You are required to submit a final product documenting lessons learned from the funded activities. This product should be public-facing. In addition to serving your intended audience, the product should be easily used by other practitioners who might be interested in developing a similar program, model, or tool.

It is our intention to showcase these products on www.arts.gov, in addition to your own organization's dissemination plans.

The final product must include:

1. A title page with the National Endowment for the Arts' logo.

2. An abstract of the project consisting of 2-3 short paragraphs summarizing the project's goals,

    partners, and project activities.

3. An executive summary of the project, which should be no longer than 10 pages, and includes:

    - A summary outlining the types of resources created, knowledge disseminated, and technical assistance delivered during the project period.
    - A summary of activities that took place, and links to any electronic final work products, including online resources, white papers, webinars, mentorship programming, etc.
    - Descriptions of project participants and audiences.
    - Ideas on ways that activities conducted during this project could be sustained, expanded, or replicated.
    - A summary of any evaluation conducted and key lessons learned.

The exact format and organization of the final products may vary depending on the project scope and dissemination plans. Please contact Our Town program staff at OT@arts.gov with questions if you have questions about formatting the product.

You must submit the final product:

- Via National Endowment for the Arts' online grants management system for award recipients, eGMS REACH (REACH). User names for REACH were provided in your award notification.

- Email a copy to the National Endowment for the Arts' Our Town program staff at OT@arts.gov.

*FY18-19