

City and Borough of Sitka
ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET

Name of Organization: Friends of Sitka Circus Arts

Alaska State Business License Number (if applicable): # 1040978

Name of Contact Person: Kimberly Capp

Phone: [REDACTED] Email: [REDACTED]

Mailing address: [REDACTED]

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- ☒ Annual Grant:
 ☐ Human Services or
 ☒ Cultural and Educational Services or
 ☐ Community Development
☐ Special Emergency Grant

Dollars Requested: \$2500

Match Dollars Committed: 0

Percentage: N/A

Sources of Matched Dollars: N/A

Brief Description of the Purpose of the Grant: FOSCA's assist students who want to participate in Cirque
via need-based scholarships for participation. The main fundraisers are the shows, but they are not
sufficient to meet the needs of the increasing scholarship requests. Funding for Child and Adult scholarships.

I, Kimberly Capp, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: Kimberly Capp

Title: FOSCA Board Secretary Date: July 28, 2025

City & Borough of Sitka

General Fund Grants for Non-Profit Organizations 2025

Applicant: Friends of Sitka Circus Arts (FOSCA)

Detailed Project Description Overview

- **Grant Category:** Annual Grant - Cultural and Educational Services
- **How the funds are used:** Funds raised by Friends of Sitka Circus Arts (FOSCA) will be used to provide scholarships for semester classes at the Sitka Cirque Studio. Participants benefit by having a warm and bright indoor space to exercise and socialize with fellow Sitkans. These classes benefit both themselves and the community at large.
- **Who does it:** The participants are residents of Sitka (youth and adults) wishing to participate in the various classes and performances throughout the year. Applications are electronic and published twice a year. The FOSCA Board meets to evaluate and decide on each application, historically funding between 40% to 100% of the cost of courses the student has registered for. Participants are notified of awards via email. To accept an award the participants sign the award notice and return it to FOSCA, wherein the money is released to pay for the classes directly to Sitka Cirque.
- **Beneficiaries:** The primary beneficiaries are members of the community of Sitka, including children, teens, and adults, who wish to participate in circus arts classes and cannot otherwise afford the activity. The broader beneficiaries are the general members of the community who benefit from the cultural enrichment that such displays of acrobatics, strength, artistry, and physical fitness demonstrate at every performance. FOSCA organizes annual shows as one of our main fundraising events.
- **Timeline:** We balance the budget to allow for scholarship funds to be available annually and are currently able to fund the fall. The funds raised in this application would be used in the spring of 2026 for Winter/Spring Circus Arts classes.
- FOSCA has not received any CBS funding to date.

Expected Outcomes

- **Success Measurement:** Success is measured by ability to fund 50% or more of the cost of participation to all approved applicants for winter/Spring 2026, and by increased or sustained ability of students to participate in the circus arts despite an increasingly difficult financial climate.
- **Tangible Community Benefit:** Participants' will be healthier overall, which helps the community generally. Performances during the year provide unique arts and cultural experiences, especially for a town of this size. Afterschool programs like circus arts help provide safe and healthy activities for children, which in turn gives parents more time and flexibility. Youth programs that promote good health, kindness, confidence, and creative expression allow them to grow into adult Sitkan's who value those ideals. Circus arts makes Sitka a tangibly healthier and more vibrant community.
- **Benchmarks:** Key operational benchmarks include application publication (November 2025), Application Review (Early December 2025), Scholarship Award Notices (Mid=December 2025), and Funding for Classes (First week of Jan 2026). An indicator of a successful season would be an equal or increased number of applications relative to the previous year.

Statement of Need

- **Alignment with Funding Category:** This project aligns with the Cultural and Educational Services category by improving infrastructure for local arts and cultural events, fostering community engagement, and increasing accessibility.
- **Documented Needs:** There appears to be a trend in decreasing enrolment in such activity. Students have been approaching coaches asking for help financially if they are to continue to participate, likely in part due to the rising costs in every sector of the economy.
- **Leveraging Funds:** This request leverages additional funds from FOSCA's ongoing fundraising efforts and other grant applications, such as the Sitka Charitable Trust Grant, enhancing the overall impact of the project.

