

City of Lawrence  
Outside Agency  
Bi-annual Report  
2016

Reports on activity should be submitted electronically to Danielle Buschkoetter, at [dbuschkoetter@lawrenceks.org](mailto:dbuschkoetter@lawrenceks.org). Reports on activities from January 2016 to June 2016 are due on July 15<sup>th</sup> 2016. Cumulative reports on activities from January 2016 through December 2016 are due on February 15<sup>th</sup> 2017.

**Agency Name:**

**Reporting Period (please check one):**

☐ January - June  
(deadline July 15)

☒ January – December  
(deadline February 15)

1. Give a brief narrative of the activities that were funded with City funds over the reporting period checked above.  
Funds supported the Festival of Cultures, in which our expenses included table/chair rentals, DJ, bouncy-house rental, online and print advertising, and printed fliers. Funds have also been used for administrative needs, such as banking fees.
2. Provide specific detail (and supportive documents, if needed) to demonstrate progress made toward your goals/objectives.  
Our goals/objectives include improving cultural awareness of the citizens of Lawrence, achieved through our Festival of Cultures.
3. How have you impacted the citizens of Lawrence?  
We have presented the citizens with an opportunity to learn about other cultures by attending the Festival of Cultures, as well as celebrate their own culture by participating in the Festival as a vendor or dancer. We estimate that attendance for Festival of Cultures 2016 was 2500 to 3000 people.
4. What barriers, if any, have you encountered?  
We have not encountered any major barriers, except the challenge of properly allocating financial resources as well as coordinating board events with board member schedules.
5. Review the line-item budget you provided in your application. How much of your allocation has been spent?  
We have spent a majority of our allocation. All expenditure relate to Festival of Cultures. We have about \$500 remaining at FYE that we will use for upcoming community dialogue dinner in May 2017 as well as Festival of Cultures in September 2017.