



## FY25 Vetted Program Final Report: Required Materials

Along with the online Final Report form, the following materials must be submitted to SELCO's Legacy Program Librarian within 30 days of your program. Please submit all materials as email attachments to [cheins@selco.info](mailto:cheins@selco.info). If something cannot be submitted electronically, it must be sent through delivery.

### **Following each individual vetted program:**

- **Two-Five (2-5) high quality photographs** taken at the event, including (if applicable) photos of any materials created at the program such as artwork, written compositions, letters from participants, etc.
- **[Final Report form](#)**

### **After your final vetted program of the season:**

- **One (1) copy/scan** of the letter written to your library's State Senator(s), State Representative(s) and the Governor, thanking them for the opportunities and benefits your community has received from the vetted programs held at your library, which were made possible through Legacy Arts & Cultural Heritage funding.

You do not need to submit individual letters following each vetted program. You are now required to submit one letter per vetted season, encompassing all the vetted programs held at your library. This letter should be sent following your final vetted program - no later than 10/31/25. The expectation is that you will put time and thought into the one letter that is sent. It is okay to begin with the form, but please make the letters personal, as they play an important role in securing our funding each year.

Find tips on [writing your legislators here](#). To look up your legislators visit [this site](#).

For more information contact SELCO's Legacy Program Librarian.