

City and Borough of Sitka

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: Greater Sitka Arts Council

Alaska State Business License Number (if applicable): 919977

Name of Contact Person: Kammie Daniels

Phone: 9077472787 Email: ThinkArtThinkSitka@gmail.com

Mailing address: PO BOX 564, Sitka AK, 99835

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
 - ☐ Community Development
- ☐ Special Emergency Grant

Dollars Requested: \$7500.00

Match Dollars Committed: \$7500.00 Percentage: 100%

Sources of Matched Dollars: Individual donors, business contributors, event sales, fundraising initiatives [including grant funding]

Brief Description of the Purpose of the Grant: _____

To assist the Council as it works to uplift the cultural

life of Sitka, Alaska, through its wealth of arts programming

and support services.

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

Name: Kammie Daniels

Title: staff support

Date: 8/24/2017

Application Content

Detailed Project Description

Category applying for :
Cultural and Education Services

What will be done with these funds?

The funds requested, \$7500.00, will assist the Greater Sitka Arts Council (GSAC) in its mission to uplift the cultural life of Sitka, Alaska, through its wealth of arts programming and support services in education, professional development, fiscal sponsorship, visual and performing arts, and folk/traditional arts.

Specifics:

This year, with the hopeful assistance of its valued partner, the City and Borough of Sitka, the Arts Council will implement a programming strategy inspired by consolidation, outreach, excellency, responsiveness and collaborative leadership. Pre-existing events will be refined in design and detail, re-framing routinely good programs as dynamic, memorable experiences. Earlier this year, the Council placed the name of 'The Sitka Wearable Art Show' back in the hands of its community [formally 'Alaska Airlines Wearable Art Extravaganza']. In 2018, the refreshed production will continue in growing strength and widespread community involvement, including a uniquely-crafted, modern set design, and hopeful performances by the Naa Kahidi Dancers, Mt. Edgecumbe student dancers and Sitka Cirque.

'The Paris of the Pacific', a 'Sitka Transfer'-inspired melodrama, is strategically being reinstated for the 150th Sesquicentennial Commemoration, with a refreshed script by original co-writer Abigail Carney and directorial leadership by Ira Snelling.

'Sitka Artisans Market' and 'The Holiday Craft Party' will continue as holiday family favorites. The Market will celebrate local artists and artisans, while also welcoming several talents from neighboring Alaska communities. The Holiday Crafts Party will be offered as a separate, holiday event, showcasing numerous family activities and festive fun in valued partnership with the University of Alaska Southeast.

The Council's online 'Artist Registry' will be revitalized within a new website platform, offering extended artist resources including a musician and live entertainment database.

The Council will maintain its existing gallery spaces within Sitka Community Hospital and City Hall (in partnership with Norman Campbell), while pursuing new partnerships with other valued community locations.

The Fall and Spring Art Walks will welcome a new community partner, the Sitka Historical Society, in bolstering the existing, evening event with the inclusion of Sitka's museums. Transportation will be provided between locations, offering extended access to community members and enhanced community experience.

'Sitka Strings' - a music education initiative - will offer free and affordable group violin instruction and performance opportunities for youth and adults. This existing group, led by musician Debby Leveck, will grow within its current practice location of Sitka Pioneers Home, offering extended experiences for children, families and Pioneers Home residents and staff to interact and congregate around music education and performance.

Sitka Folk's dynamic community offerings, like 'Evening with the Artists' [visual art and music pairings] and Open Mic Night [in partnership with BEAK restaurant], along with 'The Monthly Grind' [themed, variety shows], will continue as popular and positive options of family evening entertainment. The Council's fiscal sponsorship partnerships with The Monthly Grind, Sitka Folk and Sitka Community Theatre will continue with expanded support resources and strengthened services.

The 'Individual Artist Grant Program' will continue to support [FY17 \$3000 awarded] underserved, local artists pursuing arts education and professional development.

