

Holley Dennison

From: Rhiannon Guevin <rhiannon@fineartscamp.org>
Sent: Thursday, August 12, 2021 2:29 PM
To: Holley Dennison
Subject: Alaska Arts Southeast FY22 Nonprofit Grant Application
Attachments: Alaska Arts Southeast FY22 Grant Application.pdf; City of Sitka FY22 Narrative AASE.pdf

Hi Holley,

I hope that you are doing well. Attached is an electronic copy of Sitka Fine Arts Camp's Annual Grant application.

Please let me know if you need any other information or if anything looks amiss.

Best,
Rhiannon

--

Rhiannon Guevin
Operations Director
Sitka Fine Arts Camp
907-747-3085
www.fineartscamp.org
www.facebook.com/sitkafineartscamp



City and Borough of Sitka
General Fund Grants for Non-profit Organizations

APPLICATION CONTENT, ATTACHMENTS, & RATING SCHEDULE

**** Please submit only requested items ****

☒ **Detailed project description overview (one page only) – total pts 10**

- ✓ What grant category are you applying for (you may choose only annual or special emergency grant, and only one category under annual grants)? ✓
- ✓ What will be done with these funds? ✓ scholarship
- ✓ Who will do it? ✓ teachers
- ✓ Who will be served? ✓ students
- ✓ When will this service be provided? ✓ summer camp
- ✓ Has the agency received CBS General Fund Grants previously? If so, how many, which years, and for what amount? 2021 mentioned only - not super clear if prior years awarded

☒ **Expected Outcomes (one page only) – total pts 10**

- ✓ How will the project be measured as successful? ✓ test, observations, rubrics.
- ✓ What will the tangible community benefit be? - improvements in school.
- ✓ What are some benchmarks during the project that indicate things are going in the right direction? ✓ also testing, similar to bullet #1?

☒ **Statement of Need (one page only) – total pts 10**

- ✓ How does this project align with the funding category that you are applying for? ✓
- ✓ What documented needs (e.g., McDowell Reports, the Comprehensive Plan, Youth Risk Behavior Survey, etc.) does this project address? ✓ SSO + Strategic planning
- ✓ Does the funding from this request leverage other funds for the project? How?

☒ **Organizational Capacity (one page only) – total pts 10**

- ✓ Track record (this or similar project delivery and management). ✓
- ✓ Community support. ✓
- ✓ Board attendance. ✓ how often meeting?
- ✓ List of Board Members and Officers. ✓

☒ **Budget – total pts 10**

- ✓ Statement of assets, revenues, and expenditures for previous year. ✓
- ✓ Detailed budget for current year, including funds for this project. ✓
- ✓ Include itemized list of grants received or pending for prior and current years. ✓

☒ **Required Documentation – total pts 10**

- ✓ Copy of non-profit documentation such as IRS 501c3 designation. ✓
- ✓ Current State of Alaska nonprofit organization business license. ✓
- ✓ CBS Liabilities Form. ✓

Please submit your completed application, including summary sheet and required documentation by email to Administrative Coordinator, Holley Dennison, at holley.dennison@cityofsitka.org.
Type the application using size 10-12 font. Submit only materials requested.

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

Name of Organization: Alaska Arts Southeast, Inc.

Alaska State Business License Number (if applicable):

Name of Contact Person: Roger Schmidt

Phone: 907-747-3085 Email: rschmidt@fineartscamp.org

Mailing address: 110 College Drive, Suite 111, 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 or
 - ☐ Community Development
- ☐ Special Emergency Grant

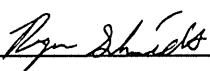
Dollars Requested: \$7,500

Match Dollars Committed: \$30,000 Percentage: 75%

Sources of Matched Dollars: Grants, contributions, earned income

Brief Description of the Purpose of the Grant: The purpose of this grant is to provide
need-based financial aid for Sitka students to attend our programs.

