

## Information sheet for final reports

The UBS Culture Foundation has supported your project with a financial contribution. The Foundation must be informed immediately if the project changes substantially compared to the submitted application, e.g. in relation to content, budget and financing, changes in contributors or postponement of dates. After completion of the project, a final report must be submitted within six months.

### **This should contain:**

- Brief description of the project, its progression and achievement of objectives, where applicable details on audience figures, media reports;
- Final account with budget comparison and comments on any substantial deviations;
- Financing: detailed list of the funding organizations and statement on the use of the surplus or the type of deficit coverage.