



## AIC Final Report Form

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### FINAL REPORT FORM

Deadline: June 30, 2025

This form will autofill with the information currently in our database. Please update the information that autofills if there are any changes from your grant agreement.

Please also respond to the reflection questions to the best of your abilities. This information is used for us to make changes to the grant based on your feedback, report to our funders, share with the general public about our grant programs, and advertise the grant in future intakes. Your project may also be shared with the ArtStarts Gallery team for presentation.

**IMPORTANT!** Please review the AIC Guidelines before completing the form to ensure your final budget items are eligible. You can download the AIC Guidelines from [artstarts.com/aic](https://artstarts.com/aic).

Grant Request Number

#### APPLICANT INFORMATION

Applicant First Name:

Applicant Last Name:

Email

Phone

Title/Position:

Would you like to sign up for the ArtStarts Newsletter?

- ☐ No thanks  
☐ Yes, News for Educators  
☐ Yes, News for Artists  
☐ Yes, Gallery News  
☐ No, I am already signed up for the Newsletter

About our eNewsletters:

1. News for Educators is sent about 6x per year + special announcements. Get updates on artists on tour in BC schools, artist residencies in classrooms, professional development opportunities in arts integration, grants to support the arts in BC schools, ArtStarts Showcase and Conference and more.
2. News for Artists is sent about 6x per year + special announcements. Discover resources for artists, professional development opportunities, funding opportunities for artists working with young people.
3. Gallery News is sent once a month + special announcements. Find out about gallery exhibitions, ArtStarts on Saturdays, ArtStarts at River Market, special events and more.

#### SECTION A - APPLICATION INFORMATION

Below is the project information provided in the application form and confirmed in the grant agreement. Please make any changes that occurred as the project unfolded. Note that you cannot change the school name or artists who were approved to work on the project

Official School Name

Project Title \*

(max 60 characters with spaces)

Below values are finals to confirm your project

# of Participating Teachers: \*

# of Participating Students: \*

# of Participating Artists: \*

Project Start Date: \*

MM/DD/YYYY

(must take place between September 2024 and June 2025 unless extension approved by ArtStarts Staff)

Project End Date: \*

MM/DD/YYYY

(must take place between September 2024 and June 2025 unless extension approved by ArtStarts Staff)

Participating Grade Levels: \*

☐ K

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

☐ 10

☐ 11

☐ 12

# of Volunteers: \*

Other Schools Involved:

Other School Name

[Add another school](#)

Artist and Project Information

**Project Description** - below is the description of the project that you provided in your grant application for your reference

Please provide a short description of the activities and impacts of your completed project.

(200 Word Max) \*

This summary will be used on our online listing of projects funded by AIC Grants at [artstarts.com/aicprojects](https://artstarts.com/aicprojects).

How many divisions/classes did the artists work with? \*

How many hours did the artists spend with students? \*

Add together the hours of all artists and all classrooms

How often did the artists visit the school? \*

Please select... ▼

How did the project support learning outcomes in the BC curriculum subjects?

	Not at all	Indirectly	Directly
Core Competencies *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Applied Skills (Business, Home Economics, Technology, etc) *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arts Education (Dance, Drama, Music, Visual Arts, etc) *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Career Education *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
English Language Arts *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Francais langue premiere *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
French Immersion Language Arts *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mathematics *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical Education *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sciences (Biology, Chemistry, Earth Sciences, etc) *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Languages *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social Studies (BC First Nations Studies, Civic Studies, Geography, History, Law, Social Justice, etc) *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
First Peoples Principles of Learning *	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

How did having an artist(s) in the classroom impact the students? \*

How was the experience of collaborating for the teachers and artists? Please share a highlight if you have one. \*

Do you have any quotes or testimonials from the project that you'd like to share? We use these in our communications about ArtStarts and the AIC grant. (Please limit your answer to a few sentences)

☐ I give ArtStarts permission to share all or part of this quote/testimonial publicly

#### Documentation

Each project funded by the Artists in the Classroom grant is listed on our website at [artstarts.com/aicprojects](https://artstarts.com/aicprojects). Photos help to demonstrate the project process and outcomes, along with the project details and description.

**Attach three or more images that demonstrate the project activities, process and final outcome (required). You may upload up to 10 photos. Please do not upload photos that cannot be shared on social media or on our website. You must ensure that all people, especially young people, photographed have media releases to have their image shared by ArtStarts on our website or on social media.**

*Photos should be 300 dpi, if possible. Landscape-format images work best.*

Photo

No file chosen

[Add another response](#)

#### Videos

Videos help to demonstrate the project process and share the voices of the students involved. If you created a video as part of your AIC-funded projects, please share the link or upload the file.

