

# 2023-2024 Mission Support Grant

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## *ArtsKC - Regional Arts Council*

### **MISSION SUPPORT IMPACT REPORT FORM**

#### Deadlines:

For single-year recipients: Please file by June 17, 2024 or within 60 days of the end of your funded projects, whichever is earlier.

For multi-year recipients: November 18, 2024

Note on Character Limits: please answer the spirit of the question and include relevant specifics. You are not required to use the full character limit.

#### **Grant Application Name\***

Please enter your organization's name, followed by the phrase, "Mission Support."

*Character Limit: 100*

## *Question Group*

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#### **Narrative\***

Artistic and Programming Quality - How did your organization assess the quality of the funded programs and activities? Did you reach your goals?

You may include upload copies of reviews or audience responses if you wish in the attachment section.

If your activities have changed from what was originally proposed, please explain how your activities evolved.

Was your project in person, virtual, or a combination?

Budget Changes - Were there any significant changes from your original proposal and budget? If so, please explain.

*Character Limit: 5000*

#### **Number of Individuals Served (participants and audience)\***

*Character Limit: 10*

#### **Program Demographics\***

Describe the demographics of the **participants and audience** that are served by your organization (members, performers, exhibitors, volunteers, and audience. Do not include board

members or staff). This may include ethnicity/race, sexual orientation, people with disabilities, and any other demographic information that may be relevant to your organization.

*Character Limit: 1500*

### ArtsKC Funding Impact\*

Please describe the impact of receiving ArtsKC funding on your organization and your audiences or program participants. Stories or quotes from your audience members are welcome. Your answers may be used in helping to promote ArtsKC in future campaigns.

*Character Limit: 1500*

### Contact Information Updates\*

Has your mailing address, email address, phone number, website, or other information changed since the beginning of your project?

Please review your grant letter. If you need your second grant payment to be sent to a new address, you will need to inform us, and to fill out a new W9 form.

If there are no changes to your contact information, please write, "No change."

*Character Limit: 250*

## Attachments

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### Income and Expense Report\*

Provide a listing of expenses and revenues for the project. It can be as simple or complicated as required.

The ideal format for financial reporting is a document that uses three columns that include your budget figures, your actual results, and then the variances between the first two columns. The document should be in Word, Excel or PDF format and uploaded using the button below.

*File Size Limit: 2 MB*

### Documentation - images, audio, or video

Ideally, include documentation that shows your programs and services in action, your constituents, and your unique organization. **By uploading materials below, you indicate it is pre-approved for ArtsKC's use.** You may upload any combination of the following:

- Photos of the art experience or participants

- Press articles

- Publicity materials

- Testimonials

- Links to audio / video documentation online such as vimeo, youtube (provide the link in the description).

Screenshots from social media or other, more ephemeral communication platforms.

If your file is too large, try: <http://simpleimageresizer.com> or <https://resizeimage.net>

File types: pdf, jpg, jpeg, gif, png, doc, docx, xls, xlsx, txt, csv

### Documentation 1\*

*Character Limit: 500 | File Size Limit: 3 MB*

### Documentation 2

*Character Limit: 500 | File Size Limit: 3 MB*

This is the end of your Impact Report. Please save and submit it.

Impact Reports may require up to two weeks to review. Upon review, the grants manager may contact you to ask for clarifications, further documentation, or other adjustments that are necessary to fulfill the grant agreement before the report can be accepted. Your second grant payment may require up to two weeks for processing when your Impact Report is accepted.

**Congratulations again on your Mission Support Grant. We are very proud to support you and your art.**