

**REPORT  
ON THE USE OF THE ANNUAL GRANT 2020**
**Grant recipient information**

Community	
Business ID	Registration date
Official address of the community	
Postcode	City/town
Telephone number	E-mail
Domicile	Tax district
Website	
Contact person	Date of birth
Telephone number	E-mail

**REPORT**

<b>Expenses itemised</b>	<b>Euro</b>
Personnel expenses	
Facilities costs	
<b>Total</b>	

**Proceeds itemised**

	<b>Euro</b>
Grants received from the City of Espoo	
Grants received from other communities	
Admission fee proceeds	
Financial support from sponsors and partners	
Membership fees	
<b>Total</b>	

**Assessment of the quality of activities**

How successful were your activities from your point of view?

How were local residents reached? How was the customer perspective taken into account?

What kinds of collaboration did you engage in during the period?

Also provide the number of partners

**Attachments**

- I am applying for an annual grant for 2022 and will submit this report and the appendices for 2020 together with the annual grant application.
- I am only submitting a report on the use of the annual grant for 2020 and will submit the following required appendices together with the completed report form:
  - Approved annual report for 2020
  - Approved financial statements for 2020
  - Auditor's report or operations inspector's report for 2020

If you are applying for a new annual grant, submit the report together with the application in accordance with the application instructions. Only submit the required appendices for the previous year once.  
If your community is not going to apply for an annual grant for the following year, send the report and the required appendices to the Cultural Unit either by email to [kulttuuriavustukset@espoo.fi](mailto:kulttuuriavustukset@espoo.fi) or by post to Cultural Unit, P.O. Box 30, 02070 CITY OF ESPOO.  
Write "Report / Annual grant 2020" in the email subject line or on the envelope.

**I declare the above information to be correct**

I certify that the information I have provided is correct. I give my permission to publish my name on related City of Espoo websites and in publications of the Cultural Unit.

Yes       No

Date and place	Signature and name in print
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