



**Commission on the Arts  
Annual Grant - Final Report**

**Annual Grant 2018/19 Final Report – Due July 13, 2019**

You may email a PDF of the report to [COTA@city.ames.ia.us](mailto:COTA@city.ames.ia.us) or send/ bring in one copy to: City Manager's Office, Box 811, Ames, IA 50010. If you have questions, call the City Manager's office at 515-239-5101.

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

Contract Year \_\_\_\_\_

Amount Received from COTA \_\_\_\_\_

**Briefly describe how the funding was used:**

This report covers (check one):  Operational Support  Activity Support

<b>Name of Person Filing this Form</b>	
<b>Position in Organization</b>	
<b>Date of Submission</b>	



# BUDGET

		2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2017/18 Budget	2018/19 Application
<b>REVENUES</b>	Donations						
	Memberships						
	Program Fees						
	Tickets						
	COTA						
	Other Grants ( _____ )						
	Other Revenue ( _____ )						
	<b>TOTAL</b>						
<b>EXPENSES</b>	Salaries and Benefits						
	Honoraria						
	Occupancy/Rent/Utilities/Maint.						
	Marketing						
	Fees & Services						
	Other Expenses ( _____ )						
	<b>TOTAL</b>						
	<b>Annual Net (Revenues Less Expenses)</b>						
	<i>Cash to Reserves</i>						



# BALANCE SHEET

		2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual
<b>ASSETS</b>	Cash/Checking/Money Market				
	Savings/Investments				
	Endowments				
	Inventory				
	Other Liquid Assets				
	<i>SUBTOTAL LIQUID</i>				
	Buildings/Real Estate				
	Equipment				
	<i>SUBTOTAL NON-LIQUID</i>				
	<b>TOTAL ASSETS</b>				
<b>LIABILITIES</b>	Depreciation				
	Inventory Cost				
	Other Liabilities				
	<b>TOTAL LIABILITIES</b>				
	<b>Net</b>				



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BENEFIT TO AMES	As Stated in COTA Application	Actual
<b>A. Participants</b> (Total number of people)		
Artists		
Volunteers		
Full-time Staff (1FTE per person)		
Part-time Staff (FTEs)		
<b>A-1. Of the above, estimate the percentages falling into each of the following age groups</b>		
Children (0-18 yrs)		
Adults (19-54 yrs)		
Senior Citizen (55 yrs and over)		
<b>B. Audience</b> (percentages of total audience)		
Children (0-18 yrs)		
Adults (19-54 yrs)		
Senior Citizen (55 yrs and over)		

**C. How successful were you in attracting diverse populations?**

**D. Please submit one example of a promotional material produced for the COTA-supported program (e.g., news release, advertising, playbill, or program). Electronic submittals are preferred.**

**E. What was the most successful outcome of the program and what is an opportunity for improvement?**