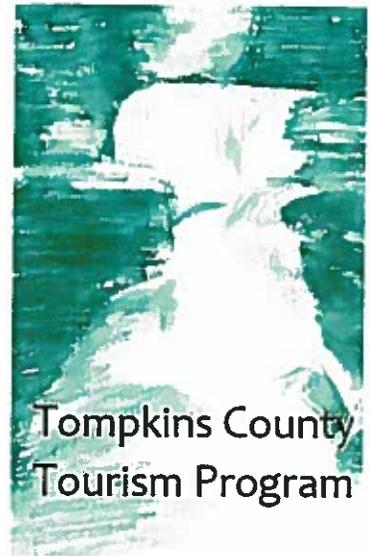


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2016 Budget Request Form

Tompkins County Tourism Program



I. BASIC INFORMATION

Program: Arts and Culture Organizational Development Grants

Applicant Organization: Community Arts Partnership

Contact Person: John Spence

Phone: 607-273-5072 Email: director@artsaprtner.org

2016 Request: \$205,000 for Product Development

C:\Documents\STPB\2016\Budget Request Cover Page ACOD 2016.docx

2015 Request: <u>Product Development</u> Year	Tourism Program Allocation**	\$ Change	% Change	% of Program Budget*
2012	200,773	-		100%
2013	200,773	-		100%
2014	206,755	6,022	3%	100%
2015	199,519	-1,755	-3.5%	97.3%
Request 2016	205,505	5,986	3%	100%

* Enter the % of the total program budget that would come from the Tompkins County Tourism Program.

** Enter modified budget amounts where applicable.

II. PROGRAM DESCRIPTION

Describe the program in two or three sentences.

The Arts & Culture Organizational Development program provides necessary financial support to our major arts and cultural assets with an approach designed to support long-term capacity building and contribute to Tompkins County's brand as a cultural destination through individual and collaborative marketing. Current recipients of support are the Cayuga Chamber Orchestra, Cayuga Nature Center/ Museum of the Earth (merged), Hangar Theatre, History Center, Kitchen Theatre, Sciencenter, and State Theatre.

III. CHALLENGES & OPPORTUNITIES

Very briefly state overarching challenges and opportunities related to your program (current or anticipated in 2015) and describe you how propose to address them.

The lion's share of the budgeted funding for this program has been committed to the organizations listed above through multi-year contracts with the result that there has been little funding available for other arts and culture organizations. Current contracts with the organizations listed above run through the end of 2015. A panel of STPB members convened in 2014-15 to examine the eligibility criteria for ACOD funding and agreed to open the funding up to organization that meet the eligibility requirements. All organizations will be applying for new two-year contracts starting in 2016. Future funding will be based on the number of organization submitting applications, the strength of those applications, and the amount of funding available to the ACOD programs.

IV. BUDGET NARRATIVE

Describe how you propose to use the requested funds. You may also use this section to expand on your answers to questions II and III.

The funds as requested are allocated for

- 1) Two-year capacity building grant support to eligible arts organizations in Tompkins County,
- 2) administration of the grant program, and
- 3) professional services to conduct fiscal / governance review at recipient organizations.

We have provided an Annual Grant Distribution chart on a separate sheet which provides a historical look at the program as well as the specific allocations of funds.

V. PROGRAM GOALS

List and describe program goals for 2015, using the sample format. For each goal listed, describe how you will measure achievement of that goal (you may list more than one measure of achievement for each goal). This will require you to consider appropriate numerical measures and baselines.

The goal of the ACOD program is the strengthening the flag-ship cultural institutions of Tompkins County, increasing their capacity to deliver high quality programs that support the county's brand as a cultural destination thereby increasing tourism and the quality of life for local residents.

Goal 1: *Open a new round of applications for funding in the fall of 2015 inviting currently funded organizations as well as new organizations that meet the eligibility criteria to apply for ACOD funding.*

Measure of Achievement 1: *Signed two-year contracts with applicants selected by an application review panel .*

Goal 2: CAP will host two meetings for representatives of each of the funded organization to emphasize 1. The purpose of the funding and 2. Encourage collaborative thinking and implantation of marketing initiatives to build Tompkins County's cultural brand.
Measure of Achievement 1A: 100% participation by the funded organizations at the two meetings described above.

Also, which goals and critical actions of the Tompkins County Strategic Tourism Plan does this program respond to, and how do your proposed program goals align with goals stated in the 2020 Strategic Tourism Plan?

Develop Ithaca and Tompkins County as a central arts cultural and heritage tourism destination in the Finger Lakes.

