



# Official Regional Event Annual Recap Summary Questions

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**PLEASE MAKE A COPY OF THIS DOCUMENT TO USE AS YOUR WORKING DOCUMENT**

**Note: Please complete one form for each of your Official Regional Events this year.**

## **BASIC DETAILS**

Your Email Address

board@firepony.org

Your Name

Whatever

Your Role for this event

Board Member

Name of Event

Constellation Burn

Event Website Address

<https://constellationburn.org/>

What was the first year this event took place?

2017

Start Date of This Year's Event

October 9th

Duration of this year's event (in days)

5

What type of event was this?

(Multiple Choice: Campout, One day/night event, multi-day no sleepover )

Campout

Number of years at your current location.

3

Does this event take place on land owned by your entity/regional group?

(yes or no)

No

State/Province event takes place in

Pennsylvania

Country event takes place in

USA

Name of event entity - (legal entity or individual(s) who hold the bank account and sign the contracts)

Firepony Creative Society

Type of entity ownership (Non-Profit, LLC, S-Corp, individual, Other)

- Non-Profit / Association

## ATTENDEES & TICKETS

Total Attendees This Year

922

Were minors (under 18 years of age) in attendance for any part of your event?

Yes

Which of these ticket tiers did you offer? (select all that apply)

- Full Price Tickets
- Scholarship/Low Income/Ticket Aid
- Childrens Tickets
- Gift Tickets

Did you offer Directed Tickets?

Yes

What percent of all tickets were directed (if known)? (optional question)

25%

What ticketing vendor/tool did you use?

Peacock

## PARTICIPATION

Number of team leads on your event production team

50

Approximate Number of Production Volunteers (Just your teams. Not all art and theme camp leads, etc.)

416

Total Estimated Volunteer Hours (If you are uncertain of the total amount but had a volunteer schedule, how many hours were available to sign up for? That could be your estimate.)

2000

Number of Theme Camps?

75

Number of Art Projects?

35+

How many estimated performing artists?

unknown

Total number of Mutant Vehicles?

3

Total number of Burns?

4

Total quantity of Scheduled Events, if known? (optional question)

314

## TECHNOLOGY TOOLS

What technology tools do you use for planning your event? (Check all that apply)

- Google Docs

- Slack
- Discord
- Zoom
- Google Meet
- Other (please list all):
  - [Signup.com](https://signup.com)
  - Peacock
  - Dust
  - Document Studio
  - Adobe Sign

What tech tools have your team built to support your event, if any? Please list:

Peacock - Ticketing  
 Quail - On-site Volunteer Tracking  
 Flamingo - On-site Emergency Call Boxes  
 Penguin - Conduct Case Management

Would you be interested in sharing the tool(s) you built, or lessons with others?

Yes

What ticketing vendor/tool did you use?

Peacock

**GRANTS AND FINANCIAL REPORT**

How are profits from the event going to be used to benefit the community (aside from recurring operational costs)? (select all that apply)

- Art Grants
- Local Civic and Social Impact Projects/Programs
- Charitable Donations to non-Burner group(s)
- Permanent/Civic Art
- Community Events other than main event

What were the event’s gross ticket sales for this year (in U.S. dollars)?

\$116,285

Total grants given in support of creative expression, in U.S. dollars (Do not include the value of tickets or other resources provided.)

\$24,022

What was the total number of grants you gave this year?

35

Link to your Public Financial Report (or estimated date you will be able to submit it to [officialevnts@burningman.org](mailto:officialevnts@burningman.org)).

See [REC Financial Report Example](#) (or just follow standard accounting practices in your country)

#### TIPS:

- Provide sufficient detail in your public Financial Report so your community understands what each category of cost is. For example, rather than 30,000 for “operations”, break that down to more specific line items.
- Be sure to Include total Art Grant budget
  - Consider including in your public Afterburn where art grants were given, by type.  
*E.g., 46,700 distributed art grants. Of that total, 30% went to mutant vehicles, 25% went to theme camps, and 45% went to art installations.*
  - Consider including where art grants are going by geographic/city area. E.g., track local vs. non-local and international. (city granting groups often like this information to understand positive impact and it could help you with art grants from cultural institutions in your area)  
*E.g., 46,700 distributed art grants. Of that total, 65% went to participants in the San Diego area, 25% went to the Los Angeles area, and the remaining 10% went elsewhere.*

#### **ADDITIONAL ITEMS THAT ARE HELPFUL/INTERESTING TO INCLUDE (all optional)**

Percent of your participants that were first time attendees? (You might consider asking this in your ticket point of sale and/or conduct a census during your event because it is helpful to know for acculturation planning)  
unknown

Did you offer any of the following to your volunteers? E.g., discounted/free ticket, schwag, directed/guaranteed ticket purchase access, snacks/water, meals, other?  
Directed tickets, snacks/water, schwag

A more diverse and radically inclusive community is an important part of our future. If this event supported making your regional community more diverse and radically inclusive, please describe how your production team and/or participants contributed to this effort:  
Free tickets to new attendees of color

Environmental sustainability is an important part of our future. If this event tried to address sustainability, reduce carbon impact, and/or experiments with green living innovations, please describe how your production team and/or participants contributed to this effort:

Do you have a Sustainability Lead?  
No

If yes, provide their email if they would like to be invited to sustainability conversations.

#### **CHALLENGES AND INSPIRATION**

What are the top three challenges your event faced?

Weather, volunteer and leadership shortage, off-site road conditions

What are some really cool out-of-the box ideas or solutions you have used to solve problems that might be interesting or useful to others. (optional)

Is there a specific issue you face you would like us to contact you about? If yes, what? (A member of REC will reach out, but if time sensitive, email [officialevnts@burningman.org](mailto:officialevnts@burningman.org) directly with your question) (optional)

Do you think that your event had a tangible positive effect on your local community? 1–5 scale:

- 1 = Not at all
- 2 = A little
- 3 = Agree
- 4 = Quite a bit
- 5 = A great deal

Tell us why.

What happened this year that gives you hope and inspiration that what we are doing as a culture is working and worth doing? (optional)

Is there a question you would like us to ask next year? Keeping in mind we don't want to make this form too f\*cking long. (optional)

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#### **RANDOM THOUGHTS AND WISDOM**

Anything else you would like to share with us?

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