Organizational Capacity

- **Track Record:** FOSCA has a proven track record of managing scholarships since it was established in 2016. The board is a small and active group that meets monthly to review projects, finances, fundraising opportunities, and ways to support students.
- **Community Support:** There is significant community support for FOSCA's initiatives, evidenced by volunteer involvement and positive feedback from participants and audiences.
- **Board Attendance:** Our board members have diverse expertise, regularly attend meetings, and ensure all members are consulted on decisions and project oversight.
- **Board Members and Officers:**
 - Jessica Christianson: Board President, Sitka School District Teacher
 - Donna Donahoe: Treasurer, Retired Shipwright/Canvasworker
 - Kimberly Capp: Secretary, SEARHC Physician
 - Trenton Capp: Board Member, Homemaker
 - Danielle Feldpausch: Board Member, SCAP Mental Health Counselor
 - Andrew Callen: Board Member, First Bank Mortgage Loans

Budget

- **Previous Year Statement:** See attached FOSCA Budgets with Actual Income/Expense
- **Current Year Budget:** Detailed Budget and Expense Register Attached.
- **2024 Grants:** Sitka Charitable Trust: \$2100, Douglas Dornan \$850, Sitka Women's Club \$300. 100% of these went to scholarships.

Attached Documentation

1. Budget Information
2. IRS 501(c)(3) designation letter
3. Current State of Alaska nonprofit organization business license.
4. CBS Liabilities Form

FOSCA OPERATING BUDGET

Friends of Sitka Circus Arts

Sitka, AK 99835



	CURRENT FISCAL YEAR	Jan - Dec 2025	PREVIOUS FISCAL YEAR	Jan - Dec 2024
REVENUE	CURRENT YEAR BUDGET	YEAR-TO-DATE ACTUALS	PREVIOUS YEAR BUDGET	PREVIOUS YEAR ACTUALS
Grants	\$ 7,500.00	\$ 1,000.00	\$ 4,700.00	\$ 3,250.00
Donations	\$ 7,000.00	\$ 8,499.74		\$ 1,672.25
Fees	\$ 14,765.00	\$ 13,356.49	\$ 5,400.00	\$ 9,596.00
Events / Fundraisers	\$ 30,200.00	\$ 15,329.15	\$ 31,500.00	\$ 31,790.06
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
TOTAL YEARLY REVENUE	\$ 59,465.00	\$ 38,185.38	\$ 41,600.00	\$ 46,308.31
EXPENSES	CURRENT YEAR BUDGET	YEAR-TO-DATE ACTUALS	PREVIOUS YEAR BUDGET	PREVIOUS YEAR ACTUALS
Salaries and Wages	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ 63.00	\$ -	\$ -
Equipment	\$ 28,350.00	\$ 23,043.48	\$ 11,078.00	\$ -
Production Supplies	\$ 2,100.00	\$ 413.46	\$ 3,000.00	\$ 4,347.04
Advertising	\$ 500.00	\$ 141.83	\$ -	\$ 189.00
Costumes	\$ 9,000.00	\$ 253.00	\$ 9,000.00	\$ 9,293.72
Contracts/Services	\$ 13,420.00	\$ 8,145.31	\$ 14,000.00	\$ 13,274.81
Travel	\$ 16,500.00	\$ 14,347.22	\$ -	\$ 3,912.90
Administrative Costs	\$ 223.00	\$ 256.29	\$ 200.00	\$ 77.04
Scholarships	\$ 12,000.00	\$ 6,004.00	\$ 9,500.00	\$ 10,030.50
Fundraising Expenses	\$ 1,400.00	\$ 480.22	\$ 1,300.00	\$ 1,400.83
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
TOTAL YEARLY EXPENSES	\$ 83,493.00	\$ 53,147.81	\$ 48,078.00	\$ 42,525.84
			CURRENT YEAR BUDGET	CURRENT YEAR ACTUAL
TOTAL YEARLY REVENUE	\$ 59,465.00	\$ 38,185.38		
TOTAL YEARLY EXPENSES	\$ 83,493.00	\$ 53,147.81		
TOTAL YEARLY OPERATING OVERAGE/SURPLUS	\$ (24,028.00)	\$ (14,962.43)		

