



OAKVILLE

CULTURAL GRANTS

Administered by the Oakville Arts Council

Final Report 2018

Welcome to the Final Report for the Cultural Grants Program. This report is intended to gather information about your organization's activities that most closely align with the 2018 funding cycle (January - December 2018). If your activities will take place after the reporting deadline, please make sure you complete the progress report questions.

If this is your first final report and you have questions about what activities and financial information you need to provide, please contact the OAC.

If you did not receive funding through the Cultural Grants Program in 2018, you do not need to complete this form.

If you are completing a report for a previous year, please contact the OAC for assistance. If you are applying for a Cultural Grant for the first time, you should complete a Statement of Interest instead of this document.

Please note that you will not be able to save the survey document and return to it at a later date. A "working document" has been created for this purpose. A link to the document was included in an email sent to your organization and can also be found on the OAC website on the Cultural Grants page. Please do not submit the working document; when all the questions are complete, enter them using the Survey Monkey link and click on the submit button at the end of the survey.

1. Organization Information

Contact Name

Organization Name

Address 1

Address 2

City

Prov

Postal Code

Phone#

Email

Website

* 2. Legal Information

Fiscal year end (d/m)

Date of incorporation: (d/m/y)

Charitable/Not-For-Profit registration #

* 3. Organizational Profile

of Full-time Employees

of Part-time Employees

of members (for organizations that have paid membership programs)

% of members residing in Oakville (for applicable organizations)

* 4. What fiscal year are you reporting on? This should be the most recent fiscal year completed, i.e. July 1, 2017 - June 30, 2018.

* 5. What grant amount did you receive in 2018?

* 6. What were the goals of your funding request for 2018?.

To support organizational sustainability

To support volunteer recruitment, training and development

To build audience reach (i.e. ticket buyers, consumers of art)

To engage new participants (i.e. members, volunteers)

To celebrate multiculturalism and educate the public on diverse art forms

To develop artistic programming

To foster intellectual, social, physical, and emotional growth and well-being through arts and culture

To provide accessibility and opportunities in arts and culture to all income levels to increase the quality of life for all residents

To create job growth in the arts and cultural sector

To help leverage further funding from other sources (i.e. grants, sponsors, donors, etc.)

Other

* 7. What were the results in meeting your goals, based on your measures? Be specific in how you used the grant funds.

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Other

* 8. Did you have any challenges in meeting your goals? If so, what were the conditions that led to these challenges? How are you addressing these challenges?

* 9. Provide the total number of activities programmed in each applicable area during the reporting fiscal year:

total # of classes / workshops

total # of performances

total # of exhibitions

total # of events

total # of festivals

total # of collaborations / partnerships

* 10. Beside the appropriate categories, list all of your activity names and the date(s) on which they occurred in your reporting fiscal year:

classes / workshops

performances

exhibitions

events

festivals

collaborations / partnerships

* 11. List the total attendance for any applicable area based on the activities of your group that occurred in your reporting fiscal year:

classes / workshops (total # of people)

performances (total # of people)

exhibitions (total # of people)

events (total # of people)

festivals (total # of people)

* 12. How did your organization reach out to the community to share your activities and art form? (Check all that apply)

- We have a website
- We use social media (i.e. Facebook, Twitter, LinkedIn, etc.)
- We input our arts activity in Oakville Arts Council on-line calendar
- We use Oakville Arts Council brochure rack program
- We keep our contact information current on Oakville Arts Council member directory
- We create and distribute marketing materials (i.e. posters, brochures, postcards, etc.)
- We build solid relationships with our local media (i.e. press releases, etc.)
- We have a budget for advertising
- We invite Mayor and Council, MPP and MP to events
- We are a Town of Oakville CORE member
- We utilize Town of Oakville facilities (i.e. Oakville Museum, Oakville Centre for the Performing Arts, Coronation Park, QEPCCC, Town Hall, etc.)
- We participate in Culture Days
- We partner with other groups and our greater community
- We participate on committees at Queen Elizabeth Park Community and Cultural Centre

Other (please specify)

* 13. Tell us about your partnership/collaborations in the community, if applicable:

* 14. How did your organization benefit from volunteer assistance?

15. How many volunteers worked with your organization during the reporting year?

16. How many hours did your volunteers contribute?

*** 17. Revenue (reporting fiscal year) Cash only**

Grants – Town of Oakville (request)

Ontario Trillium Foundation

Ontario Arts Council

Oakville Community Foundation

Other Grants

Endowments

Sponsorship / Donations

Membership fees

Ticket Sales / Subscriptions

Other sales/fundraising (i.e. CD's, T-shirts, etc.)

*** 18. Expense (reporting fiscal year) Cash only**

Administration (i.e. printing, postage, insurance, etc.)

Rent

Salaries / Fees / Honorariums

Production / Exhibits / Events

Services

Classes & Instruction

Communications & Marketing

Other

*** 19. Please provide a brief explanation of any in-kind support received and the total fair market value of the in-kind support received.**

* 20. Progress Report (if applicable): If you received funding in 2018 and this funding is not a part of your 2017 - 2018 report, but will be reported on in your 2018 - 2019 report, indicate your program goals and measures:

To support organizational sustainability

To support volunteer recruitment, training and development

To build audience reach (i.e. ticket buyers, consumers of art)

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Other

* 21. Progress Report (If applicable): Are you having any challenges in meeting your 2017 goals? If so, what are the conditions to these challenges? How are you re-working operations to address these challenges?

* 22. We wish to apply for a 2019 Town of Oakville Cultural Grant:

- Yes
- No

23. Please provide a brief explanation indicating what the funds will be used for in 2019 (300 words or less)

* 24. We have provided the following information to the Oakville Arts Council c/o Bernadette Ward:

- Emailed current Board/Executive List with names, positions and tenures to bward@oakville.ca
- Emailed audited or year-end financial statements or balance sheet and profit/loss statement for 2018 to bward@oakville.ca

* 25. Terms and Conditions

- We have read the eligibility criteria, submitted our Final Report and understand that should our Final Report be approved by the review panel, we will be invited to submit an application
- We consent to release: Pursuant to the Municipal Freedom of Information and Protection of Privacy Act, information on this form may be released on request
- On behalf of, and with the authority of the above-mentioned organization, we certify that we have read and understand the terms and conditions of the Town of Oakville Cultural Grants. Further, we certify that the information given is true, correct and complete in every aspect. By typing our names and email addresses in the box below, we authorize this Final Report on behalf of our organization.

* 26. Authorizations

The organization has approved our Final Report at its meeting on:

DD/MM/YYYY

* 27. Authorizing Information

Name

Email

Name

Email