The Council, in its newest partnership with Sitka Community Playground, will explore artistic ideas and implementation, while working to secure local talent and funding/support needed for the chosen designs.

The Council will continue to support and guide artists in independent creative events, like the '5 Hour Work Session' [artists gather to create new works in 5 hours in same space] and new, creative shows like 'Call & Response' [art show featuring the papercut designs of Sarah Lawrie and dance performances by Silks dancers].

Who will do it?

The Greater Sitka Arts Council leading staff, Kammie Daniels, and dedicated board members and volunteers, will work collectively with bookkeeper Susea Albee and other community partners to ensure responsible and productive use of all granted funds towards accomplishing the previously stated initiatives.

Who will be served?

The Council will continue to engage children, students, professionals, parents and community members in educational arts experiences in a full range of arts disciplines, including dance, theater, music, visual arts and artisan craftsmanship. Through wide-reaching events, like the Sitka Artisans Market, the Council will collaborate with dozens of accomplished artists who represent Alaska's diversity and artistic excellence.

The Council's popular programming will be offered in various platforms, including special presentations for treasured community members, like Pioneers Home residents and Sitka School District students. Programs like the Individual Artist Grant Program will also play a critical role in increasing exposure and improving access to arts participation and education across Sitka's populations.

When will these services be provided?

While our support and advocacy services remain ongoing, this particular period would be recorded from the moment of fund acquisition until the end of the Council's current fiscal year [June 2018].

Expected Outcomes

How will the project be measured as successful?

In addition to ensuring [and reporting] all directed funds are spent appropriately and effectively in relation to grant agreement standards, the Council's leadership will integrate outcome surveys to event participants and attendees, with the intent of defining impact. Council meetings will further channel community feedback directly to its decision makers. Its staff will establish strengthened relationships with leaders in the community, and through such partnerships obtain direct feedback from each subsection of Sitka's greater population, ensuring its platforms are wide-reaching and effective.

What will the tangible community benefit be?

The Council's programming showcases the tremendous and varied talent based in Sitka. It gives artists stages, galleries, venues and the connections needed to share and celebrate their work. Existing and planned future offerings provide means for young artist(s) to feel uplifted in their artistic interests and pursue their gifts in a supportive environment. Through events like the Sitka Artisans Market, increased revenues and exposure are granted to those wishing to promote their work, including local business owners and independent entrepreneurs. All Council initiatives promote an overarching spirit of community connectedness as families and individuals explore arts opportunities and events together.

Extended tangible benefits would be the continuation and growth of the Council's sponsored groups, including Sitka Folk, The Monthly Grind and Sitka Community Theatre. Such groups offer time-tested, quality and favored educational and cultural opportunities of an artistic variety. Group leaders' passion for local arts and community involvement is shared with Sitka's diverse populations, such encouragement leading to family outings otherwise not accessed, performance opportunities available to artists of all skill and experience levels, and affordable, healthy entertainment independent of weather or time of year.

What are some benchmarks during the project that indicate things are going in the right direction?

Benchmarks include successful planning and follow through of stated events and services; enjoyed attendance and involvement by all staff, volunteers, and community members; rich, positive feedback obtained by those served, as well as those working under the Council umbrella; increased interest and commitment by staff members, volunteers, local and distant artists and arts advocates in working with the Council; enriched partnerships between the Council and the community in which it serves; and families and individuals uplifted uniquely through celebration of their talent, skills and/or artistic interests.

Statement of Need

How does this project align with the funding category that you are applying for?

The Council works to involve all people and groups in the exploration and celebration of Sitka arts and culture by removing barriers to participation and promoting inclusion. Its events are hosted within venues that are handicapped accessible, with adequate and appropriate lighting and signage; such efforts reflecting ongoing attention to maintaining accessible programming and facilities. The Council also encourages all people of all abilities to participate in its initiatives through direct outreach and communication.

