

CONNECTICUT HUMANITIES COUNCIL
955 South Main Street, Suite E
Middletown, CT 06457

PROJECT DIRECTOR'S FINAL REPORT
Cultural Heritage Development Fund
Implementation Grants

This report summarizes the intention and accomplishments of your project for the Council's Evaluations Committee. The report has two sections: (1) an overview of project statistics, and (2) an evaluation of project successes and failures. Information for the first section may be entered in the blanks provided. Additional sheets should be used to answer the questions in the second section.

Your final report provides Council members and staff with a window into the workings of the program and your comments are taken very seriously. Please be accurate, complete and candid. A careful assessment of your own project and of the Council's procedures and policies is essential to our ability to do our work well.

SECTION I. Statistical Overview

CHDF Project No. _____
Congressional District No. _____ Senate District (Connecticut) No. _____
House District (Connecticut) No. _____ Tourism District No. _____

1. Project Title: _____

2. Sponsor(s)

(Name) _____	(Name) _____
(Address) _____	(Address) _____
_____	_____
_____	_____
(Phone Number) _____	(Phone Number) _____

3. Proj. Director

(Name) _____	(Signature) _____
(Title) _____	_____
(Address) _____	(Phone Number) _____
_____	_____
_____	_____

Amount of Award:

Final Amount of Cost-Share:

4. Council Award	\$ _____	In-Kind	\$ _____
		Sponsor Cash	\$ _____
Actual Expenditures	\$ _____	External Gifts	\$ _____

5. Dates of Grant Period: From _____ Through _____
(Use Grant Agreement dates, include any extensions)

SECTION II. Project Evaluation

1. Outline the aims of the project.
2. Briefly describe the final format and approach of your activities. Please list the date(s) and location(s) of your public activities. Did the project successfully convey humanities themes to a broad public audience? How do you know? (i.e. what evaluation process did you use to determine your conclusions?)
3. Describe in detail your promotional and publicity efforts (attach copies of news stories, photographs, brochures, etc.). Did you reach your intended audience? Did you succeed in reaching tourists? What worked? What failed?
4. What was the total audience? What was the number and/or percent of out-of-state visitors? Did the project succeed in increasing your institution's visibility and visitation during the duration of the project? If so, how significantly? Did the project continue to influence your visitation levels even after its completion
5. How much funding did you secure from outside donors? Please list all awards and amounts (lump all gifts from individuals into a single figure).
6. If you were requested to conduct an economic impact study, what were its principal findings? (attach a copy of the full study).
7. Describe any project related activities that will continue beyond the grant period.
8. What was particularly successful about your project?
9. With all this behind you, what would have done differently?
10. What suggestions do you have for the Connecticut Humanities Council that would be helpful to grantees in managing projects of this type?
11. What suggestions do you have for the Council regarding its own procedures and policies?