Category	Subcategory	Tag	Category Totals			Notes
INCOME						
Grants	Restricted	Lift			\$ 7,500.00	fundraising goal
		Risers	\$	4,500.00		
		Travel				
		Scholarships	\$	3,000.00		
Donations	Restricted	Lift			\$ 7,000.00	combined Alaska StoryTellers & Sitka Cirque
Unrestricted						
Fees	Costumes	Spring Show	\$	8,100.00	\$ 14,765.00	
		Winter Showcase	\$	-		
		Cirque Noir	\$	-		
	Travel	Spring Trip 2025	\$	6,665.00		
Events	Ticket Sales	Spring Show	\$	11,000.00	\$ 30,200.00	
		Winter Showcase	\$	1,200.00		
		Cirque Noir	\$	8,500.00		
		Spring Show	\$	1,000.00		
	Concessions	Winter Showcase	\$	400.00		
	Fundraisers	Cirque Noir	\$	1,500.00		Bake Sale
		LV Circus Center Trip	\$	1,500.00		Bake/Soup Sale
		WhaleFest	\$	3,500.00		
		Bake Sale (Cabaret)	\$	1,600.00		
TOTAL INCOME			\$	59,465.00	\$ 59,465.00	
EXPENSES						

Travel	Airfare			\$	16,500.00
	Lodging			\$	6,000.00
	Meals			\$	2,000.00
	Ground Transportation			\$	3,000.00
	Parking & Gas			\$	1,000.00
	Circus Event Fees			\$	150.00
	Misc Activities			\$	1,800.00
	Emergency Funds			\$	450.00
				\$	2,100.00
Administrative Costs				\$	223.00
Scholarships		Fall		\$	12,000.00
		Spring		\$	6,500.00
				\$	5,500.00
Fundraising Expenses	Groceries			\$	1,400.00
	Disposable Servingwear				
	Durable Kitchen Supplies				
TOTAL EXPENSES				\$	83,493.00
Income-Expenses				\$	(24,028.00)
2024 Reserves				\$	31,569.35
Anticipated 2025 Reserves				\$	7,541.35
Planned Expenditures from Reserves					
Costumes				\$	(7,303.29)
2024 Travel fees				\$	3,890.00
2024 Soup Sale				\$	3,754.00
Travel Chaperones				\$	3,000.00
Lift				\$	13,378.75
Risers				\$	3,000.00
Scholarships				\$	9,515.67
TOTAL				\$	29,235.13
					FOSCA Ordered costumes before all checks collected, and all deposited on Jan 7th

Category	Subcategory	Tag	SUM of Income	SUM of Expense	
	Total		\$ -	\$ -	
Total			\$ -	\$ -	
Admin Costs	Other	Balance Adjustment	\$ -	\$ (0.03)	
		Bank Fees	\$ -	\$ (6.26)	
		Pick.Click.Give	\$ -	\$ (250.00)	
	Spring Show	Door Cash	\$ 200.00	\$ (200.00)	
Admin Costs Total			\$ 200.00	\$ (456.29)	\$ (256.29)
Advertising	Spring Show	Newspaper	\$ -	\$ (141.83)	
Advertising Total			\$ -	\$ (141.83)	\$ (141.83)
Contract/Svcs	LV 2025	LVCC Lessons	\$ -	\$ (1,380.00)	
	Spring Show	Event Design/Mgmt	\$ -	\$ (6,765.31)	
Contract/Svcs Total			\$ -	\$ (8,145.31)	\$ (8,145.31)
Costumes	Spring Show	Costumes	\$ -	\$ (253.07)	
Costumes Total			\$ -	\$ (253.07)	\$ (253.07)
Donations	Other	Thank You Notes	\$ 63.00	\$ -	
	Risers Total		\$ 7,230.00	\$ -	
	Scholarships	Jayme S.	\$ 1,000.00	\$ -	
		Zeffy @ Concession	\$ 62.00	\$ -	
	Spring Show	Costumes	\$ 144.74	\$ -	
Donations Total			\$ 8,499.74	\$ -	\$ 8,499.74
Equipment	Lift Total		\$ -	\$ (10,609.93)	
	Risers Total		\$ -	\$ (12,354.81)	
	Shelving	Storage	\$ -	\$ (78.74)	
Equipment Total			\$ -	\$ (23,043.48)	\$ (23,043.48)
Events/Fundraisers	LV 2025	Bakesale	\$ 1,888.59	\$ -	
	Merch Sales	T-Shirt Sale	\$ 6.37	\$ -	
	Rueda De Casino Total		\$ 1,238.20	\$ -	\$ 1,238.20
	Spring Show	Concessions	\$ 1,372.27	\$ -	
		Tickets	\$ 10,823.72	\$ -	
Events/Fundraisers Total			\$ 15,329.15	\$ -	\$ 15,329.15
Fees	LV 2025	Student Fees	\$ 8,327.88	\$ (300.00)	
		Student Fees Reium	\$ -	\$ (2,733.80)	
	Other	Annual NP License	\$ -	\$ (40.00)	
		Misc	\$ 30.00	\$ (30.00)	
	Spring Show	Costumes	\$ 8,102.41	\$ -	
Fees Total			\$ 16,460.29	\$ (3,103.80)	\$ 13,356.49
Fundraising Exp	LV 2025	Bakesale	\$ -	\$ (235.12)	
		Whalefest	\$ 140.06	\$ (140.06)	
	Rueda De Casino Total		\$ -	\$ (245.10)	
Fundraising Exp Total			\$ 140.06	\$ (620.28)	\$ (480.22)
Grant	Scholarships	White E	\$ 1,000.00	\$ -	
Grant Total			\$ 1,000.00	\$ -	\$ 1,000.00
Office Supplies	Other	Thank You Notes	\$ -	\$ (63.00)	
Office Supplies Total			\$ -	\$ (63.00)	\$ (63.00)
Production Supplies	Spring Show	Flowers	\$ -	\$ (220.09)	
		Makeup/Hair/Acc	\$ -	\$ (167.11)	
		Sets	\$ -	\$ (26.26)	
Production Supplies Total			\$ -	\$ (413.46)	\$ (413.46)
Scholarships	Scholarships	Spring 2025	\$ -	\$ (5,704.00)	
		Summer Camp 2025	\$ -	\$ (300.00)	
Scholarships Total			\$ -	\$ (6,004.00)	\$ (6,004.00)
Travel	LV 2025	Airfare	\$ -	\$ (5,944.00)	
		Car	\$ -	\$ (627.00)	
		Circus Event Fees	\$ -	\$ (1,810.00)	
		Hotel/Food/Car	\$ -	\$ (6,219.90)	
		Trip Cash Return	\$ 253.68	\$ -	
Travel Total			\$ 253.68	\$ (14,600.90)	\$ (14,347.22)
Grand Total			\$ 41,882.92	\$ (56,845.42)	

