Library Final Report—Alexander Hamilton Exhibition
(Also at www.ala.org/publicprograms/hamilton)

PLEASE NOTE: This report must be completed and returned to the address below within 30 days of the closing of the exhibition. Reporting is a requirement for all exhibit projects organized by the American Library Association. Failure to make a timely final report may affect your library's opportunities to host future exhibits or take part in other ALA Public Programs Office projects. It is often difficult to monitor exhibit attendance, but informed attendance estimates are required. Please use extra paper if necessary.

1. LIBRARY NAME: ____________________________________________

2. CITY/STATE: ___________________________ EXHIBITION DATES: ________________________

3. EXHIBITION ATTENDANCE
Total # exhibit visitors: ___________________________ Actual ___ Estimate ___ (check one)
Source of statistics: ____________________________

OR
Total # library visitors during exhibit: ___________________________ Actual ___ Estimate ___ (check one)
Source of statistics: ____________________________

4. PUBLIC PROGRAMS
Please summarize your programming efforts in a few sentences, characterizing your audience and scope of programming. Mention how you presented the required reception and programs.

**Individual program descriptions** (include Title, Format and Presenter for all programs; use extra paper if necessary). Please provide final overall attendance figure for all programs.

1) Required Opening Reception

___________________________________________________________________________

Total attendance________   Adults _____   YA _____   Children _____   School Groups_____

2) Required humanities program

___________________________________________________________________________

Total attendance________   Adults _____   YA _____   Children _____   School Groups_____

3) Required humanities program

___________________________________________________________________________

Total attendance________   Adults _____   YA _____   Children _____   School Groups_____

4) Program

___________________________________________________________________________

Total attendance________   Adults _____   YA _____   Children _____   School Groups_____


5) **Program**

___________________________________________________________________________
_____________________________________________________________________________________

Total attendance_______ Adults _____ YA _____ Children _____ School Groups_____

Total number of programs ___________ Total program attendance ____________

5. **ELEMENTARY AND HIGH-SCHOOL INVOLVEMENT**

Total number of students/ elementary_____H.S. ________ visiting the exhibition
Total number of classes using *Alexander Hamilton* materials in the curriculum:

  elementary _____H.S. ___________

(Include descriptions of separate programs for students under No. 4)

6. **FUNDING.** (include sources and actual/in-kind amounts of support for any exhibition-related programs, invitations, printing, events, etc.):

   Source:_____________________________________________________________ Amount:_________
   Source:_____________________________________________________________ Amount:_________
   Source:_____________________________________________________________ Amount:_________

   Total: _______________

7. **PUBLICITY.** If your library is an academic or special library, describe how you tried to attract public audiences from outside your customary user groups to the exhibit and programs, and indicate whether or not you were successful. Public libraries please describe the results of your publicity strategies for the exhibit.

8. **PUBLICITY SAMPLES.** Please attach three copies of all library-produced publicity pieces, including posters and flyers, all newspaper articles, and other materials such as bibliographies, bookmarks, invitations, etc.; copies of your *Alexander Hamilton* web site pages; and captioned photographs taken at exhibition programs if you have them.

9. **COMMENTS ABOUT THE EXHIBITION**

Please identify source of comments, e.g., librarian, program participant, presenter or partner organization. Comments and anecdotes are valuable in reports to funders about exhibitions, and we appreciate your gathering them.

Submitted by: _______________________________ Date:________________________

Phone: _______________________________ E-mail: __________________________

Return this form and attachments within 30 days of the closing of the exhibition to:
Sofiana Peterson, ALA Public Programs, 50 E. Huron St., Chicago, IL 60611
Any questions, please call 312/280/5045 or contact speterson@ala.org