The Council's unique responsibilities include being the primary support for independent arts groups and independent artists. In addition to its strong history of fiscal sponsorship, the Council continues to progress in its pursuit of extended community partnership, including mutual initiatives with the Sitka Sound Science Center, Sitka Tribe of Alaska, Sitka Community Playground and the Sitka Historical Society. Through its arts and educational design, the Council's mission continues to strengthen Sitka's already rich educational and cultural platforms, pairing historical significance with creative ingenuity. While it is not an Alaska Native arts organization, the Council also works to serve, uplift and foster connection with Sitka's Alaska Native populations, particularly within the arts and cultural disciplines.

What documented needs does this project address ?

The Council connects with families, educators, organizations, artists and community groups to foster arts and cultural activities that facilitate learning, personal growth, self-improvement, healing and sense of connectedness. This intrinsic, priceless value only achieved by arts integration is documented through a rich collection of local sources, including:

- The 2007 Sitka Comprehensive Plan states its 'recognition of the positive effect of the arts in Sitka's civic and economic framework'.
- The 2017 Sitka Vacation Planner states 'Sitka loves the arts', describing the longstanding community value offered by several of the Greater Sitka Arts Council initiatives including The Monthly Grind and Sitka Wearable Art Show.
- Capital City Weekly's highlight of the Council in several issues of its 'Bright Moments' feature, describing Southeast Alaska's best arts and cultural events.
- Juneau Empire's article on The Monthly Grind, describing the sponsored events as celebrating 'affordable, non-political, family-oriented entertainment'.

Does the funding from this request help leverage other funds for the project?

The hopeful funds obtained by the support of this grant would certainly help leverage other funds specifically pursued for the stated projects. Organizations offering such funding, like the Alaska State Council on the Arts, request that sister partners/funding are secured in addition to their contributions. Support from the City and Borough of Sitka demonstrates belief in the Council's history and continued commitment to arts and cultural advocacy and education. It also demonstrates community unity within the arts sector, and unbiased support to all those who strive for community empowerment.

Organizational Capacity

Track Record/Community Support:

The Council's mission-driven work has been made possible through the continued support and participation of each one of its grant reviewers and funders, members, corporate partners, and strategic allies.

The Council's strategy team remains a committee-driven board of diverse, talented individuals, focused on strong governance and wise direction. Staff continue to work with the Council's chief accountant, professional advisors, volunteer and contract staff, the Council's Finance Committee, and each and every director. The Council has always recognized the importance of high quality people and vital organizational costs, and supports these investments as a strategy to continued sustainable programming.

Former staff persons, like Jeff Budd and Sarah Lawrie, remain active as volunteers and/or board members, signifying the strength of one's commitment to the Council's mission and initiatives. New volunteers regularly join faithful volunteers of many years, working together to enhance the quality and reach of quality arts programming. Independent donors and business partners remain committed to supporting the Council each year, through unsolicited donations and/or advertising. Community groups continue to call and look to the Council for guidance on creative public projects, while independent artists both local and visiting participate in the Council's events each year with growing enthusiasm.

Board Attendance:

The Greater Sitka Arts Council's Board of Directors meets formally once per month, and on an informal, regular basis throughout its many events, fundraising initiatives and team building gatherings.

Current members include:

Pat Hughes, President

John Stein, Vice President

Ted Howard, Secretary
Charles Morgan, Treasurer
Lauren Wild, Member
Bobbi Jordan, Member
Melinda McAdams, Member
Sarah Lawrie, Member
Jackie Hamberg, Member
Heather Bauscher, Member

Budget

*Requested forms attached in supplemental materials.

