



MINI-GRANT FINAL REPORT

HTx grant number:

Project title:

Sponsoring organization:

Grant Period:

Program Report

On a separate sheet of paper, please respond briefly to the following questions. Feel free to address any other points or concerns that seem relevant.

- List name(s) of speaker(s), number of presentations, and combined attendance for all presentations. For grants containing exhibits, list the total number of visitors who viewed the exhibit at the venue(s) funded by the grant.
- What was/were the major accomplishment(s) of this project?
- Please describe the quality of presentation(s) by the humanities scholar(s).
- Please describe the degree and quality of dialogue between the presenter(s)/moderator and audience.
- Would you recommend the participating humanities scholar(s) to other organizations? Why or why not?
- Was Humanities Texas properly credited in print materials, the program introduction, and event publicity?
- Do you have any suggestions for improving the HTx mini-grant program?

Publicity

Please include **TWO** samples of any printed materials you may have for this project, as well as **TWO** copies of any publicity that the project received (e.g., newspaper stories). Also, we always appreciate photos from an event, when possible. Thank you!

Financial Report

Please sign the statement below. If there were any changes to the approved budget, please attach a Mini-grant revised budget form to this report.

We certify that all expenditures were incurred and expended within the approved grant period solely for the purposes of the above numbered grant, and in accordance with the conditions of the Grant Agreement dated (Date) or with the modifications noted within this report.

Authorizing Official: _____
Signature Type or Print Name Date

Fiscal agent: _____
Signature Type or Print Name Date

Exhibition Program Director's Report

Help us keep our prices low! Please return this form promptly at the end of your program as this information is required by our supporting agencies. Please include samples of any publicity and printed materials.

Name _____ County _____
Organization _____ U.S. Congressional District # _____
Exhibit Name _____ * Number/ days displayed _____ Total attendance _____

*Exclude days building closed

Videos/Slides/Films Used** _____ Number/times shown _____ Total/combined attendance _____

Program Details: Feel free to attach additional sheet

Type of venue where the exhibit was displayed:

- Art Gallery:** K-12 University Private
- Library:** K-12 University Public
- Museum:** Art History Historical Site Cultural
- Other (describe):** _____

If the exhibit was displayed in locations other than host venue, please list name(s) and location(s):

Did you host any supplementary programs? Was the exhibit displayed in conjunction with any other special events? (i.e. festivals, tours, etc.) Please describe _____

Any additional comments? _____

Speakers:

List humanities scholar(s) that spoke as part of your program (count yourself if qualified)

Date	Speaker Name*	Institution	Attendance
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

In-kind hours:

Total hours spent on the exhibit: planning _____ ordering _____
setting up _____ publicizing _____ supervising _____

Audience (check all that apply):

- General adult
- Senior citizens
- Minority/ethnic
- K-12 students (class)
- K-12 students (non-class)
- K-12 teachers
- College (class)
- College (non-class)
- Community leaders
- Scholars