It will take approximately 30 minutes to complete this survey. Please note that users will not be able to save their progress. Survey must be completed in one session. Please refer to the downloadable forms on the MHC website in advance if you cannot complete this in one session.

* 1. Grant number


* 2. Grant title


* 3. Project Director


* 4. Project Director email


* 5. Sponsoring Organization


* 6. Address


7. Phone


* 8. How would you best describe your organization?

☐ Rural  ☐ Suburban  ☐ Urban
9. What is the focus of your organization? (Select all that apply)

- History (history museum, historical society, historic house, etc.)
- Museum (art)
- Archive
- Theater/performance
- Other (please specify)

10. How many employees and volunteers does your organization have?

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>1</th>
<th>2-4</th>
<th>5-9</th>
<th>10+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time employees</td>
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<tr>
<td>Part-time employees</td>
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<tr>
<td>Volunteers</td>
<td></td>
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</tr>
</tbody>
</table>

11. What is your organization's average annual operating budget?

- Under $50,000
- Between $50,000 and $99,999
- Between $100,000 and $499,999
- Between $500,000 and $1 million
- Over $1 million

12. What audiences does your organization currently serve? (Select all that apply)

- Ages 0 - 5
- K-12 students
- 18-24 yrs
- 25-44
- 45-64
- 65+

13. Over the past three years, how many grants has your organization applied for, from any funder?

- None
- 1 - 2
- 3 - 5
- More than 5

14. Was this your first MHC grant?

- Yes
- No
15. **Grant category**

- Mini Grant (up to $1,000)
- Major Grant (between $1,001 and $7,500)
- Pulitzer Campfires Grant (between $500 and $10,000)
- Fourteenth Amendment in American Life and Imagination Grant (up to $1000)
- Journalism, Democracy and the Informed Citizen (up to $3000)
- Arts and Humanities Grant (up to $1000)

[Continued on next page]
For the next three questions, please share your program date(s), location(s), and attendance. For example, if your project included two separate events, you would fill out the fields like this:

Event/program date(s): 1/15/15 and 1/17/15
Event/program location(s): Springfield Public Library and the Lupine Art Gallery in Springfield
Attendance at event/program(s): 25 and 100

If your program was a single exhibit that spanned a period of time, you would fill out the fields like this:

Event/program date(s): 1/15/15 - 3/15/15
Event/program location(s): Springfield Historical Society
Attendance at event/program(s): 500

* 21. Event/program date(s)

* 22. Event/program location(s)

* 23. Attendance at event/program(s)
* 24. Total audience (please enter a number)

* 25. Please break down your audience numbers by age group.

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ages 0 - 5</td>
<td></td>
</tr>
<tr>
<td>K-12 students</td>
<td></td>
</tr>
<tr>
<td>18-24 yrs</td>
<td></td>
</tr>
<tr>
<td>25-44</td>
<td></td>
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<tr>
<td>45-64</td>
<td></td>
</tr>
<tr>
<td>65+</td>
<td></td>
</tr>
</tbody>
</table>

* 26. Give us an overview of your project.
* 27. Describe the topics addressed by the project and the project staffing. Were there any changes or additions since the project was funded? Please explain.

* 28. Identify any humanities scholars involved in the project (their names and professional affiliations) and describe the role of each. Please describe your experience working with a humanities professional.
29. Describe the public response, including media coverage and other publicity. Did the response meet your expectations? To what do you attribute the success or failure in meeting these expectations?

30. What were the project's goals, and how successful was the project in meeting them? What were your major takeaways.
* 31. How could the project have been improved?

* 32. What long-term results can be expected from the project (for example, is it a springboard for further conversation)?
* 33. Please include a brief budget narrative describing how your final budget compares to your original project budget.

**SALARIES AND FEES**

34. Administrative costs

MHC grant: Budgeted

MHC grant: Spent

35. Administrative costs

Cash cost share: Budgeted

Cash cost share: Spent

36. Administrative costs

In-kind cost share: Budgeted

In-kind cost share: Spent

**CONSULTANTS**

37. Consultant Costs

MHC grant: Budgeted

MHC grant: Spent

38. Consultant Costs

Cash cost share: Budgeted

Cash cost share: Spent
39. Consultant Costs
In-kind cost share:
Budgeted

In-kind cost share: Spent

OFFICE/MEETING/EVENT SPACE

40. Office and meeting space costs
MHC grant: Budgeted

MHC grant: Spent

41. Office and meeting space costs
Cash cost share: Budgeted

Cash cost share: Spent

42. Book costs
MHC grant: Budgeted

MHC grant: Spent

43. Office and meeting space costs
In-kind cost share:
Budgeted

In-kind cost share: Spent

BOOKS

44. Book costs
Cash cost share: Budgeted

Cash cost share: Spent

45. Book costs
In-kind cost share:
Budgeted

In-kind cost share: Spent

OTHER SUPPLIES
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>MHC grant: Budgeted</th>
<th>MHC grant: Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>46. Other supplies costs</td>
<td></td>
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<tr>
<td>47. Other supplies costs</td>
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<tr>
<td>48. Other supplies costs</td>
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<tr>
<td>PUBLICITY/COMMUNICATIONS</td>
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<td>49. Publicity/communications costs</td>
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<td>50. Publicity/communications costs</td>
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<td>51. Publicity/communications costs</td>
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<td>TRAVEL</td>
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<td>52. Travel costs</td>
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<td>53. Travel costs</td>
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<tr>
<td>Cash cost share: Budgeted</td>
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<tr>
<td>Cash cost share: Spent</td>
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<tr>
<td>54. Travel costs</td>
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<tr>
<td>In-kind cost share: Budgeted</td>
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<tr>
<td>In-kind cost share: Spent</td>
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</tbody>
</table>

| OTHER                                   |       |       |

| 55. Other costs                          |       |       |
| MHC grant: Budgeted                     |       |       |
| MHC grant: Spent                        |       |       |

| 56. Other costs                          |       |       |
| Cash cost share: Budgeted                |       |       |
| Cash cost share: Spent                   |       |       |

| 57. Other costs                          |       |       |
| In-kind cost share: Budgeted             |       |       |
| In-kind cost share: Spent                |       |       |

| TOTALS                                   |       |       |

| * 58. Total MHC grant costs              |       |       |
| MHC grant: Budgeted                      |       |       |
| MHC grant: Spent                         |       |       |

| * 59. Total cash costs                   |       |       |
| Cash cost share: Budgeted                |       |       |
| Cash cost share: Spent                   |       |       |
60. Do any of these cash funds come from federal sources?
   - Yes
   - No

61. Total in-kind costs

   In-kind cost share:
   - Budgeted
   - Spent

62. Do any of these in-kind funds come from federal sources?
   - Yes
   - No

If you have any advertising and/or publicity, any written materials resulting from the project, and any evaluation summaries, please send copies of those as well. All supporting materials can be sent to MHC's Grants Team (grants@mainehumanities.org) or mailed to:

Lizz Sinclair, Grants and Partnership Coordinator
Maine Humanities Council
674 Brighton Avenue
Portland, ME 04102