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Connecticut Humanities Connecticut Humanities Fund

37 Broad Street Public Presentation **–** Planning

Middletown, CT 06457 Final Reports

**Grant Final Report – Public Presentation (Planning Phase)**

This report summarizes the final disposition of your grant-funded project. There are two sections: Project Narrative and Financial Final Report (separate Excel document). Both the Narrative and Financial reports must be signed by the appropriate official(s) and may be submitted via mail or email to CTH by the date specified in your contract.

When reports are approved by CTH the final grant award payment will be made. If final reports are not received with complete information and signatures by the due date the organization will be not be allowed to apply for future CTH grants until it has complied with all reporting requirements.

CTH Grant Award #:

Project Title:

**Project Narrative**

1. Did the planning process help you to discover potential humanities themes and appropriate formats to interpret those themes to your intended audience?
2. Did the process change or alter your original intentions for the public program?
3. Were the scholars and consultants involved in the project satisfactory? If not, please explain how or why you were not satisfied.
4. How will your organization implement the planning completed in this phase?
5. What specific challenges will you face implementing this plan?
6. Were marketing plans developed during this planning project? If so, do you know the project’s potential to increase your institution's visibility and/or visitation?
7. What aspects of your planning project fell short of expectations and why do you think that happened? What would you do differently that could lead to more successful outcomes?
8. What suggestions do you have that would be helpful to other grantees in managing projects of this type?

 **Project Director Certification:** I certify that the information in this report is true and correct and that all expenditures were incurred solely for the purposes of the above numbered grant, during the grant period, and in accordance with the agreed conditions of the award.

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

 Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_