

SAMPLESee **Manage Your Award** for FDRs for open awards.**FY15 & Later FINAL DESCRIPTIVE REPORT - Livability**

December 2014

Submit your Final Descriptive Report (FDR) within 90 days after the award period end date. The FDR **must** be emailed as a PDF to FinalReports@arts.gov. Before completing this form, please review our FDR formatting instructions, found here: XXXXXXX. FDRs must be completed in Adobe Reader, version 9 or newer, and saved as a PDF to upload to our final reports database. Please follow the instructions carefully; improperly formatted reports cannot be accepted.

The FDR has three parts; the first two are included in this fillable form. Part III of the FDR is an online reporting system for the geographic location of project activities. Refer to the Reporting Requirements document or, if a cooperative agreement, refer to your award document to determine if you must submit a final product in addition to your FDR and Federal Financial Report.

ORGANIZATION INFORMATION

Organization:	
Grant #: - - OR	Cooperative Agreement #: DCA -
Period of Performance: / / to / /	
Contact (First, Last):	
Title:	
Email:	Phone:
Website:	Fax:

PART I: PROJECT STRATEGIES AND NARRATIVE

In your application, you identified the strategies you expected to employ to strengthen communities through the arts. Please check below all the strategies that were actually used in your project. You will discuss these strategies in the next section. Check all that apply.

<input type="checkbox"/>	Develop Plan(s) for Cultural and/or Creative Sector Growth. Includes activities such as planning for arts/cultural districts and creative industry hubs/districts/clusters, cultural asset mapping, and other cultural planning activities.
<input type="checkbox"/>	Use Design to Enhance/Revitalize Public Space(s). Includes design activities such as charrettes and competitions, development of design specifications, and other design activities.
<input type="checkbox"/>	Commission and/or Install New Art to Improve Public Space(s). Includes commissioning of permanent and/or temporary site-specific public art (e.g., murals and sculptures, sculpture gardens and waterfront art).
<input type="checkbox"/>	Plan and/or Conduct Arts Activities to Foster Interaction Among Community Members. Includes arts activities (e.g., arts festivals, outdoor exhibitions, and performances) intended to engage community members in public spaces.
<input type="checkbox"/>	Engage Artists and/or Arts Organizations. Includes involvement of artists and/or arts organizations in cultural planning, design, and community engagement activities.
<input type="checkbox"/>	Other Strategies to Improve Livability through Arts and Design. Includes other strategies to improve community livability through the arts and design (provide additional information in the next section).

PROJECT NARRATIVE: In this section, you will describe the achievements and challenges of your project. You may cut and paste the answer into the form from another document, but must limit your response to the posted character limits.

You may include "human interest" stories or other anecdotal information about the project within the narrative as appropriate. On occasion you may be contacted for copies of programs, reviews, relevant news clippings, playbills, or other evidence of your accomplishments, including evidence of your acknowledgement of Arts Endowment support. Feel free to include Web links.

1. What activities did the award support and what did the project accomplish during the period of support? Elaborate on your use of the strategies identified in the **Project Strategies** section. (3,000 character limit)
2. Were you able to carry out all approved project activities? If not, please explain. (3,000 character limit)
3. Discuss the extent to which you achieved the Livability primary outcome identified in your application. We recognize that some projects involve risk, and we want to hear about what you've learned from both your successes and failures. Also describe specific tools used to measure outcome achievement. (3,000 character limit)
4. Who were the key artists and partnering organizations, and what was the nature of their involvement? (3,000 character limit)
5. Discuss anticipated long-term impacts that may not have been measurable within the grant period of performance (e.g., changes in migration patterns; job and/or revenue growth for the community; or growth in overall levels of social and civic engagement). Please be as specific as possible. (3,000 character limit)
6. Discuss any actual or expected changes in policies, laws, and/or regulations that could

PART II: PROJECT OUTCOMES

1. "In-Person" Arts Experience		
Enter the number of people that directly engaged with the arts, whether through attendance at arts events or participation in arts learning or other types of activities that involved people directly interacting with artists or the arts. Do not count individuals who were primarily reached through television, radio, the Internet, or other media. Avoid inflated numbers, and do not double-count repeat attendees.	a. Adults:	
	b. Children/Youth:	
	c. Total:	
2. Virtual Arts Experience		
For web-based projects, enter the number of unique visitors that accessed online programming (e.g., podcasts, web streaming, games, distance learning, online exhibitions, etc) and mobile applications during the grant period. Do not include people whose primary experience was "in person" or those who visited the website for other content.	a. Internet:	
	b. Mobile:	
	c. Total:	

3. For the next three sections, select all categories that, by your best estimate, **made up 25% or more of the population that directly benefited from the project** during the period of performance. These responses should refer to populations reached directly, rather than through broadcasts or online programming.

Race/Ethnicity (choose all that apply)	
	N - American Indian or Alaskan Native
	A - Asian
	B - Black or African American
	H - Hispanic or Latino
	P - Native Hawaiian or other Pacific Islander
	W - White
	G - No single racial/ethnic group made up more than 25% of the population directly benefited

Age Ranges (choose all that apply)	
	1. Children/Youth (0-18 years)
	2. Young Adults (19-24 years)
	3. Adults (25-64 years)
	4. Older Adults (65+ years)
	9. No single age group made up more than 25% of the population directly benefited

Underserved/Distinct Groups (choose all that apply)	
	D - Individuals with Disabilities
	I - Individuals in Institutions (include people living in hospitals, hospices, nursing homes, assisted care facilities, correctional facilities, and homeless shelters)
	P - Individuals below the Poverty Line
	E - Individuals with Limited English Proficiency
	M - Military Veterans/Active Duty Personnel
	Y - Youth at Risk
	G - No single underserved/distinct group made up more than 25% of the population directly benefited

4. **Project Activities.** Provide your best estimates for each of the following categories:

Project Activity	Number
Number of Professional Quality Original Works of Art Created <ul style="list-style-type: none"> Do not include student works, adaptations, recreations, or restaging of existing works. 	
Number of Fairs/Festivals Held <ul style="list-style-type: none"> Do not include media arts or film festivals. Report those activities in the Exhibitions field below. 	
Number of Exhibitions Curated/Presented <ul style="list-style-type: none"> Include visual arts, media arts, design, and film festivals. Count each curated film series as a single exhibition. 	
Number of Concerts/Performances/Readings	

<p>Number of Arts Instruction Activities</p> <ul style="list-style-type: none"> • Include classes, demonstrations, lectures and other means used to teach knowledge of and/or skills in the arts. • A class taught over multiple sessions should still be counted as one class. • A class repeated for multiple audiences should be counted per audience. 	
<p>Number of Hours Artists Were in Residence</p> <ul style="list-style-type: none"> • Include artists' activities in schools and community settings. 	
<p>Number of Community Action Plans Developed and Approved That Support Community Livability Through the Arts</p> <ul style="list-style-type: none"> • Include plans for arts/cultural districts and creative industry hubs/districts/clusters. 	
<p>Number of Design Plans Produced</p> <ul style="list-style-type: none"> • Include feasibility, predevelopment, and other design plans produced to enhance and/or revitalize public spaces. 	
<p>Number of Works of Art Installed in Public Spaces</p> <ul style="list-style-type: none"> • Include works of art permanently or temporarily installed in a public space. 	

PART III: GEOGRAPHIC LOCATION OF PROJECT ACTIVITY

For your Final Descriptive Report to be complete, you **must** report the locations of specific project activity using the Geographic Location of Project Activity online reporting tool at <https://apps.nea.gov/GEO/Default.aspx>.