



C. Describe board, staff or other evaluation methods. (example: audience surveys, independent evaluation reports, etc.)

D. What provisions were made for disabled persons? Please check all that apply.      9 TDD      9 Hearing devises  
 9Physical access      9 Special notices      9Parking      9 Other

E. Program Evaluation - consider objectives, future plans, ways of improvement, favorite anecdote; tell how this project could benefit cultural tourism, and how it can foster development of community.

**IX. Total number benefitting from this project (Total Audience and Participants and Working Personnel)**

	<u>Local</u>	<u>Out-of-town</u>	C. Personnel	<u>Paid Persons</u>	<u>Volunteers</u>
A. Audience total:	_____	_____	<u>Full Time</u>	_____	_____
			<u>Part Time</u>	_____	_____
B. Participants total:	_____	_____	Number of Artists	_____	_____
			Technicians	_____	_____
			Administrators	_____	_____
			Other	_____	_____
<b>ETHNIC DETAIL</b>			Total number of personnel:	_____	_____
	Audience	Participants	Total number of paid hours:	_____	_____
N-American Indian	_____%	_____%	Total # of volunteer hours:	_____	_____
A-Asian/Pacific Islander	_____%	_____%			
AA-African American/Black	_____%	_____%	Grand Total Hours:	_____	_____
H-Hispanic/Latin	_____%	_____%			
White	_____%	_____%			
<b>TOTAL PERCENT</b>	<b><u>100 %</u></b>	<b><u>100 %</u></b>			

X. ACTIVITY INFORMATION: List the number of events held in each category.

Commissions (original works) \_\_\_\_\_ Conferences \_\_\_\_\_ Exhibits \_\_\_\_\_ Festivals \_\_\_\_\_  
 Lectures/Demonstrations \_\_\_\_\_ Master Classes \_\_\_\_\_ Performances \_\_\_\_\_ Productions \_\_\_\_\_  
 Publications \_\_\_\_\_ Seminars-Workshops \_\_\_\_\_ Other \_\_\_\_\_

**NOTE: Please do not attach receipts; however, accurate financial records must be maintained by receipts, ticket sale, records, canceled checks, etc. The HAC, City, or its authorized representative may call for a complete breakdown of actual project expenditures, cash resources, and in-kind services and shall have access to the financial records of each project.**

XI. FINANCIAL INFORMATION (ROUND TO NEAREST DOLLAR). (ADD ALL COLUMNS AND ROWS.)				
A. EXPENDITURES	PAID FROM CITY FUNDS (A)	PAID FROM OTHER SOURCES-CASH (B)	VALUE (\$) OF IN-KIND SERVICES (C)	TOTAL OF A, B, & C = (D)
1. Personnel - Administrative				
Artistic				
Technical				
Other				
2. Outside professional services:				
Administrative				
Artistic				
Technical				
Other				
3. Space Rental	//////////			
4. Equipment Rental				
5. Travel/Transportation				
6. Promotion/Printing				
7. Costumes/Royalties				
8. Other (supplies, postage, etc.)				
9. <b>TOTAL</b>	A+ \$	B+ \$	C+	=D \$
10. <b>TOTAL CASH EXPENDITURES</b>	A+ \$	B+ \$	= \$	
<b>B. SOURCE OF FUNDS</b>				
1. Huntsville Arts Commission				\$
2. Applicant Organization's Funds				
3. Other Project Income: a. Admission charges				
b. Registration fees				
c. Contributions from other organizations or individuals				
d. Grants (Texas Commission on the Arts, etc.)				

e. Other	
4. <b>TOTAL</b> Funds	\$
Total Funds (total of B1, 2, and 3)	\$
Total In-Kind (should equal total of Column C on XI.)	\$
Total Project Resources (total of Funds & In-Kind; should equal total in Column D of XI. A)	\$

***Remember: ω Minimum of six (6) digitized photos - are required***

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