Item	Description	Purchase Date	 Purchase Price
Lollipop Lyra		12/4/2023	\$2,717.24
Aerial Lift	2025 Genie AWP25-S	4/23/2025	\$10,230.00
Risers	150 Person Self-Stowing Risers. Precision BoatWork + Materials	6/12/2025	\$12,321.81

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 28 2016

FRIENDS OF SITKA CIRCUS ARTS

SITKA, AK 99835-0000

Employer Identification Number:

DLN:

Contact Person:

CUSTOMER SERVICE

ID#

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

509(a) (2)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

July 6, 2016

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

FRIENDS OF SITKA CIRCUS ARTS

Sincerely,

A handwritten signature in dark ink, appearing to read 'Jeffrey I. Cooper', with a stylized, sweeping flourish at the end.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that

FRIENDS OF SITKA CIRCUS ARTS

[REDACTED] SITKA, AK 99835

owned by

FRIENDS OF SITKA CIRCUS ARTS

is licensed by the department to conduct business for the period

December 4, 2023 to December 31, 2025
for the following line(s) of business:

71 - Arts, Entertainment and Recreation



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner

FRIENDS OF SITKA CIRCUS ARTS

SITKA, AK 99835

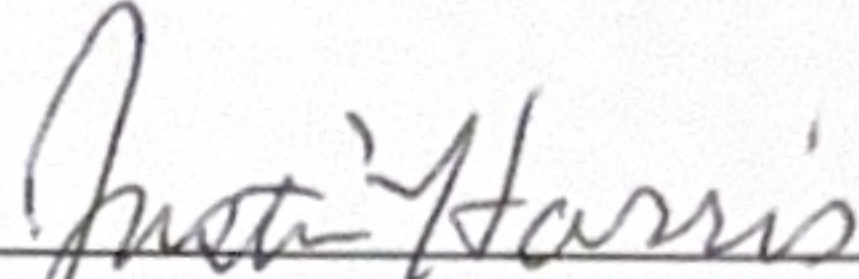
for Fiscal Year 2026

CBS Liabilities Form

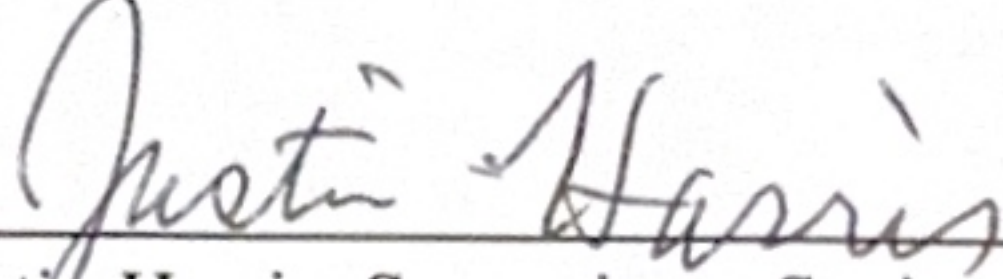
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: Friends of Sitka Circus Arts

