**ANNUAL IMPACT REPORT**

( Fair or Festival name)

(Address)

(Date)

**A year in Review**

(Provide a high-level summary of the accomplishments **(name of your Fair or Festival)**  for the year)

**Organization Overview**

**(name of your Fair or Festival) Vision and Mission**

(Include the vision and mission statement of your Fair or Festival

**Key Partners**

(List the Key Partners of your **(name of your Fair or Festival)**)

**Program and Priorities**

(Provide a high-level summary of the key programs and priorities of **(name of your Fair or Festival)**

**Contributions to the Community**

**Attendance at (name of your Fair or Festival)**

(List the estimated total of all events staged by the Ag. Society. Estimate the percentage of Local vs. Outside community attendance)

**Estimated local spending by the** **(name of your Fair or Festival) in the Community.**

(If possible, try to come as close as you can when calculating the spending the **(name of your Fair or Festival)** has done in the community)

**Estimated spending by visitors to the community in connection with their attendance at events organized by the (name of your Fair or Festival)**

(To calculate the estimated spending by visitors, take the approx. number of non-residents visitors and multiply by estimated value that would be spent in your community. Include motel rooms, gas, meals purchased at local restaurants and stores and local camping fees

etc.)

**Estimated number of volunteers and hours volunteered in order to provide facilities, events, activities and services for the community**

(Keep track of before, during and after volunteer hours for all fair and non-fair Events. If possible, list hours volunteered to each event.)

**(name of your Fair or Festival) Funding**

(Provide a general high-level summary of the source and use of funds- include in -kind donations as well)

(Note key funders and sponsors and acknowledge that their contribution to the **(name of your Fair or Festival)** mission directly make the facilities, programs and activities available to the community and rural area)

(Note you approximated total expenditures for the year)

**(name of your Fair or Festival) Events, Activities, Programs & Services**

(High level summary of the number of events and activities staged by your Agricultural Society. List and identify fair and non-fair events, provide an estimated attendance at each event.)

**Contacts for Follow up**

(List the key contacts people of the **(name of your Fair or Festival)** - this should include Board members, a designated spokesperson for the Agricultural Society Board, and also key personal with their job description)