

cc: Mr. Turner

TELEPHONE 202-232-9000

INSTITUTE FOR SERVICES TO EDUCATION

INCORPORATED

2001 S STREET, N.W.

WASHINGTON, D. C. 20009

December 28, 1973

Ms. Ernestine Bush
11605 Vantage Road
Reston, Virginia 22090

Dear Ernestine,

I promised to contact you after more discussion with the National Endowment of the Arts on the nature and type of the final report required by them for their grant to the Reston Black Arts Festival - 1972.

I was not able to obtain a copy of the original proposal to NEA. The information they had was a summary project description, which is attached. Hence, the final report should describe the process used in the planning for the festival and its accomplishments. Where appropriate, the number of performances, exhibitions given, works of art, items fabricated, etc., should be stated. In general, the report should provide sufficient detail to enable a specialist to judge the merit and significance of the work completed.

Although the above sounds technical, it is not intended to be. I believe the major objective of the report will be to describe our experiences in the planning and execution stages which would be useful to other organizations undertaking a similar event.

I have been working with Dan Turner on the fiscal data required for the final report. I am taking care of this part. As we discussed, you could begin working on the final narrative or program report around the first of the year. I explained to NEA the reason for our delay. You can imagine, though, since the report is about a year overdue, that it would be to all of our advantage to have everything completed by January 31, 1974. ISE will take responsibility for the final typing reproduction, and submission of the report if you give the draft copy to me.

If you have any questions or need to talk more about this you can contact me or, in my absence, Fred Humphries.

Wishing you the best for the new year--

Sincerely,

Arthur G. Hawkins
General Manager

Enclosure

AGH/ta

NATIONAL FOUNDATION ON THE ARTS AND HUMANITIES
NATIONAL ENDOWMENT FOR THE ARTS
WASHINGTON, D.C. 20505

414603 72

PROJECT GRANT APPLICATION

PLEASE READ INSTRUCTIONS ON PAGE 4 CAREFULLY BEFORE FILLING IN FORM

1. APPLICANT ORGANIZATION (Name and Address, with zip)	2. PROGRAM UNDER WHICH SUPPORT IS REQUESTED
Reston Black Focus 2421 Black Cap Lane Reston, Virginia 22070 Telephone No. 437-5935	Expansion Arts Programs
3. PERIOD OF SUPPORT REQUESTED	
Starting: Month <u>April</u> Day <u>1</u> , Year <u>1972</u>	
Ending: Month <u>September</u> Day <u>4</u> , Year <u>1972</u>	

4. SUMMARY OF PROJECT DESCRIPTION

Reston Black Focus proposes to promote better understanding and appreciation of Black Arts and Culture by bringing together dancers, photographers, artists, musicians, actors and others in an open setting comprised of indoor and outdoor activities, spectator and participant functions during a three day Black Arts Festival. The number of performances will vary in proportion to the funding secured. Grant support is necessary to create the environment, pay expenses, hire artists, purchase materials, and underwrite the planning and organizational costs. All persons involved in the initial planning phases are volunteering their time and will not receive recompense for their continued participation.

(If additional space is required, use supplementary sheets and staple them securely to Page 4 of this application.)

5. SUMMARY OF ESTIMATED COSTS (Recapitulation of items A through G on pages 2 and 3)

TOTAL GRANT AND MATCHING FUNDS

A. Salaries and Wages	10,000.00
Fringe benefits if direct cost	
B. Supplies and Materials	2,700.00
C. Travel	Included in salaries and wages.
D. Special Insurance	500.00
E. Other Transportation for children from inner-city	2,000.00
Consulting services	3,500.00
TOTAL DIRECT COSTS	18,200.00
F. Indirect Costs None-Volunteer services and facilities	
TOTAL COSTS	18,200.00

G. TOTAL MATCHING FUNDS TO BE APPLIED TO PROJECT

6. TOTAL AMOUNT REQUESTED FROM ARTS ENDOWMENT

(OVER)