

1. Grant Number \_\_\_\_\_

2. Project Title \_\_\_\_\_

3. Grantee \_\_\_\_\_

4. Project Director: Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone (    ) \_\_\_\_\_

5. Approved Budget

6. Actual Expenditures

GHC Grant \_\_\_\_\_

\_\_\_\_\_

Cost Share \_\_\_\_\_

\_\_\_\_\_

Total \_\_\_\_\_

\_\_\_\_\_

AUDIENCE INFORMATION:

1. Total number in attendance at all sessions \_\_\_\_\_

If the figure above represents a cumulative total in which one person may be counted several times, please estimate as accurately as possible the actual number of individuals who attended the program, and rewrite here.

\_\_\_\_\_

2. Estimate the audience profile with reference to sex, age, ethnic representation and educational level.

SEX

Male \_\_\_\_\_ %

Female \_\_\_\_\_ %

AGE

Under 1: \_\_\_\_\_ %

12 - 18 \_\_\_\_\_ %

18 - 25 \_\_\_\_\_ %

25 - 35 \_\_\_\_\_ %

35 - 55 \_\_\_\_\_ %

55 & up \_\_\_\_\_ %

EDUCATIONAL LEVEL

Elementary \_\_\_\_\_ %

High School \_\_\_\_\_ %

College \_\_\_\_\_ %

Graduate Work \_\_\_\_\_ %

Professional/  
Technical Training \_\_\_\_\_ %

ETHNIC REPRESENTATION

Caucasian \_\_\_\_\_ %

African-American \_\_\_\_\_ %

Latino \_\_\_\_\_ %

Other (identify) \_\_\_\_\_ %

3. Was the audience primarily made up of representatives of any specialized type of group, such as clubs, civic organizations, professional associations?

4. Briefly evaluate the project's success in reaching its target audience. Include your observations concerning reasons for the success or failure.

## PUBLICITY

1. How were the media (newspapers, TV and radio) involved in the promotion of the program? If so, how? Which stations/networks and/or publications were used?
2. How did you inform your local elected representatives (including federal and state) of your and program? Please attach copies of letters sent (if the letters for this program have not been previously submitted to the Council for this program).
3. Which local elected representatives, if any, registered for and/or attend this program?

## ATTACHMENTS:

\*A report or narrative evaluating your program and its successes and/or failures. In this report, summarize the audience's evaluation of the program, including specific examples when possible. Also summarize the facilitators' (speakers, panel members, moderators, planners, etc.) evaluations of the program. Include an assessment of the project's success and/or failure in meeting its specific objectives as stated in the grant application. Did the project have an impact on the community? How? How did you choose to measure this impact?

\*A list of the times, dates and locations of all of your program events and sessions

\* A list of the humanities professionals who participated in the program, their institutions, disciplines, and the nature of their involvement with the project (such as planner, speaker, panelist, or evaluator). Give specific examples of the contributions that the scholars made to your project.

\* The final Financial Report Form

\* The list of Itemized Grant Expenditures (Attachment A)

\* The list of Itemized Cost-Share (Attachment B)

\*Photographs taken at program and press releases sent to media.