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## **APPENDIX A: Key Grantee Deadlines**

| <b>DATE</b>  | <b>GRANTEE REQUIREMENT</b>   |
|--------------|--|
| September 15 | Grant Acceptance due<br>Organizational Contacts due<br>Board List due<br>Community Campaign Materials due<br>Monthly/Quarterly Progress Report due |
| October 15   | Monthly Progress Report due  |
| November 15  | Monthly Progress Report due  |
| December 1   | Deliver ticket vouchers to ArtsWave  |
| December 15  | Monthly/Quarterly Progress Report due<br>Proof of Recognition due  |
| January 15   | Monthly Progress Report due  |
| February 15  | Monthly Progress Report due  |
| March 15     | Monthly/Quarterly Progress Report due  |
| April 4      | Grant Renewal Application due<br>Annual Eligibility Certification due  |
| April 15     | Monthly Progress Report due  |
| May 1        | ArtsPass Offers due  |
| May 15       | Monthly Progress Report due  |
| June 15      | Monthly/Quarterly Progress Report due<br>Proof of Recognition due  |
| July 15      | Monthly Progress Report due  |
| August 15    | Monthly Progress Report due  |