2026 General Operating Support Grant Program

Essex County Div. of Cultural Affairs

Narrative

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*

*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 (Column G for operations; columns J, K, L, and M for special projects) 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 history activities support by this local history program 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

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

Total Number of all visitors to your site or sites (including children)*

Character Limit: 250

Attendance at sponsored programs held off-site*

Character Limit: 250

Total number of virtual visitors (including website and social media)*

Character Limit: 250

Total number of social media visitors*

Character Limit: 250

Children served aged preschool to grade 12*

Character Limit: 250

Finance

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 yellow 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

Evaluation

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 the goals in the original version?

Character Limit: 2500

Accessibility*

How are you making your project more accessible to audiences?

Character Limit: 2500

Audience Outreach*

How do you plan to grow your audiences?

Character Limit: 2500

Professional Development*

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

Character Limit: 1000

Marketing and Attachments

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

E-Signature*

Enter your full name, job title and the date of the Final Report form submission. (e.g., Anne Smith, Executive Director, January 15, 2019)

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