

CITY OF SAN DIEGO COMMISSION FOR ARTS AND CULTURE

Final Performance Report Form
 Organizational Support Program (OSP)
 Creative Communities San Diego Program (CCSD)

Contract # (begins with OSP or CCSD):	
Amount of Funding:	

Contracting Organization	
Telephone	
Fax	
Mailing Address	
City, State, Zip	
Authorized Signer-----Name	
Title	
Telephone	
Email	

1. Using the grid of deliverables you completed for your Exhibit A, please provide information on how well you met each item. For each item you listed, provide the actual vs. projected. For any item that differs more than 15% from your projection, please provide a brief description as to why.
2. Please describe any significant accomplishments beyond those described in Number 1 above.
3. How did your city funding help you meet your organizational (OSP) or project (CCSD) objectives for the year?
 - a. For CCSD applicants only, please list each goal from your Exhibit A followed by a brief description of the extent to which the goal was achieved.
4. Based on your experiences to date, what have been the strengths of the OSP or CCSD program?
5. What are the OSP or CCSD weaknesses?
6. Do you have any suggestions for how the Commission could improve its services or better serve your organization?

OSP Only:

7. Please comment on the Cultural Data Project (CDP). Have you used it for any other applications? Have you used the reports for anything other than the Commission?

CCSD Only:

9. If your event experienced a surplus, please tell us how you will use the surplus to improve the neighborhood or community you serve. If your event experienced a deficit, please explain how it will affect your organization's financial position.

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CONTRACTOR SATISFACTION SURVEY

Organizational Support Program (OSP) and Creative Communities San Diego Program (CCSD)

Use the following scale to rate your level of satisfaction for each of the following items.

1 = poor 2 = satisfactory 3 = good 4 = excellent na – not applicable

1. Application Workshop:

1 2 3 4 na

2. Contract Workshop:

1 2 3 4 na

3. Individual assistance with completing and/or submitting your application for funding:

1 2 3 4 na

4. Responsiveness of Commission staff when you have questions:

1 2 3 4 na

5. User-friendliness of forms and procedures:

1 2 3 4 na

6. Overall satisfaction:

1 2 3 4 na

Comments:

Mail Final Performance Report and all attachments to:
Commission for Arts and Culture
1200 Third Ave, Suite 924
San Diego, CA 92101-4106

ATTACHMENTS CHECKLIST

ALL CONTRACTORS: Check off and attach the following documents to your Narrative:

- Final Performance Report including Survey
- Final Request for Payment
- A maximum of three print samples of publicity or event materials crediting the City of San Diego Commission for Arts and Culture for its support
- OSP Only**: CDP-generated Annual Report

FOR CONTRACTORS RECEIVING IN EXCESS OF \$10,000: Check off and attach the following additional documents to your Narrative:

- Statement of Activities (CDP “Unrestricted Activity Trend Report” is acceptable.)
- Statement of Financial Position (CDP “Balance Sheet” is acceptable.)

Additional Requirement for contractors receiving more than \$75,000:

- Audited Financial Statements

Future reimbursements may be withheld until all current contractual obligations are met.

STATEMENT OF COMPLIANCE

I hereby certify that all terms and conditions as set forth in the Agreement with the City of San Diego Commission for Arts and Culture have been met.

All expenditures have been made within the spirit and letter of City Council Policy 100-03, as specified in the Agreement.

All required reports and disclosures have been submitted.

Signature of Authorized Representative

Name and Title Date

Organization