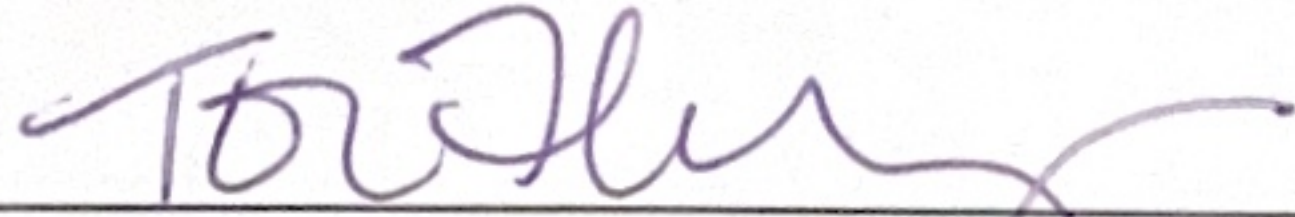
- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853

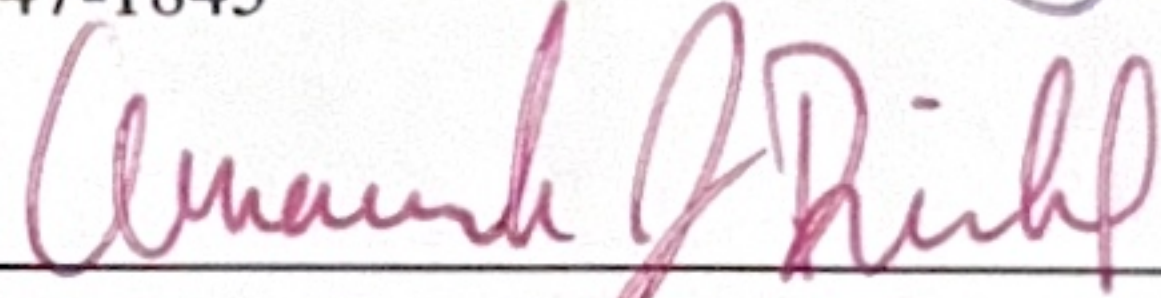
- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853

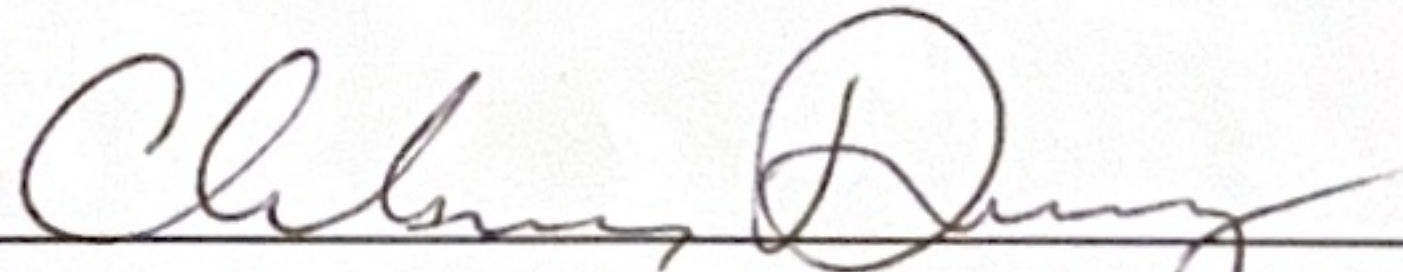
- Municipal Leases


Tori Fleming, Procurement Specialist
747-1845

- Loan/Promissory Note


Amanda Diehl, Controller
747-1801

- Utilities


Chelsey Dumag, Utility/Harbor Billing Clerk
747-1843

CBS Department signatures must be complete to verify your organization is current on all CBS liabilities.