

ILLINOIS ARTS COUNCIL

QUARTERLY REPORT

QUARTERLY REPORT DEADLINES

Check One: 1st Quarter Due October 31st 2nd Quarter Due January 31st
 3rd Quarter Due April 30th 4th Quarter Due July 31st
 (Reports must be received by 5:00pm on the deadline date.)

A Final Report Will Be Due 30 Days After The End Of The Grant Period

This information is necessary to accomplish the statutory requirements outlined under Chapter 20 ILCS 3915 which states that a Quarterly Report describing how funds are being expended must be submitted for all Grants awarded of \$25,000 and over. Disclosure of this information is REQUIRED.

Failure to provide all requested information will result in this form not being processed and the possibility of penalization.

Reports must be approved and signed by the Authorizing Official. Please send hard copy with an original signature by the date listed above. **FAXED QUARTERLY REPORTS WILL NOT BE ACCEPTED.** Consult IAC staff if you have questions.

Grantee Grant Number

Address City Zip

Financial Officer or Individual completing this form Email Address

Title of Project/Program Funded Beginning Date Ending Date

Computation of Amount Spent:

- a. Total amount spent on project/program to date \$ _____ (a)
 (As _____)
- b. Non-IAC share of amount listed on line (a) \$ _____ (b)
- c. IAC grant amount spent to date \$ _____ (c)

(Lines (b) plus (c) should equal line (a).)

Narrative:

On a single page provide a description of all activities supported by this grant that have been undertaken since the grant period started. Include a list of grant-supported activities now scheduled for the remainder of the grant period. Describe how you are evaluating these activities. Describe any deviations from the project/program description listed in the original IAC application. Evaluate the impact this deviation will have on the organization's overall goals and objectives for this program/project.

Authorizing Official's Signature Phone Date submitted