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

Name: 

Title: Executive Director Date: 8/11/2021

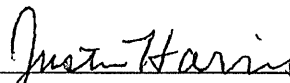
General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

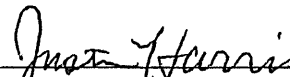
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: Alaska Arts Southeast, Inc.


- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853

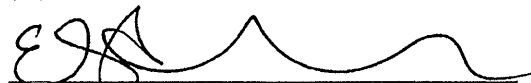
- Municipal Leases


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note


Denise Salter, Controller
747-1836

- Utilities


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

PROJECT OVERVIEW

Sitka Fine Arts Camp (SFAC) is seeking an annual Cultural and Educational Services Grant, which will provide need-based financial aid for Sitka students to attend our summer programs.

After a financially catastrophic year due to Covid-19 and having to cancel our 2020 programming, SFAC returned for summer 2021. As part of our covid mitigation plan, we had to halve our enrollment for all of our programs. In a normal year, we serve close to 1,000 students from around Alaska. During summer 2021, we served 485 students. 31% of our students in summer 2021 were from Sitka. Thanks to grants like the one from City of Sitka, our programs continue to be need-blind for Sitka students and we awarded over 40 need-based scholarships to Sitka students in summer 2021.

As our community continues to grapple with Covid-19 and its effects on the youth in our community, it will be more vital than ever to provide financial aid for Sitka students during summer 2022. Students who attended SFAC 2021 told us that it was the most important part of their year. For many of them it was the first time they were able to play in a band, rehearse theater or make art together in over a year. Parents and Students described being able to be together socially and engaged in activities they loved as incredibly healing.

Our financial aid program directly targets high-risk students in the Sitka community who need highly engaging, healthy, and meaningful educational experiences in order to succeed. Evaluations have consistently shown that students who attend our programs see enormous growth, increased self-confidence, and improved performance in school. We have seen that the arts can be one of the most effective ways for kids to feel included of a community and grow skills in teamwork, empathy, and inclusion.

Sitka Fine Arts Camp and the City of Sitka represent a mutually beneficial partnership with a positive impact on both partners. SFAC is a driving educational and economic force in the Sitka community. Evidence of City support is a vital lever to bring outside money into our organization and community. Large funders look at City support when evaluating their contribution.

In addition to the financial benefits that our organization brings to the community, SFAC's mission contributes to the quality of life in Sitka and the education of its youth. Sitka Fine Arts Camp is a multi-disciplinary arts camp that offers high-quality arts education to students of all ages. During the summer, we provide over 140 classes in the disciplines of dance, theater, creative writing, Alaska Native Arts, visual arts, and music. The Camp has a huge impact on its students. In the words of one camper: "I used to think SFAC was a special event in the middle of the summer...But I've begun to see it as more of a fuel to last me all year long. SFAC motivates me to create and connect with others. It is a place where I am allowed to be confident in my abilities and learn by leaps and bounds at the same time."

Our classes are taught by over 70 nationally recognized teaching artists from around the country and Alaska. Many of the faculty, staff, and counselors are from Alaska, allowing students to be exposed to and build ties with local artists from around the state and from their own community. With national and state recognition including the 2015 Governor's Award of Arts Organization of the Year Award, and a 2007 Coming Up Taller Award from the White House, the Camp demonstrates that it is an exemplary summer program in the arts.

During Summer 2021, our 46th season, the Sitka Fine Arts Camp welcomed students from 37 Alaskan communities and 22 states. 34% of our students identify as non-white or bi-racial. The Camp is proud of its role in developing community among Alaska's youth by bringing together students from all over Alaska.

With funds from the City of Sitka, Sitka Fine Arts Camp will provide need-based financial aid to make camp possible for all Sitka students. In 2021, with a grant from the City of Sitka, we were able to provide full or partial scholarships to over 25 Sitka students to attend our elementary, middle, high school, and musical theater camps. We are committed to making attendance at the Camp an option for Sitka families regardless of means. In the summer of 2021, 23% of our students received need-based financial aid amounting to over \$83,000 in distributed funds. Over 40% of these funds went to Sitka

students. Tuition covers approximately half the total costs associated with our summer programs. Donations, grants, and in-kind support help to subsidize the other half.

