



Arts & Economic Prosperity[®]5

A Project of **Americans for the Arts**

AEP5 Survey Questions

You will find a list of the AEP5 survey questions on the next pages for your reference. To complete your AEP5 survey, visit <http://culturaldata.org/aep5>

Please follow these steps to find your survey. If you have trouble getting to your survey, don't hesitate to contact the DataArts Support Center by email at help@culturaldata.org or by phone (toll free) at 877-707-3282 (live support is available Monday through Friday from 9:00 AM to 8:00 PM EST).

1. Click <https://da.culturaldata.org>.
2. On the Log in screen select "Need login help?"
3. A new window will open, select either "We can resend the verification email to you" or "We can reset your password". We suggest doing the email verification first.
4. Enter your email address and select "Send". Then DataArts will send you an email.
5. Retrieve the email from DataArts and click on the enclosed link. [If you don't receive an email, please check your junk/spam folders. If no email is found there, you may need to speak with your IT dept./ person to retrieve or unblock emails from the sender @culturaldata.org.]
6. By clicking the link in the email, you should now be able to log in. If you still run into an issue, try the opposite of what you just did in step 3 above ("Verify an Email Address" or "Reset a Password").
7. After you log in, follow the instructions to search for your organization. Your organization has already been loaded into the system, so it should be there. Once you find your organization, follow the instructions to "join" it. (If you are unable to find your organization in the system, please contact the DataArts Support Center at help@culturaldata.org or toll free at 877-707-3282.)
8. Visit the dashboard and click "New Survey" to input information for your Fiscal Year 2015 (FY2014-2015 or the budget year that ended in 2015).
9. Answer all the survey questions and hit "Complete."

Your organization's information will be kept secure and confidential. The information provided by your organization will only be combined with the information provided by other organizations to compile aggregate results for arts and culture in North Carolina. You can rest assured that individual organizational data will never be published or allowed to become public. In addition, survey participants will be provided access to run reports on their information.

The Arts & Economic Prosperity 5 study is being conducted by Americans for the Arts, the nation's leading nonprofit organization for advancing the arts in America. Americans for the Arts has conducted similar economic impact studies in more than 400 U.S. communities. Americans for the Arts methodology is sound. In fact, their economic impact data are routinely used by the Congressional Arts Caucus on the floor of the U.S. House of Representatives to support federal arts funding. In fact, the findings from the 2012 Arts & Economic Prosperity 4 study were important justification for the recent Grassroots Arts Program funding increase appropriated by the North Carolina legislature.

Thanks for your cooperation in this critical research to support arts and culture in North Carolina!

Revenue

Operating Revenues

Trustee/Board Contributions	\$
Individual Contributions	\$
Corporate Contributions	\$
Foundation Contributions	\$
City Government Contributions	\$
County Government Contributions	\$
State Government Contributions	\$
Federal Government Contributions	\$
Other Cash Contributions	\$
In-Kind Contributions	\$
Investment Income	\$
Earned Program Revenue	\$
Other Earned Revenue	\$
Calculated Total	\$

Organization Name

City

County

Contact email

Expense

Operating Expenses

Employee Salaries	\$
Payroll Taxes and Fringe Benefits	\$
Independent Contractors	\$
Professional Fees	\$
Advertising and Promotion	\$
Conferences and Meetings	\$
Dues and Subscriptions	\$
Grants Awarded*	\$
Insurance	\$
Occupancy Costs	\$
Office and Administration	\$
Printing, Postage, and Shipping	\$
Travel	\$
Interest Expense	\$
Depreciation	\$
Other Expenses	\$
Total (Calculated)	\$

Do you pay artists directly? (required)

- Yes
 No

The below question is shown to those who select 'Yes'

	Local	Non Local
Payments to Artists and Performers	\$	\$

**The below question is shown to those who entered a value into the above 'Grants Awarded' row.*

	Direct Financial Support to Organizations	Direct Financial Support to Individual Artists
Grants Awarded Details	\$	\$

Expense

Summary

	Personnel Expenses	Non-Personnel Expenses
Total Operating Expenses (Calculated)	\$	\$

Did you have any capital expenditures that are not already reflected in your total expenditures? (required)

Yes

No

The below question is shown to those who select 'Yes'

Total Capital Expenditures	\$
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Workforce (Staff, Board and Volunteers)

Full-Time Permanent Employees	n.
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	Number	Hours Worked	Calculated FTE
Full-Time Seasonal Employees	n.	n.	calc.
Part-Time Permanent Employees	n.	n.	calc.
Part-Time Seasonal Employees	n.	n.	calc.
Independent Contractors	n.		

Full-Time Volunteers	n.
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	Number	Hours Contributed	Calculated FTE
Part-Time Volunteers	n.	n.	calc.
Board Members	n.	n.	

Program Activity

Attendance and Participation

	Paid	Free
Physical/In-person Attendance and Participation	n.	n.
Virtual/Online Attendance and Participation	n.	n.
Percent of physical attendance from outside local community	%	
Percent of physical attendance younger than 18	%	