Overview of Revenue Streams

Historically, the Council's revenues have encompassed a healthy mix of income streams:

- Self-Generated Fees for Services [ex. ticket sales; equipment rentals; workshop tuitions]
- Charitable Contributions [ex. memberships]
- Corporate Philanthropy [ex. Alaska Airlines; Premera Blue Cross]
- State and Local Governments [ex. City and Borough of Sitka]
- Foundations [ex. Rasmuson]
- Public Charities [ex. White Elephant Shop]
- Planned Giving [ex. Pick.Click.Give]
- Fundraising Campaigns [ex. raffle]

Deficit

At the end of the FY17, the measurement of the Council's profitability was at a deficit. The Council currently sits in the early stage of its fiscal year [ending May 2017], with a net asset total [\$33,261.59] capable of absorbing this deficit, and sufficient cash and working capital to continue its outreach initiatives. The Council expects to achieve a recovery surplus, as net assets are replenished through event sales and sponsorships of upcoming events, grant funding partnerships and member contributions.

Other Required Documentation

*Requested forms attached in supplemental materials.

Thank you

Greater Sitka Arts Council

Balance Sheet

As of May 31, 2017

	May 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1000 · FNBA Checking	3,220.20
1010 · Gaming Account	7,686.95
1020 · ALPS Savings	15,710.84
1030 · Cash Box	150.00
Total Checking/Savings	26,767.99
Total Current Assets	26,767.99
Fixed Assets	
1500 · Furniture and Equipment	10,077.00
1550 · Accumulated Depreciation	-3,583.40
Total Fixed Assets	6,493.60
TOTAL ASSETS	33,261.59
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	273.38
Total Accounts Payable	273.38
Other Current Liabilities	
24000 · Payroll Liabilities	181.50
Total Other Current Liabilities	181.50
Total Current Liabilities	454.88
Total Liabilities	454.88
Equity	
3000 · Unrestricted Net Assets	28,719.03
3100 · Umbrella Restricted Net Assets	9,290.13
Net Income	-5,202.45
Total Equity	32,806.71
TOTAL LIABILITIES & EQUITY	33,261.59

Greater Sitka Arts Council

Operating Income Statement

June 2016 through May 2017

	Jun '16 - May 17
Ordinary Income/Expense	
Income	
4000 · Grant Income	9,704.00
4010 · Board Donations	190.00
4030 · Fund Raising/Special Events	13,897.36
4040 · Membership/Donations	7,114.58
4050 · Gaming (Raffle tickets sold)	7,412.00
4060 · Rental Income/Equipment	580.00
4080 · Sponsor	15,728.00
4085 · Vendor Fee	11,004.00
4095 · Interest Income	15.71
4099 · Umbrella Overhead Income	1,295.60
Total Income	66,941.25
Gross Profit	66,941.25
Expense	
6000 · Advertising, Promotion/Web Site	3,334.43
6010 · Contract Services	12,058.00
6020 · Donations to Non Profits	1,439.15
6030 · Equipment Rental/Purchases	6,537.20
6035 · Gaming Expense	267.00
6040 · Insurance Expense	2,568.00
6050 · Meals and Entertainment	1,141.01
6060 · Office Expense	
6061 · Bank Service Charges	30.75
6062 · Office Supplies	681.06
6063 · Other Office Expense	50.00
6064 · Postage and Delivery	1,046.76
6065 · Telephone/Utilities Expense	677.85
6066 · Credit Card Discount Fee	291.42
Total 6060 · Office Expense	2,777.84
6080 · Professional Fees	13,669.99
6085 · Rent Expense	9,553.81
6090 · Repairs and Maintenance	151.21
6095 · Scholarship	3,000.00
6100 · Special Events Expense	2,788.78
6105 · Supplies	1,068.11
6110 · Taxes, licenses and permits	70.00
6200 · Payroll Expenses	
6208 · Workers Comp	663.00
6210 · Salaries, Wages	10,112.34
6220 · Payroll Tax Expenses	942.36
Total 6200 · Payroll Expenses	11,717.70
Total Expense	72,142.23
Net Ordinary Income	-5,200.98
Other Income/Expense	
Other Income	
4098 · Fundraiser Net Income Transfer	25,412.46
Total Other Income	25,412.46
Other Expense	
7100 · Net Income of Fundraisers	25,412.46
Total Other Expense	25,412.46
Net Other Income	0.00
Net Income	-5,200.98