EXPECTED OUTCOMES

Evaluations have consistently shown that students who attend our programs see enormous personal growth, increased self-confidence, and improved performance in school. Especially during Covid-19, which has been emotionally difficult for kids and families in Sitka, the arts and high-quality education will be more important to students than ever.

Starting in 2005 as a NEA pilot program, SFAC has measured growth in knowledge and skills in alignment with national and state arts standards through pre and post testing, classroom observations, surveys, focus groups, and rubrics. Starting in Summer 2018 we expanded our evaluation measure the impact of SFAC on student engagement and learning and investigating how the SFAC model and instruction influence these student outcomes.

Findings to date: As in the past, the overwhelming majority of our campers report that camp increases their confidence, gives them opportunities they don't have at home, and that they'd come back given the opportunity. Additionally we have learned the importance of faculty turning over the intellectual and creative work to students; the skill of faculty to leverage student thinking and creativity in the service of deepening their understanding and performance of the arts; camp as a refuge from pressures, problems, and personal crises; the role of peers in student engagement and learning. This year we have learned first-hand from our students and parents that camp provides a space for self-expression and community that has rescued many students from a year of depression.

STATEMENT OF NEED

This project aligns directly with the Culture and Educational Services funding category because it increases access to high quality arts education for Sitka students of lesser economic status.

This project will directly address needs within the Sitka School District and the Sitka community. Sitka School District and School Board Strategic Planning documents identify the need for Sitka students to have quality educational experiences at all levels. Culturally diverse opportunities are cited. Reference is also made to healthy after school activities. SFAC meets these objectives with high quality and diverse arts educational experiences that allow students to participate at every grade level. SFAC adds to the diversity and quality of education available to the young people in our community. During a typical year, approximately 20% of Sitka School District students participated in our Camps. In addition to our summer programming, SFAC provides year-round arts programming and artist-in-the-schools residencies during the school year, which further increases the impact of this funding.

The Camp leverages economic goals described in City and SEDA planning documents, by providing an economic return to Sitka through another type of "business", thus contributing to Sitka's diverse and vital local economy. Local wages, revenue from out of town Camp fees, and the City sales tax revenue from Camp visitors contribute to overall community health. Support from the Sitka City and Borough Annual Grants program is important for our organization. Financial support from the City demonstrates to other grantors the importance the City places on having the Sitka Fine Arts Camp in our community. The City's contribution is an important indicator of local support for the Camp's programs and mission.

Due to Covid-19, our financial need is greater than ever before. In March 2020, our Board of Directors, recognizing Sitka Fine Arts Camp's responsibility to the safety of our small community and state, made the difficult decision to cancel our essential programs including our nationally acclaimed statewide summer camp which serves 1000 students annually. We also closed the Hames Fitness Center which serves as Sitka's only public gym and has an important role in our community with an annual membership of 600. We also saw a significant reduction to contributed income as many of our annual donors, reacting to the chaos of the pandemic and market, did not contribute and as larger funders shifted their priorities toward direct pandemic responses.

During FY20, our organization gave up over \$1 million of potential revenue including:

- A loss of over \$750,000 in tuition for our spring and summer programming
- A loss of over \$220,000 in event revenue
- A loss of \$57,000 in ticket sales for our Performing Arts Series
- A loss of approximately \$177,000 in Hames Center revenue

During 2020 we furloughed the majority of our staff for 3 months, temporarily shut down utilities to buildings, cancelled insurance, and cancelled capital construction and maintenance work on the campus. In FY21, we have been grateful for federal and state Covid-19 relief, which has allowed us to remain financially solvent despite having to halve our summer enrollment and seeing a decrease in demand for other contributed income sources such as the Hames Center and event rentals. A grant from the City of Sitka will be vital in continuing our ability to maintain a strong financial aid program for Sitka's students.

