TOURISM PROGRAM PROJECT SUMMARY REPORT
EVENTS/FESTIVALS

Name of Person Completing Report: _____

Date Report Completed: _____

Organization: _____

Activity/Event Name: _____

Start Date: _____ End Date: _____

Funds Requested on Application: _____ Funds Awarded: _____

Total Activity Cost/Budget:_____

Overall Attendance

Predicted on Application: _____ Actual: _____

Attendance of People Traveling More than 50 Miles

Predicted on Application: _____ Actual: _____

Of the people traveling from more than 50 miles, how many people traveled from out of the state or country?

Predicted on Application: _____ Actual: _____

Number of People who Attended and Paid for Overnight Lodging

Predicted on Application: _____ Actual: _____

Number of Total Paid Lodging Nights
(Note: One lodging night = one or more persons occupying one room for one night.)

Predicted on Application: _____ Actual: _____

Please describe your method for collecting this information, including project outcomes and supporting documentation that verifies how attendance data was gathered and confirmed. Include contract(s) of work performed and invoices paid with grant funds.

Methods of documentation include, but are not limited to:

- Event registration method in which this information is requested from all attendees.
- Ticket sales data which includes zip codes or phone numbers to identify likely participant locations.
- Attendee hotel booking confirmations/data.
- QR Codes that link to online survey.
- Entry questionnaire based on conversations with attendees.
- Social Media Engagement.
- Geofencing.

(Responses are limited to the size of the text box).

Description of Project *(Responses are limited to the size of the text box).*

Evaluate the overall success of the project/event using the tourism criteria in your application packet. *(Responses are limited to the size of the text box)*.

Would you recommend continuation or replication of the project/event? *(Responses are limited to the size of the text box)*.

If yes, what changes would you recommend? *(Responses are limited to the size of the text box)*.