

Artist Professional Development Program FINAL REPORT

Fill out the following information and submit it as soon as your activity ends and no later than May 31, 2023. All activities must start, and costs must be incurred, between Jan. 1-May 31, 2023 to be eligible. If you have questions, please contact Maria Korn-Michael at mkmconsult@aol.com or (713) 823-4581.

The last date to submit a Final Report for reimbursement is May 31, 2023.

Be sure to attach receipts!

Name:	
Phone:	
Email:	
Description of Activities: (i.e., class title and short description)	
Beginning and End Date of Activities:	
How did you benefit from this activity? What growth and or specific skills did you improve? Give specific examples. Attach photos of new art that was created, or other evidence of your growth (such as social media posts or website creation) if applicable.	
Total Cost to you:	
Reimbursement Requested for (limit \$100):	
RECEIPTS:	Attach a CLEAR copy of all receipts for costs you incurred <u>with applicable costs clearly circled/notated</u> . If art supplies for a class, also include a copy of the class description with the supply list. Please include all costs, as the amount reimbursed could be increased at the end of the program. If receipts are not legible, you might not get reimbursed. Reimbursement checks cannot be written after June 30, so be on time.

Admin Use:

<i>Date Received:</i>		<i>Approved by:</i>	
<i>Amt. Approved:</i>		<i>Date Approved:</i>	
<i>Date Reimbursed:</i>		<i>Check # & Amount:</i>	
<i>Additional to Reimb.</i>		<i>Addit. Check # & Amt.</i>	