



**FY 2009 FINAL REPORT
TECHNOLOGY ENHANCEMENT GRANT**

Instructions for completing the Final Report:

1. **eGRANT deadline: August 31, 2009.** Final reports must be successfully submitted in eGRANT no later than 5:00 PM on August 31, 2009. If you do not successfully submit the final report by 5:00 PM on August 31, 2009, you must contact MSAC.
2. Follow these steps to access and complete the final report in eGRANT:
 - a. Go to MSAC's web site – www.msac.org
 - b. Click the eGRANT logo at the bottom of the homepage
 - c. Click the "Reports for ALL Grant Types" GO button
 - d. Type your existing login and password and click the LOGIN button
 - e. Locate your FY 2009 Technology Enhancement Grant application and click the green EDIT button across from the words Final Report
3. **In addition, a paper version of the Final Report PDF with an original signature must be delivered to MSAC by 5:00 PM on September 7, 2009 or officially postmarked before midnight on September 7, 2009.**
4. Maryland State Arts Council Technology Enhancement grants require a 1 to 5 cash match.
5. Questions regarding the final report may be directed to Angela Lohr, Grants and Data Manager, at 410-767-6557 or alohr@msac.org.

MARYLAND STATE ARTS COUNCIL

FY 2009 (July 1, 2008 through June 30, 2009) Final Report

<p>eGRANT DEADLINE: AUGUST 31, 2009 Successfully submitted in eGRANT before 5:00 PM on August 31, 2009.</p>	<p>PAPER VERSION DEADLINE: SEPTEMBER 7, 2009 Delivered to MSAC by 5:00 PM or officially postmarked before midnight on September 7, 2009.</p>
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Organization:

The answers to questions 1-6 may not exceed three 8½" x 11" sheets of paper.

1. Describe the equipment you purchased with your Technology Enhancement Grant.
2. How is the new technology impacting your organization's goals and administrative and/or artistic capacity?
3. How has it impacted your constituents? Please give specific examples.
4. How are you specifically measuring the impact of the new equipment?
5. Total Number of Individuals Benefiting:
The total number of staff and/or board participating, and other direct beneficiaries and participants.
6. Please provide anecdotal examples of how having this technology has changed the way you do business or taken an aspect of your activities to a new level.

7. Budgetary Information

Cash Expenses – Itemized List		
1		\$
2		\$
3		\$
4		\$
5		\$
6		\$
7		\$
8		\$
9		\$
10	TOTAL CASH EXPENSES	\$

Cash Income – Itemized List		
11		\$
12		\$
13		\$
14		\$
15		\$
16		\$
17		\$
18		\$
19	MSAC Grant	\$
20	TOTAL CASH INCOME	\$

8. Please attach documentation verifying purchase of equipment (invoices, receipts, etc.).

I certify that all information contained in this report is true and accurate.

Signature_____

Printed Name_____

Title_____ Date_____