SFAC 2022 will be important for kids in Sitka as we continue to see Covid-19 affect our community. The negative effects of the pandemic on youth have been enormous and Sitka's students, particularly those from low-income households, will need high-quality educational programming more than ever. A grant from the City of Sitka will expand our ability to support these students.

ORGANIZATIONAL CAPACITY

SFAC has a great track record of city, state, and national recognition for its work. In the last nineteen years, Camp has successfully transformed itself from a virtually bankrupt camp serving 60 kids, to an organization with a three million dollar budget that manages and oversees a variety of programs including the Sitka Fine Arts Camp, teacher training programs, artist residency programs, management of the Sitka Performing Arts Center, the Hames Center, and a Performing Arts Series. In addition, our organization has developed strong partnerships and working relationships with many other organizations in our community, especially with the Sitka School District. These partnerships have allowed us to expand our reach and impact more students within the Sitka community.

Our staff and board has worked hard to focus on organizational resiliency and sustainability. Each year, our board has raised and added money to our Operating Reserve. At the end of the last fiscal year, we reached the goal of \$745,000 in our reserve fund to use in the case of unexpected emergencies around the liabilities of running a summer camp and managing a historical campus with 20 buildings, many over 100 years in age.

Community Support: Since January 2011 we have had over 1000 individual volunteers contribute over 45,000 volunteer hours. We have raised over 4.5 million dollars in individual and business donations. Our organization is fortunate to have amazing community support that has attracted national coverage amongst national funders like ArtPlace America and the National Endowment for the Arts. Our financial aid program for students is currently supported by individual donors, arts councils, businesses, and organizations all over Alaska including the Coast Guard Spouse's and Women's Association, the Greater Sitka Legacy Fund, ALPS Credit Union, the White Elephant, the Atwood Foundation, Juneau Arts and Humanities Council, Ocean Wave Quilters, Sitka Charitable Trust, the Ketchikan Arts and Humanities Council, Northrim Bank, First Bank, and Sitka Counseling and Prevention Services.

2020-21 Board of Directors

Sitka Fine Arts Camp has a highly engaged board:

Sam Skaggs, President

Mollie Kabler, Vice President

Sue Litman, Treasurer

Martha Pearson, Secretary

Jule LeBlanc

Marya Pillifant

James Poulson

Amy Rhyneer

Board Emeritus (retired from board but still active in our organization): Wendy Alderson, Lauren Allen, Peter Apathy, Thor Christianson, Karen Grussendorf, Mary Hames, Kathryn Snelling, Kris Fulton, Mary Goddard

Itemized list of major grantors this year:

