specify the **number** of this count who are children and youth (pre-K through secondary school students)

\_\_\_\_\_ Specify the **number** of this count who are artists \_\_\_\_\_

Specify the **number** of this count who are volunteers \_\_\_\_\_

### Racial/Ethnic Makeup

What **number** of total audience are (Do not enter a percentage) – These numbers should equal the total participation.

American Indian/Alaskan Native \_\_\_\_\_ Native Hawaiian/Pacific Islander \_\_\_\_\_

Black/African-American \_\_\_\_\_ Hispanic/Latino \_\_\_\_\_

White, not Hispanic \_\_\_\_\_ Asian \_\_\_\_\_

**Arts Education**

Choose the item that predominantly applies to your funded activities.  
 If your programs did not involve Arts Education, please check number 4.

1 50% or more of activities are arts education; increasing knowledge and skills in the arts to

- 1A Arts Education – K-12
- 1B Arts Education – higher education, adult education
- 1C Arts Education – Pre-K children
- 1D Arts Education – Adult learners (include teachers and artists)

2 More than 0%, but less than 50% of activities are arts education directed to

- 2A Arts Education – K-12
- 2B Arts Education – higher education, adult education
- 2C Arts Education – Pre-K children
- 2D Arts Education – Adult learners (include teachers and artists)

3  Arts in Education – using the arts to teach non-arts subjects

4  None of these activities involves arts education

**Project Description Narrative**

Please provide a brief description of the project funded: (limit 25 words)

**Attachments**

- **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.
- **Legislative Letters (OPTIONAL)**  
 Copies of the letters or emails sent to legislators expressing appreciation of this grant.
- **List of Participating Artists and Arts Groups (REQUIRED)**  
 Attach a list that includes the names, addresses, and art forms of artists and arts organizations participating in your funded project. We use this information to invite them to be registered in our database.

Please use the following format –

Please fill out the follow form for all professional artists hired: (this form must be filled out for all artists)

Name	Email	Phone	Race

**A** – Asian, **AA** – African American/Black, **AI** – American Indian/Alaskan Native, **C** – Caucasian/Not Hispanic,  
**H** – Native Hawaiian/Pacific Islander, **L** – Hispanic/Latino, **M** – Mixed Racial

2013-2014 Community Arts Projects  
 (Please type--Information may be provided on a separate sheet as needed)

**ACTUAL INCOME AND EXPENSES**  
 (MUST BE COMPLETED BEFORE FINAL PAYMENT CAN BE PROCESSED)

**PROJECT EXPENSES**

Personnel (Administrative, Artistic, Production)	\$ _____
Outside Fees & Services (Contracted Artists)	\$ _____
Space Rental	\$ _____
Travel	\$ _____
Marketing	
Printing	\$ _____
Advertising	\$ _____
Remaining Project Expenses	
Supplies	\$ _____
Postage	\$ _____
Telephone	\$ _____
Utilities	\$ _____
Other (itemize)	\$ _____
	<hr style="border-top: 3px double black;"/>
<b>TOTAL CASH EXPENSES</b>	<b>\$ _____</b>

**PROJECT INCOME**

Admissions	\$ _____
Contracted Services Revenue	\$ _____
Private Support	
Corporate Contributions	\$ _____
Foundation Grants	\$ _____
Other Private Grants/Contributions	\$ _____
Government Support	
Federal	\$ _____
State/Regional (not including this request)	\$ _____
Local	\$ _____
Applicant Cash	\$ _____
Other Revenue	\$ _____
Grant Amount Requested in this application	\$ _____
	<hr style="border-top: 3px double black;"/>
<b>TOTAL CASH INCOME</b>	<b>\$ _____</b>

***Note: Total cash expenses must equal total cash income. Also, please complete final budget as actual – don't just make it match the original budget. Thanks!***

**Mail Completed Evaluation to:**  
 Mr. Travis Compton, Community Outreach Coordinator  
 High Point Area Arts Council  
 PO Box 5526, High Point, NC 27262

## Glossary

**Status: Choose the one item which best describes your legal status.**

- 01 individual
- 02 organization - nonprofit
- 02A artist group - not incorporated
- 03 organization - profit
- 04 government - federal
- 05 government - state
- 06 government - regional
- 07 government - county
- 08 government - municipal
- 09 government - tribal
- 10 international organization
- 11 None of the above (Please list)

**Institution: Choose the one item which best describes you. This code is used for Arts Council lists to group similar organizations together.**

### Individuals

- 01 Individual-Artist - includes performing, visual, crafts, literary and others who create, perform or interpret works of art
- 02 Individual-Non-Artist - includes supporters, patrons, and others interested in arts

