



Town of Franklin

Project Report

Tourism Development Authority

P.O. Box 1479 • Franklin, North Carolina 28744 • (828) 524-2516

Name of Organization:			
Street or PO Box:		City, ST Zip:	
Representative:		Phone:	
E-Mail:		Web Site:	

Project Title:		Project Date(s):	
Budgeted Cash Flow:		Actual Cash Flow:	

I certify that the project is complete and that to the best of my knowledge and Belief all information presented herein is factual.

Signature:

Title:

Date:

Project Success

Describe how the project enhanced tourism in the Franklin area and the tools used to measure this success.

Project Lessons Learned

Prepare two lists. Plus list: covers those things about the project that went well and you would not change given the opportunity to do the project again. Delta List: covers opportunities for improvement – those things that would enhance the success/effectiveness of the project if you were given the opportunity to repeat it

Plus list	Delta list

Financial Results

Insert or delete lines / columns in the table as needed and round to the nearest dollar.

	Current Year Budget	Current Year Actual	Prior Year Actual
Sources of Cash:			
Your organization			
Town of Franklin TDA			
Sponsorships			
Booth fees			
Entry / other fees			
Sales			
Other - specify			
Total Sources of Cash			
Uses of Cash:			
Salaries, wages, taxes & benefits			
Contracted services			
Cost of merchandise sold			
Rental of facilities			
Rental of equipment			
Expendable supplies			
Printing			
Print media			
Radio media			
Other advertising – specify			
Other expenses - specify			
Total Uses of Cash			
Net Cash Flow			