BUDGET FY18

Income	
4010 Board Donation	750
4040 Membership/Donations	8,000
4030 Fund Raising/Special Events	17,500
4070 Sales	500
4095 Interest Income	
4099 Overhead Income	2,000
4060 Rental income/equipment	600
4080 Sponsors	25,000
4085 Vendor Fees	11,200
4090 Workshops	
Gross Revenue	65550
Expense	
6210 Salaries, Wages	13,000
6200 Payroll Expenses- Other	1000
6220 Payroll Tax Expenses	300
6010 Contract Services	15,000
6020 Donations to Non-Profits	300
6062 Office Supplies	1500
6064 Postage and Delivery	1000
6065 Telephone and Utilities	600
6063 Office Other	
6095 Scholarships	
6105 Supplies	5,200
6110 Taxes/license/permit/mbrshp	450
Subcontracted services	
6000 Advertising/Promotion	5,650
6008 Worker's Comp Insurance	300
6040 D&O & Liability Insurance	2,500
6050 Meals and Entertainment	1450
6080 Professional Fees	8,000
6085 Rent Expense	11300
6120 Travel	
6100 Special Event Expense	
6030 Equipment Rental	400
Training/Conferences	
Sales Tax	
Total Expense	53650
Total Net Income	11,900

FY18 GRANTS AWAITING OR SECURED SO FAR

Grants:	City of Sitka	White E	ASCA	Total
Income	7500	750	3,150	11400
Expense				Total Expense
Consignment fee				
Contract Services			900	900
Contributions				0
Office Supplies				0
Postage				0
Telephone				0
Office Other				0
Music Programming	1500			
Artist Workshops, Events	1000			
Scholarships	1000	750	250	2000
Impact Assessment	500			
Artist Registry Updates	500			
Flagship Events	2000			2000
Taxes/license/permit/mbrshp				0
Volunteer Stipend				0
Subcontracted services				0
Advertising/Promotion				0
Insurance				0
Meals and Ent				0
Professional Fees	1000			1000
Rent Expense			2000	2000
Travel/training				0
	7500	750	3150	11400

Others: Rasmuson, Foraker Group, SCPT, Women's Club, Coast Guard Spouses and Women's Association,

GRANTS AWARDED FY17

ASCA \$3150.00

City & Borough of Sitka \$3286.00

White Elephant Shop \$300.00

SCPT \$2518.00

Rasmuson \$6537.00

Internal Revenue Service

Date: September 9, 2005

GREATER SITKA ARTS COUNCIL INC
BOX 564
SITKA AK 99835-0564

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Shella Schrom 31-02836
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
[REDACTED]

Dear Sir or Madam:

This is in response to your request of September 9, 2005, regarding your organization's tax-exempt status.

In August 1973 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

THE GREATER SITKA ARTS COUNCIL INC

P.O. BOX 564 SITKA AK 99835

owned by

THE GREATER SITKA ARTS COUNCIL INC

is licensed by the department to conduct business for the period

October 03, 2016 through December 31, 2017

for the following line of business:

92 - Public Administration



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.

Chris Hladick

Breder Sitka Arts Council

CBS Liabilities Form

- Property Tax

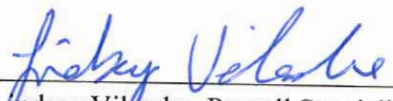

Hannah Nelson, Tax Accountant
747-1853

- Sales Tax

Hillary Nutting


Kristy Crews, Accounting/Sales Tax Clerk
747-1840


- Municipal Leases


Lindsey Villandre, Payroll Specialist
747-1825

- Loan/Promissory Note


Larry Fitzsimmons, Senior Accountant
747-1801

- Utilities


Diana Spiegle, Utility/Harbor Billing Clerk
747-1843

Please have CBS Departments sign off that your organization is current on all CBS liabilities.

This form must be completed and submitted with your Non-Profit Grant Application.