

# 2026 General Operating Support Grant Program

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*Essex County Div. of Cultural Affairs*

## *Narrative*

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### Contact Information

By clicking 'I Agree' below, you certify that the grant contact information listed on this grant interface is up-to-date and should be used by the granter to contact this organization in reference to the Local Grant Award.

**NOTE:** It is the responsibility of the re-grantee to keep the most current contact information available on this site at all times to streamline the grant award process.

### Choices

I Agree

I Do Not Agree

### Project Name\*

Name of Project

If not requesting funds for a special project, then project name should be "General Operating Support".

*Character Limit: 100*

### Changes to Original Application\*

Did your project change from the time you applied for this award? How? Keep in mind, you may not spend funds in ways other than those indicated in your application without written authorization. Please make sure these changes are reflected in the yellow columns of the Finance Chart.

If there were no changes, simply write "there were no changes."

*Character Limit: 1000*

### Project Final Narrative\*

Discuss how your project (GOS: the grant period) went. Were all of your goals met?

*Character Limit: 2500*

### Activities\*

What is the total number of public arts activities supported by this local arts program grant for the grant period. **(January - December of this year).** For GOS re-grantees: This number is all of the public programming presented during the listed time period.

*Character Limit: 250*

## Audience Anecdotes\*

Use this area to convey any feedback or stories from your audience about the projects that you produced this year.

*Character Limit: 2500*

## Audience

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### Audience Demographics\*

Below you will be asked to report on your audience numbers. In the following text box, please describe the methods you used to calculate your attendance. Also include the demographics of your audience and how you collected that information.

*Character Limit: 2500*

### Adult Live Attendance\*

*Character Limit: 10*

### Youth (under 18) live attendance\*

*Character Limit: 10*

### Adult Virtual Attendance\*

*Character Limit: 10*

### Youth (under 18) Virtual Attendance\*

*Character Limit: 10*

### Indirect "attendance"/"participation"\*

As per the NJSCA, "indirect attendance/participation" refers to those receiving a substantial amount of work, performances, or artistic product through listenership, viewership, or readership via broadcast, internet, or publication. This would include activities such as radio broadcast of a concert, TV broadcast of a performance, an exhibition catalog, a poetry anthology, etc. It does not include those reached through news articles, radio interviews, TV news coverage, advertising, calendar listings, visits to websites for information, etc. If you have questions regarding this section, please contact the Essex County Cultural Affairs grant administrator.

*Character Limit: 10*

### Indirect "attendance"/"participation" narrative\*

Please use the space below to describe the activities that attracted the indirect attendance number and the source(s) for the information.

*Character Limit: 1000*

### Artists Engaged\*

*Character Limit: 10*

## Finance

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### Finance Chart\*

Please upload your completed and updated finance chart. This should be the same chart that was used in your initial application. You will now fill in the gold columns (column G for operations and columns J, K, L, and M for special projects). The blue columns (C, D, and F for operations, and C, D, E, and F for special projects) were filled in and submitted with your application and will also need to be included in this form.

*File Size Limit: 1 MB*

### Budget Explanation\*

Please use this section to include any information that will help provide a fuller picture of your finance chart.

*Character Limit: 1000*

### Budget Issues or Concerns\*

Do you have any budgetary issues or concerns that relate to this grant or moving forward into next year?

*Character Limit: 1000*

### Arts Education\*

Please provide the total expenditures attributed to pro-active education activities.

*Character Limit: 20*

### Artists' Services\*

Please provide the total expenditures related to contracting artists.

*Character Limit: 20*

## Evaluation

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### Community Impact\*

What impact did your project have on the community and how did you measure that?

*Character Limit: 2500*

### Adjustment\*

If you were to do this project again, is there anything you would do differently? How would you change the project? Why do you feel the project did not meet your goals in the original version?

*Character Limit: 2500*

**Accessibility\***

How are making your project more accessible to audiences?

*Character Limit: 2500*

**Audience Outreach\***

How do you plan to grow your audience?

*Character Limit: 2500*

**Professional Development\***

List any webinars, workshops, or other training you or your organization have taken during this year. Is there any specific training you are looking for in regard to skills for managing special projects or the general operating of your organization?

*Character Limit: 1000*

## *Marketing and Attachments*

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**Marketing/Publicity/Program Materials\***

How are you marketing your organization and publicizing your events? List any sample materials being submitted.

*Character Limit: 500*

**Marketing Collateral\***

Please upload an example of your marketing materials and use the space provided to describe it.

*Character Limit: 250 | File Size Limit: 1 MB*

**Additional Attachment 1**

Use this space to upload and describe materials that provide a fuller picture of your project.

*Character Limit: 1000 | File Size Limit: 5 MB*

**Additional Attachment 2**

Use this space to upload and describe material that provide a fuller picture of your project.

*Character Limit: 1000 | File Size Limit: 5 MB*

**Additional Attachment 3**

Use this space to upload and describe material that provide a fuller picture of your project.

*Character Limit: 1000 | File Size Limit: 5 MB*

## *Submission of Report*

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### **E-Signature\***

Enter your full name, job title and the date of the report submission. (E.g., Anne Smith, Executive Director, July 7 2021).

*Character Limit: 250*

### **Confirmation**

By entering your signature above and clicking 'I Agree' below, you certify that the information in the report is true and correct.

### **Choices**

I Agree

I Do Not Agree