

## Final Report Art Grant 2018

### COVER LETTER WITH CERTIFICATION

“I hereby certify that I am authorized to approve this Report, which serves as a Request for Reimbursement, that I have reviewed the attached invoices in the amount of \$1,250; that all costs claimed have been incurred for the Project in accordance with the Agreement between Nika Lucks and the CITY OF URBANA; that all submitted invoices have been paid; and no costs included herein have been previously submitted.”

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## **THE REPORT**

**The Report:** Please use the following instructions to write a Final Report on letter size plain paper, or to be emailed as a PDF. The Final Report must be word processed. Handwritten Final Reports will not be accepted. Please **do not** staple your report. Paperclip all pages together and place the entire Final Report in an envelope. Binders, folders and report covers are unnecessary and will be discarded. The Report must include the following information:

**Post-Project Evaluation:** Write one typed page describing the following information:

1. Accomplishments and how grant funds were utilized during the grant period.
2. The impact that the grant funds had on your artistic or organizational development.
3. The number of hours spent in completing the project: including planning, administration, promotion, production, and the final presentation.
4. The number of participants in events or activities related to your grant project.
5. Description of experience working with collaborating partners.
6. Any additional comments.

**Project Documentation:** Documentation is required showing the progress or completion of your grant project. **Please note that materials will not be returned.**

Submit no fewer than three **digital** images (.jpg, .gif, or .tif) depicting the performances, workshops, and/or exhibits pertaining to the project. This can include images from the production and the final exhibit or performance of the project.

- Include examples of event announcements or flyers used to promote the event

**Fiscal Report:** The Fiscal Report is a basic list summarizing expenses supported by grant funds. Report only those expenses supported by your Urbana Arts Grant. List the expenses supported by your Urbana Arts Grant in a **spreadsheet or list format** on letter size paper and submit it with the Final Report to the City.

**Revised Project Budget:** Any changes to the Project Budget should be submitted along with the

Final Report to the City for approval on the Revised Project Budget. Project Budgets which request

additional grant award funds above the total award amount listed the signed grant agreement will

**not** be considered.

1. Accomplishments and how grant funds were utilized during the grant period.

My goal for *People of Speech Part Three* was to involve individuals age 60 and up in Art and to share this Art with my community. I lowered the age to 55 and over because I had a lot of people in their late 50's who wanted to participate. I wanted to be able to include these individuals who expressed interest in the project. Thanks to the Urbana Public Arts Grant, I was able to fund my photo project and bring a different kind of art to the Urbana community.

I used participants aging from 57 to 87 and of different races, sizes, and genders. One participant, age 87, lives in Chicago and couldn't make it to Urbana for his shoot. He couldn't drive and I don't own a car myself. However, with the funding I received from the Urbana Public Arts Grant, I was able to take a train to Chicago and photograph him in his home. I understand that this individual is not an Urbana-Champaign resident, however, his contribution to POS Part Three was just as important as that of the residents of Urbana-Champaign. He was the only male and the oldest person involved in the project.

Another participant, who lives in Southern Illinois, came to Urbana to have her shoot done here. I had originally wanted to use only the people in the Urbana community, but it didn't work out that way. A lot of scheduling conflicts, participants changing their minds, weather, and various other snags had a hand in using non-residents.

2. The impact that the grant funds had on your artistic or organizational development.

This was my first time receiving an art grant or having any organization help fund my project. I'm over-the-moon grateful. This has shown me that I'm an exceptional artist, with lots more to showcase. While working on POS Part Three, I had a lot of downs, personally and professional. I doubted myself a lot, but I kept thinking this photo project is going to inspire people. With the support of the Urbana community and the Urbana Art Grant, I was able to get out of my own way and finish the project. I feel confident and stronger as an artist now. This experience has broadened my horizons and has encouraged me to plan other exhibitions. I also learned how to plan for and budget for art creation and art shows. I have a lot of experience promoting other people's art and events, so I used the same methods to promote my own work: Social media, flyers, and word-of-mouth. In the past, when I was accepted to shows, there was no budget for printing and framing art, resulting in significant last-minute out-of-pocket costs. The experience that this grant gave me in funding equipment, travel, and venues will help me plan for future events. This grant also helped by giving me a time-table in which to complete my art. Before this grant, I had not fully considered the amount of time I put into doing professional photo-shoots. I realize now that the soliciting of subjects, scheduling, and creative energy involved is a significant investment of my time, and I have a better idea of what my professional skills are worth.

