



Utah Humanities Council
Museum Interpretation Grant Final Report

Date Contract Closed:

FY reported to NEH:

PART A: Project In-Brief

Project title:

Grant number:

Project director:

Sponsoring organization:

FINAL BUDGET TOTALS	ACTUAL AMOUNT
UHC Grant Funds Expended	1)
In-Kind Matching Documented	2)
Cash Matching Documented	3)
(Add lines 2 + 3)	
TOTAL	4)

List each program or activity (attach an additional sheet if necessary):

Location/City	Event or Activity	Speaker	Audience #

PART B: Fiscal Report

Check the following statements that are true:

- UHC funds have been spent only as approved in the project budget.
- We have complied with any conditions/stipulations included in the grant agreement.
- Auditable financial records document expenditures of UHC funds and cash match on approved project activities.
- In-kind contribution records indicate source, date, purpose, cost-bases, and dollar value.
- All records will be retained for 7 years from the closing of this grant.

-OVER-

PART C: Project Narrative and Evaluation

In at least ONE written page, address the following:

A. Goals and Objectives:

Describe the extent to which the project's stated goals were served and their objectives achieved.

B. Community Impact:

What evidence can you describe of the impact of your museum interpretation project on the museum? What long-term impact do you think it will have on the community?

C. Planning and Publicity:

Describe the planning process, project activities and evaluation. Discuss how publicity was disseminated for your grant project and attach publicity samples.

D. Opportunities and Needs

What future opportunities did your grant project help create? What institutional needs did this project help satisfy? What new needs does your museum have now that this project is complete?

E. Capacity

How did your grant project build your museum's capacity to provide interpretative programming to the public? If applicable, please describe how your grant project helped you develop partnerships with other community groups and organizations and raise funds for your museum. If applicable, also indicate how it affected museum membership?

Was there an increase in your museum's visitation numbers as a result of your grant project? Please indicate the increase as a percentage in the space provided. _____. Has there been repeat patronage of the museum as a result of your grant project? If so, please explain above under the "Capacity" heading.

PART D: Signatures

By signing and submitting this final report, we certify that the above and attached information is accurate and truthful.

Authorizing Agent / Date

Project Director / Date

Fiscal Agent / Date