

Control Number:

Applicant/sponsor name & address	<input type="checkbox"/> Sponsored project	For whom?
	Project/activity title; End Date (last event/activity)	

PROJECT REVISION

* The Project scope has neither changed nor been reduced: We will assume any additional costs.

The Project will change as a result of the level of funding awarded by the City of Austin.

***NOTE: Even if the project narrative will not change, contractors must complete a revised narrative (below), revised budget and revised budget itemization reflecting the actual City of Austin contract award amount.**

REVISED NARRATIVE:

In the space below, please provide a succinct, concise and specific description of the actual activities (**event, date, timeline, location, etc. - bullet point if possible**) that will take place in the context of the City of Austin Cultural Services Agreement. **Please begin with a list of public events, performances and activities.** This section must be completed regardless if there are or are not changes to the application project description. Activities must be limited to those outlined in the application for funding, but may be revised to reflect the nature and scope of the project associated with the award amount. **The final report due date will be calculated from the date of the final event/performance/activity.**

Name:

Revised Budget Information - Income			
<p>The budget must balance. Total revenues (Line 12) must equal total expenses (Line 26). The amount of in-kind support (Line 11) must equal in-kind expenses (Line 25). Round all budget figures to the nearest whole dollar. Budget figures must be itemized in Attachment #2, including all payments to artists.</p>			
Earned Income		CASH	
1. Admission			
2. Other			
3. Total Earned Income			Add lines 1 - 2
Unearned Income			
4. Total Private Support (Corporation, Foundation, Individual)		<p>NOTE: YOU MUST ALSO CREATE A REVISED BUDGET ITEMIZATION DETAILING ANY LINE ITEM INCOMES AND EXPENSES AND SUBMIT THAT WITH THE REVISED NARRATIVE AND BUDGET FORMS.</p>	
5. Total Public Support (Government Grants)			
6. Other Unearned Income			
7. Applicant Cash			
8. Total unearned Income			Add lines 4-7
9. COA AWARD			
10. Total cash income (Line 10a on app)			Add lines 3, 8 & 9
11. Total in-kind support (Line 10b on app)			
12. Total Income (Line 10c on app)		Add lines 10 & 11	

Name:

Revised Budget Information – Continued				
*Expenses				
	COA FUNDS	APPLICANT CASH	IN-KIND	TOTAL
13. Administrative Employees (Line 11 on app)				
14. Artistic Employees (Line 12 on app)				
15. Administrative Fees – Non Employee (Line 13 on app)				
16. Artistic Fees – Non Employee (Line 14 on app)				
17. Travel (Line 15 on app)				
18. Space Rental (Line 16 on app)				
19. Equipment Rental (Line 17 on app)				
20. Supplies and Materials (Line 18 on app)				
21. Marketing and Promotion (Line 19 on app)				
22. Production/Exhibit Costs (Line 20 on app)				
23. Other Expenses (Line 21 on app)				
24. Total Cash Expenses add lines 13-23 in cash columns	(same as line 9)	(same as line 3+8)		(same as line 10)
25. Total In-Kind Expenses add lines 13-23 in-kind column			(same as line 11)	
26. Total Expenses add lines 24 and 25				(same as line 12)

***NOTE: Expenses must equal income. Project Support and Project Support II Programs require a 1:1 match of City/State funds with a minimum of 50% of the matching funds from CASH. The Organizational Support Program requires a 1:1 cash match.**