

June 21, 1972

To: ~~Woodie Vasulka~~
Doug Davis

From: Howard Wise

Re: Final report to NYSCA for 1971-72 programs

Our final report is due by the end of August. In order to enable me to get the report in on time for Electronic Arts Intermix, please supply me with the following information, required by NYSCA:

3. Description of services rendered or performed.
4. Results of the programs funded, including: dates of service; places of appearances, if applicable; final attendance figures; public response and/or evaluation of program; number of people employed in the program (part-time, full-time, artists and others); if attendance figures do not apply, number of people served by the program.
5. Total project cost with breakdown by category (i.e., salaries, equipment, etc.) and total income from the project, including earned and unearned income and sources of that income.
6. Samples of any literature, programs, press clippings, and photographs.
- ~~7. A financial statement for the total operations of the organization for the program year.~~
8. At least two copies of any catalog, book, study, film or other reproducible matter the Council has funded. (In the case of a film, one print will do.)

I am leaving NYC for most of the rest of the summer on June 30.
I plan to be back for one day, July 7, and another July 17th.

Beginning July 18th, my address will be:

Box 416
Wellfleet, Mass. 02667

Tel: (617) 349-2856

It would be most helpful if you could supply the required info by July 17th. Send it to the above address. I will pick up my mail there, and will also try to get in touch with you on July 17.