3. The number of hours spent in completing the project: including planning, administration, promotion, production, and the final presentation.

This project took me a year to finish. I spent multiple ten to twenty hour days planning, calling, emailing, and rescheduling. In addition, the photo shoots were about five hours long and some took two days. But the most time was spent on planning, booking a space, and promoting the event. A breakdown of the hours are in the attached spreadsheet.

4. The number of participants in events or activities related to your grant project.

The number of participants I started with was fifteen, which then dropped down to seven due to scheduling conflicts and participants dropping out. I had to replace a few people and lower the age group to 55 and over.

5. Description of experience working with collaborating partners.

I'm grateful to the City of Urbana, Urbana Public Arts, the participants, 25 O'clock Brewery and the Art community. All for receiving POS Part three so well, for the support, and for allowing me to express and showcase my Art.

6. Any additional comments.

I'm overwhelmed with appreciation and grateful for the Urbana Arts Grant contributions. Without this funding, POS Part Three wouldn't exist. I look forward to exhibiting more of my photos and collections throughout Urbana and Champaign in the near future.

date	purchase	type	reason	vendor	number	cost	total	city-eligible	
5/29/18	hat	merchandise	props	Amazon.com	1	10.82	10.82	no	
5/25/18	camera strap	merchandise	equipment	Amazon.com	1	21.99	21.99	no	
5/25/18	tripod	merchandise	equipment	amazon.com	1	23.49	23.49	no	
5/25/18	sales tax	taxes on merchandise		amazon.com	1	1.94	1.94	no	
5/29/18	bubble machine	merchandise	props	amazon.com	1	36.99	36.99	no	
	business	operation	claim business	news gazette	1	58	58	no	153.23
5/29/18	batteries	merchandise	consumable	amazon.com	1	20.6	20.6	yes	
	food	consumable	venue opening	walmart	1	40	40	yes	
	extra help	services	food prep	individuals	1	80	80	yes	
6/4/18	fedex	services	shipping	fedex	1	4.71	4.71	yes	
4/8/19	amtrak	transportation	photo shoot	amtrak	1	30	30	yes	
10/14/18	amtrak	transportation	photo shoot	amtrak	1	33.3	33.3	yes	
	artist fees			Nika Lucks	1	1011.99	1011.99	yes	
	report prep	services	report prep	individuals	1	50	50	yes	
									1250
AMOUNTS REQUESTED FROM THE CITY ARE IN YELLOW									

date	start	end	total hours	purpose
2/20/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
2/21/18	8:00	7:00 PM	11:00	recruiting, advertising, visiitng subjects
3/16/18	10:00	5:00 PM	7:00	recruiting, advertising, visiitng subjects
3/18/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
4/11/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
4/12/18	11:30	5:00 PM	5:30	planning for travel shooting
4/13/18	8:00	6:00 PM	10:00	travel/photo shoot
4/14/18	10:00	7:00 PM	9:00	travel/photo shoot
4/15/18	8:00	9:00 PM	13:00	travel/photo shoot
5/27/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
6/3/18	10:00	5:00 PM	7:00	recruiting, advertising, visiitng subjects
6/20/18	8:00	1:00 PM	5:00	recruiting, advertising, visiitng subjects
6/21/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
8/5/18	8:00	5:00 PM	9:00	recruiting, advertising, visiitng subjects
8/12/18	8:00	7:00 PM	11:00	recruiting, advertising, visiitng subjects
10/19/18	11:30	5:00 PM	5:30	photo shoot
10/20/18	8:00	5:00 PM	9:00	travel/photo shoot
10/21/18	8:00	5:00 PM	9:00	travel/photo shoot
11/8/18	10:00	5:00 PM	7:00	photo editing
11/9/18	8:00	5:00 PM	9:00	photo editing
11/10/18	8:00	1:00 PM	5:00	photo editing
11/16/18	8:00	5:00 PM	9:00	photo editing
12/5/18	8:00	5:00 PM	9:00	photo editing
1/15/18	10:00	1:00 PM	3:00	setting up a venue
1/18/18	8:00	7:00 PM	11:00	setting up a venue
2/17/18	8:00	5:00 PM	9:00	setting up a venue
3/16/19	8:00	5:00 PM	9:00	show and clean up







