**Toyota Alumni Fund**

## FINAL GRANT REPORT*Due: Six months after the completion of the professional development/project*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount of Grant: \_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_

***Please answer the following questions.*** *Type your responses on another sheet. Please include the question at the beginning of each section.*

1. Briefly summarize the professional development/project. Detail the goals of the professional development/project and the ability to fulfill the goals stated in the original application. Include any adjustments to the proposed professional development/project necessary due to obstacles or adjustments during the creative process. Do not exceed one page.
2. Please evaluate the long-term impact of the professional development/project on you as an artist or group of artists.
3. Describe the utilization of funds. If you were required to raise additional funds for the professional development/project, please list the amount and the sources of additional funding.
4. Attach an itemized expense sheet with the original estimated budget and the actual expenses of the professional development/project.
5. Include copies of printed materials including a printed program, media coverage or other documentation, audience surveys and/or head count of attendees, etc. Provide visual documentation in the form of digital images for use on GSA website or other promotional materials if possible.

GSA staff and the Toyota Alumni Fund review panel appreciate your help in improving our grant and award program. We welcome any additional comments about the application and final report process. If you would like to provide additional feedback, please submit feedback on a separate paper.

Return completed form, narrative and budget to:

Toyota Alumni Fund

ATTN: Paula O. Lockhart

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Or

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