

**FINAL REPORT DUE 30 DAYS AFTER FISCAL YEAR END**  
**AVAILABLE ONLINE:**  
[HTTP://PHOENIX.GOV/ARTS/ARTGRANTS/MANAGING/FORMS/INDEX.HTML](http://PHOENIX.GOV/ARTS/ARTGRANTS/MANAGING/FORMS/INDEX.HTML)

**PHOENIX OFFICE OF ARTS AND CULTURE**  
**GENERAL OPERATING SUPPORT LEVEL III**  
**FINAL REPORT**

I. ARTS ORGANIZATION DATA:

Organization	Phone
Street Address	City and Zip
Submitted by	Phone
Report describes the Fiscal Year beginning	and ending

II. PHOENIX STATISTICS

Please provide the actual numbers for the fiscal year.

Salaries paid in Phoenix	
Volunteer hours in Phoenix	
Total number of artists employed	
Number of local artists	
Number of non-local artists	
% of tickets sold by subscription	%
% of tickets sold individually	%
Total annual attendance at Phoenix events	
Number of youth served by programs in Phx. (Pre-Kindergarten thru 12th grade)	

III. GENERAL OPERATING SUPPORT IMPACT

Attach a one-page narrative describing the impact of General Operating Support from the Phoenix Office of Arts and Culture for the last completed year. What was accomplished as a result of Commission support? List areas of stabilization, expansion, new programming, etc. Note your achievements in the areas of cultural diversity, community outreach, and educational programs. (Refer to plans outlined in your original application.)

IV. ORGANIZATION BUDGET

V. SUPPLEMENTAL BUDGET INFORMATION

# ORGANIZATION BUDGET FOR THE COMPLETED FISCAL YEAR

For Fiscal Year which began on: \_\_\_\_\_ and ended on: \_\_\_\_\_ Please round amounts to the nearest dollar

<b>REVENUE</b> (earned income-cash only)	<b>Amount</b>	<b>EXPENSES</b> (cash only)	<b>Amount</b>
20 <u>Admissions</u>		29 <u>Personnel/Staff</u> (include salary & benefits)	
a) Single Ticket Sales	_____	a)Administrative #FTE	_____
b) Subscription Series	_____	b)Artistic #FTE	_____
c) Memberships	_____	c)Tech/Production #FTE	_____
Total Admissions	_____	Total Personnel/Staff	_____
21 <u>Contracted Services</u>		30 <u>Outside Fees and Services</u>	
a)Workshops/Classes	_____	a)Artistic (Guest Artists)	_____
b)Government Contracts	_____	b)Other	_____
c)Performance/Residency Fees	_____	Total Outside Fees and Services	_____
d)Other Contracted Services	_____		
Total Contracted Services	_____	31 Production Expenses	_____
22 <u>Other Revenue</u>		32 Space/Facilities	_____
a)Concessions/Sales/Bingo	_____	33 Travel	_____
b)Fundraising Events – Gross	_____	34 Marketing/P.R./Promotion	_____
c)Interest Earned	_____		
d)Miscellaneous Revenue	_____	35 <u>Remaining Operating Expenses</u>	
Total Other Revenue	_____	a)Fundraising	_____
<b>Support (contributed income –cash only)</b>		b)Phone/Postage	_____
23 Corporate Contributions	_____	c)Rentals (other than facilities)	_____
24 Foundation Grants	_____	d)Supplies/Materials	_____
25 <u>Other Private Contributions</u> (cash)		e)Insurance	_____
a)Individuals	_____	f)Concession/Sales Shop/Bingo	_____
b)Board Members	_____	g)Other	_____
c)Affiliated Organizations	_____	Total Remaining Operating Expenses	_____
Total Other Private Contributions	_____	36 Total Cash Operating Expenses	_____
26 <u>Government Support</u> (identify source)		37 Surplus/Deficit	_____
a)Federal	_____	<i>(Subtract item 36 from Item 28)</i>	
b)Regional	_____	38 Cash Reserve (non-obligated funds)	_____
c)State	_____	(List balance; if none list 0)	
d)County	_____	39 Accumulated Organization debt	_____
e)City	_____	(List balance; if none list 0)	
-Office of Arts and Culture	_____		
f)Other City Sources	_____		
Total Government Support	_____		
27 Applicant Cash (obligated funds)	_____		
28 Total Cash Operating Income	_____		
(Total items 20 thru 27)			

Name of Organization \_\_\_\_\_

## Supplemental Budget Information

Please detail earnings within the boundaries of Phoenix for last completed fiscal year. (Please round numbers to the nearest dollar.)

40. Total Admissions \_\_\_\_\_  
(See item 20)

41. Total Contracted Services \_\_\_\_\_  
(See item 21)

42. Total Other Revenue \_\_\_\_\_  
(See item 22)

43. Total Revenue earned in Phoenix \_\_\_\_\_  
(Total items 40 thru 42)

Please list ALL cash contributions (total not limited to Phoenix)

44. Total Cash Contributions \_\_\_\_\_  
(Total items 23 thru 27)

45. Grant Total Earned & Contributed Income \_\_\_\_\_  
(Total items 43 & 44)

CERTIFICATION: I certify that to the best of my knowledge and belief, this report is correct and complete.

X \_\_\_\_\_  
Signature of person completing report DATE

X \_\_\_\_\_  
Signature of Authorizing Official DATE

Send to: Dwight Walth  
Phoenix Office of Arts and Culture Phone: 602-495-0188  
200 W. Washington, 10th Floor  
Phoenix, AZ 85003

### PLEASE NOTE:

- ⇒ All financial records must be maintained for three years following completion of grant period.
- ⇒ Inadequate or delinquent reports may affect future funding.