**Organizations: Choose the category that best describes your organization.**

### Arts Organizations

- Art School (15A)
- Artist Guild/Membership Association (18)
- Artist Shop/Studio (10A)
- Arts Cultural Center (15)
- Arts Camp/Summer Program (15B)
- Arts Council/Local Arts Agency (16)
- Arts Publication (13A)
- Arts Service Organization (17)
- Arts Support/Fundraising Group (18A)
- Book Publisher/Press (12)
- Cinema (11)
- Concert Series/Series Presenter (14A)
- Exhibit Space - other than artists studio or gallery (10B)
- Fair/Festival (14)
- Gallery (10)
- Literary Magazine (13)
- Museum – Art (08)
- Performance Facility (07)
- Performing Group – College/University (04)
- Performing Group – Community - avocational performers; may be directed by professionals (05)
- Performing Group – Professional (03)
- Performing Group for Young Audiences (06)
- Regional Arts Consortium (16A)
- Youth Performing Group (06A)

## Community Organizations

College/University (26)  
Community Service Organization (32)  
Chamber of Commerce/CVB (32B)  
Corporation/Business (31)  
Correctional Institution (33)  
Email new site/web site (43A)  
Foundation (30)  
Government-Executive (38)  
Government-Judicial (39)  
Government-Legislative (House) (40)  
Government-Legislative (Senate) (41)  
Health Care Organization (34)  
Historical/Science/Interpretive Museum (09)  
Historical Society/Commission (28)  
Humanities Council/Agency (29)  
Library (27)  
Local Government (38A)  
Media-Daily Newspaper (43)  
Media-Periodical (42)  
Media-Radio (45)  
Media-Television (46)  
Media-Weekly Newspaper (44)  
Park/Historic Site (37A)  
Parks and Recreation Department (37)  
Preschool/Child Care Facility (25B)  
Recreation/Athletic Center (37B)  
Religious Organization (35)  
Senior Citizens' Center (36)  
School District (19)  
School-Elementary (21)  
School-K-12 (25A)  
School-Middle (22)  
School-Other (25)  
School-Parent-Teach Association (20)  
School-Secondary (23)  
School-Vocational/Technical College (24)  
Social Service Organization (32A)

**Discipline: Choose the code describing the discipline for the majority of supported activities. Only use Multidisciplinary (14) if the majority of activities cannot be attributed to one discipline.**

**Crafts (07)**

Clay (07A)  
Fiber Arts (07B)  
Glass (07C)  
Leather (07D)  
Metal (07E)  
Mixed Media (07I)  
Paper Arts (07F)  
Plastics (07G)  
Stone (07AB)  
Woodworking (07H)

**Dance (01)**

Ballet (01A)  
Ethnic/Jazz/Folk Inspired Dance (01B)  
Modern Dance (01C)

**Design Arts (06)**

Architecture (06A)  
Fashion Design (06B)  
Graphic Design (including computer graphics) (06C)  
Industrial Design (06D)  
Interior Design (06E)  
Landscape Architecture (06F)  
Urban/Metropolitan Design/Planning (06G)

**Folk Arts (12)**

Folk Crafts (12C)  
Folk Dance (12B)  
Folklore/Study of Folk Arts (12E)  
Folk Music (12A)  
Narrative/Storyteller (12D)

**Literature (10)**

Children's Literature (10F)  
Fiction Writing (10A)  
Non-Fiction Writing (10B)  
Playwriting (10C)  
Poetry (10D)  
Screenwriting (10E)  
Translation (10H)  
Spoken-word (10G)

**Media Arts (09)**

Audio Arts (09B)  
Film (09A)  
Film Animation (09AB)  
Technology/Experimental (09D)  
Video Arts (09C)

**Music (02)**

Band Music (02A)  
Blues (02FA)  
Chamber Music (02B)  
Choral Music (02C)  
Country Music (02GC)  
Ethnic/Folk Inspired(02E)  
Gospel Music (02EA)  
Hip Hop Music (02GB)  
Jazz(02F)  
New Music/Electronic/Experimental(02D)  
Orchestral Music (02I)  
Popular/Rock Music (02G)  
Rap/Urban(02GA)  
Solo/Recital Music (02H)  
World Music(02EB)

**Opera/Musical Theater (03)**

Opera (03A)  
Musical Theater (03B)

**Photography (08)****Theater (04)**

Mime (04B)  
Puppetry (04D)  
Theater for Young Audience (04E)  
Theater (general) (04A)

**Visual Arts (05)**

Experimental Visual Arts (05A)  
Graphics – Prints/Drawings (05B)  
Painting (05D)  
Sculpture (05F)

**Humanities (13)****Interdisciplinary (11)****Multi-Disciplinary (14)**

Performing Arts (14A)  
Visual Arts (14B)

**Non-Arts/Non-Humanities (15)**

**Race/Ethnicity:** This is a National Standard for Arts Information Exchange data collection project to document state arts agency grantmaking activities. This information will not be used in making grant decisions.

**Applicant Race/Ethnicity**

Individuals may select any combination of the codes that apply. Organizations should choose the one code that best represents 50 percent or more of their staff or board or membership.

- N American Indian/Alaskan native
- A Asian
- B Black/African American
- H Hispanic/Latino
- P Native Hawaiian/Pacific Islander
- W White, not Hispanic