Link to video documenting the process of your project:

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Link to video documenting the process of your project:

Please note: all documents submitted to ArtStarts in Schools become the property of ArtStarts. Personal information is collected in accordance with the British Columbia Personal Information Protection Act (PIPA) for the purpose of evaluation and assessment for awarding grants and to meet program objectives. ArtStarts will make every effort to maintain the confidentiality of personal information in each report. However, any comments, quotes and documentation, including photographs, original artworks and/or reproductions of artwork developed through the program may be used by ArtStarts and its partners in promotional and communication materials. **Submitted materials will not be returned.**

☐ I have permission to share these photos and videos with ArtStarts for their communication purposes (Required to check yes)

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#### FINANCIAL REPORT

Below is the budget as indicated on your grant agreement. Please edit the information to reflect your actual spending and contributions. The grant amount can only stay the same or be reduced if needed.

Please remember that the total expenses must equal total revenues. The grant amount cannot be larger than the total eligible expenses. And the grant can cover a maximum of 70% of the total budget.

#### EXPENSES

##### ELIGIBLE EXPENSES

List all project expenses that qualify as eligible for AIC funding. The AIC funding may not cover all of these expenses but anything that is eligible should go in this section.

Expense Type

Explanation/Notes

Cost

Please select ▼

[Add another response](#)

**Total****Eligible Expenses:**

\$ 0.00

**OTHER PROJECT EXPENSES**

List all project expenses that are ineligible and covered by the community contribution. These expenses cannot be covered by AIC funding but can be part of your overall project budget.

**Expense Type****Explanation/Notes****Cost**

Please select ▼

[Add another response](#)**Total Other Expenses:**

\$ 0.00

**Total Expenses:**

\$ 0.00


**REVENUES**

**AIC Grant Received** - This is the amount of grant money you received. If you did not use all the grant funds, increase the amount of community contributions below or reduce the expenses above. The Recalculated Grant Allotment field below will show your updated grant amount.

\$ 0

**Community Contributions**

Projects happen with the support of your school community to help cover the costs not covered by the AIC Grant. Please list the sources of community contribution. If there is an In-Kind contribution of goods or services, please make sure to estimate a dollar value and be sure that the expense is noted in expenses for the same dollar value. If you need to reduce the total grant amount you are applying for, please input the corresponding funding in this section.

Revenue Type	Other Revenue	Explanation/Notes	Cost
Please select 			

[Add another response](#)

*These fields calculate your final grant amount. They may change based on what you input for community contributions. Pay attention to "Recalculated Grant Allotment" to make sure your grant amount is correct. You will not be able to submit your grant until the "Balance" field shows \$0.00 meaning that you have the same amount of revenues as expenses.*

*NOTE: Your recalculated grant amount can not exceed the Approved Grant Amount*

**Total Community Contributions:**

\$ 0.00

**Total Estimated Revenues:**

\$ 0.00

**Total**

**Expenses:**

\$ 0.00

**Revenues-**

**Expenses:**

\$ 0.00

**Final Revenue:**

\$ 0.00

**Balance (Final Revenue - Total Expenses):**

\$ 0.00

**Recalculated Grant Allotment (based on Revenues and Expenses):**

\$ 0.00

If your Recalculated Grant Allotment is less than the Grant Received, you may have to return the difference (Grant Received less Recalculated Grant Allotment) to ArtStarts so that it can be granted out to other projects. Please contact us at [aic@artstarts.com](mailto:aic@artstarts.com) to discuss.



If there is a change from the budget submitted at the Grant Agreement stage, please provide an explanation as to why this is the case:

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#### Highlight Your Project at the ArtStarts Gallery

The ArtStarts Gallery is the only free, public gallery in Canada exclusively dedicated to young people's art. Since the gallery opened in 2006, our exhibitions have celebrated the exciting artwork that emerges when students, educators and professional artists work together to deepen learning, creativity and community connections. Our gallery is temporarily closed for renovations (last updated: February 2025). However, we look forward to all of our future opportunities to be held in our renovated space!

Find out more about the ArtStarts Gallery at [artstarts.com/gallery](https://artstarts.com/gallery).

#### SIGNATURE

I declare that, to the best of my knowledge, all information contained in this report is complete and true in every respect


Submitted By

First Name \*

Last Name \*

Email Address \*

Title \*



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