

Cultural Development Final Report Template

FUNDING BACKGROUND

Innovation PEI's Cultural Development Division supports creative industries, cultural initiatives as well as community-based festivals and events.

OVERVIEW

You must complete this form to fulfill the terms and conditions of the grant you received from Innovation PEI Cultural Development Division. Final reports enable us to verify that the funded project has taken place, provide valuable information about the creative industries sector, and help us measure and demonstrate the impact of our funding programs.

GRANT HOLDER INFORMATION

- Organization Name:
- Contact Name:
- Email Address:
- Project Name:
- PA #:
- Project Start Date:
- Project Completion Date:
- Amount Granted:
- Total Project Cost:
- Provide a short summary of the project you undertook with the assistance of your grant from Innovation PEI. (approximately 250 words)
- Provide a description of your project goal, activities and timelines.
- Did you meet the project goal, activities, and timeline? If not, why?

- Summarize the key achievements and outcomes of your project. If applicable, what challenges did you face? (approximately 250 words)
- Summarize the impact of your project on the industry, community, your art practice and/or organization of your project.

FINANCIAL INFORMATION

You must submit a final budget. Complete the column labeled “Actual” in your copy of the application budget, and send it with your Final Report Form, providing us with an accurate draft vs actual budget.

Note: Use the budget notes column to provide any additional information.

SUBMITTING YOUR COMPLETED FINAL REPORT FORM

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