Anonymous Foundation: \$270,000

Alaska State Council on the Arts: \$18,000

Atwood Foundation: \$15,000

Charlotte Martin Foundation: \$7,500

City of Sitka: \$5,983

MJ Murdock Charitable Trust: \$400,000

National Endowment for the Arts: \$10,000

Rasmuson Foundation: \$65,000

Sitka Charitable Trust: \$7,395

State of Alaska: \$24,000

Alaska Arts Southeast, Inc. Financials				
	FY 21 Budget	FY 21 Actuals (as of 6/30/21)	FY 22 Budget (Tentative)	Notes
Support				
Federal Grants	\$136,163	\$367,883	\$680,000	FY21 and FY22 include Covid-19 aid and PPP
State Grants	\$39,000	\$18,000	\$20,000	
City Grants	\$22,961	\$63,483	\$7,500	Includes Covid-19 aid
Foundation Grants	\$685,000	\$536,245	\$100,000	
Corporate Grants	\$10,000	\$24,500	\$10,000	
Individual Contributions	\$141,520	\$186,699	\$150,000	
Revenue				
Tuition	\$672,570	\$696,726	\$750,000	
Ticket Sales	\$10,000	\$23,541	\$30,000	
Concession Sales	\$10,000	\$11,653	\$15,000	
Event Rental Revenue	\$312,440	\$103,355	\$150,000	
LT Rental Revenue	\$318,229	\$366,135	\$400,000	
HAMES Revenue	\$167,880	\$136,083	\$160,000	
Interest Income	\$1,200	\$491	\$1,000	
Total Support and Revenue	\$2,526,963	\$2,534,794	\$2,473,500	
Expenses				
Salaries & Wages	\$1,001,396	\$679,389	\$1,100,000	
Travel	\$86,260	\$26,224	\$65,000	
Utilities	\$212,162	\$189,870	\$220,000	
Office Supplies	\$23,008	\$24,830	\$25,000	
Art Supplies	\$14,640	\$34,564	\$35,000	
Food Supplies	\$85,500	\$99,960	\$165,000	
Postage & Shipping	\$600	\$630	\$600	
Concession Supplies	\$4,000	\$9,822	\$10,000	
Miscellaneous Supplies	\$12,540	\$28,279	\$15,000	
Custodial Supplies	\$10,000	\$13,738	\$15,000	
Maintenance & Repairs	\$81,600	\$67,098	\$100,000	
Equipment Purchases	\$29,200	\$47,709	\$30,000	
Capital Construction	\$671,221	\$636,408	\$490,400	
Hames Center Instructors	\$30,000	\$31,364	\$45,000	
Professional Services	\$35,800	\$27,497	\$40,000	
Insurance	\$58,836	\$19,181	\$60,000	
Licenses & Dues	\$320	\$239	\$300	
Advertising	\$6,240	\$6,520	\$7,000	
Property Taxes	\$7,200	\$0	\$7,200	
Bank Fees	\$30,800	\$19,955	\$30,000	
Meals & Entertainment	\$3,140	\$1,903	\$3,000	
Miscellaneous Expense	\$122,500	\$31,341	\$10,000	Includes Covid mitigation expenses and specific grant expenses
Total Expenses	\$2,526,963	\$1,996,521	\$2,473,500	
Change in Net Assets	\$0	\$538,273	\$0	

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: October 17, 2001

Person to Contact:

[REDACTED]
Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 9:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

[REDACTED]

Alaska Arts Southeast, Inc.
P. O. Box 3086
Sitka, AK 99835-3086

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in August 1975 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Alaska Arts Southeast, Inc.
[REDACTED]

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

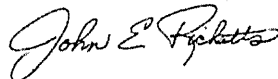
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

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

Alaska Arts Southeast, Inc. dba Sitka Fine Arts Camp dba Hames Center

PO Box 3086, Sitka, AK 99835

owned by

ALASKA ARTS SOUTHEAST, INC.

is licensed by the department to conduct business for the period

March 5, 2020 to December 31, 2021
for the following line(s) of business:

53 - Real Estate, Rental and Leasing; 61 - Educational Services; 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 Anderson
Commissioner



List of Grants Pending and Received

FY21:

Anonymous Foundation: \$270,000 (received)
Alaska State Council on the Arts: \$18,000 (received)
Atwood Foundation: \$15,000 (received)
Charlotte Martin Foundation: \$7,500 (received)
City of Sitka: \$5,983 (received)
MJ Murdock Charitable Trust: \$400,000 (received)
National Endowment for the Arts: \$10,000 (received)
Rasmuson Foundation: \$65,000 (received)
Sitka Charitable Trust: \$7,395 (received)
State of Alaska: \$24,000 (received)

FY22:

Alaska State Council on the Arts: \$18,000 (received)
Atwood Foundation: \$15,000 (pending)
City of Sitka: \$7,500 (pending)
National Endowment for the Arts: \$75,000 (pending)
National Endowment for the Arts Covid Relief: \$150,000 (pending)
State of Alaska: \$21,000 (received)