The grants provided through this program strengthen and enhance the standards of professionalism at our flagship arts and culture organizations and align with the strategic tourism goal to develop Ithaca and Tompkins County as a central arts, cultural and heritage tourism destination in the Finger Lakes.

From the 2020 Strategic Tourism Plan... "the arts and culture sector requires adequate human resources and funds to ensure the quality of product that has come to define our reputation as a cultural destination."

VI. ACHIEVEMENTS

Please describe your most significant program achievements during 2014 and the first quarter (January through March) of 2015. If possible, please use this as an opportunity to restate your program goals for the 2014 and 2015 budget years and describe progress towards these goals.

- The E.D. of CAP met with representatives all of the funded organizations in 2015. An additional meeting with the History Center new E.D. Rod Howe helped Rod become familiar with the ACOD program, its requirements and its potential.
- A taskforce was convened to clarify and confirm the definition of culture for the purposes of this programs and to define the eligibility requirements for current and future applicants. The work of the taskforce was presented to, and approved by the Strategic Tourism Planning Board.
- A report on the financial/governance position of the Hangar Theater was created by our third party advisor Jack Little and presented to the year-end review panel for their consideration. Jack is working with PRI/CNC to produce a similar report in 2015.
- The distribution of \$203,509 in support of the arts in Tompkins County

VII. IMPACT OF FUNDING

What would be the specific impact of receiving less funding than you are requesting? For example, what are the things that you would like to be able to do that you would not be able to do? What would be removed or reduced from your plans if you had to make do with less than requested?

The grants awarded would be reduced. Perhaps we would have to scale back the third-party agency audits.

VIII. COLLABORATION

What steps have you taken and/or what new steps do you propose to take to collaborate, coordinate, partner, and share information and resources between your program(s) and other room-tax funded programs?

While the E.D. of CAP regularly meets with representatives of ACOD funded organizations, in a variety of contexts, the organizations themselves do not come together to discuss challenges and opportunities. It is my understanding that the Discovery Trail representatives met on a monthly basis and found that opportunity for exchange to be valuable. Requiring attendance at two meetings per year may lead funded organization to see the benefit and decide to meet more often.

**Arts & Culture Organizational Development Grants
2016 Budget Request - Tompkins County Tourism Program**

For previous years budgets, used modified budget amounts.

REVENUE - ACOD		2013 Budget	2014 Budget	2015 Budget	2016 Request	Notes
<i>List major categories of revenues</i>	TCTP*	206311	201000	199519	205505	
<i>Add or delete lines/rows as needed</i>	Other (name)					
<i>Separate by project if more than one project</i>	Other (name)					
<i>Include value of in-kind support as "other".</i>	SUBTOTAL	\$206,311	\$201,000	\$199,519	\$205,505	
	TOTAL REVENUES	\$206,311	\$201,000	\$199,519	\$205,505	
	TOTAL TCTP*	\$206,311	\$201,000	\$199,519	\$205,505	
	TCTP Share	100.0%	100.0%	100.0%	100.0%	
EXPENSES - ACOD						
<i>List major categories of expenses</i>	Grants	\$171,887	\$188,000	\$192,000	\$192,505	
<i>Add or delete lines/rows as needed</i>	Professional Fees	\$2,000	\$3,000	\$3,000	\$3,000	
<i>Separate by project if more than one project</i>	Administration	\$8,100	\$10,000	\$10,000	\$10,000	
	Reallocation to CAP	\$24,324				
	SUBTOTAL	\$206,311	\$201,000	\$205,000	\$205,505	
	TOTAL EXPENSES	\$206,311	\$201,000	\$205,000	\$205,505	
	TOTAL TCTP*	\$206,311	\$201,000	\$199,519	\$205,505	
	TCTP share	100.0%	100.0%	97.3%	100.0%	
	REVENUES LESS EXPENSES	\$0	\$0	-\$5,481	\$0	

*TCTP-Tompkins County Tourism Program

ARTS AND CULTURE ORGANIZATIONAL DEVELOPMENT GRANTS
a part of the Tompkins County Tourism Program, with support from the Community Arts Partnership

ANNUAL GRANT DISTRIBUTION

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Cayuga Chamber Orchestra	\$20,000	\$25,000	\$20,000	\$22,000	\$23,275	\$18,700	\$21,373	\$21,800	\$22,236	\$27,000	\$27,000	\$27,000	???	???	???
Cayuga Nature Center	\$0	\$0	\$0	\$0	\$0	\$28,000	\$25,000	\$25,000	\$25,000	<i>merged w/PR</i>			???	???	???
Hangar Theatre	\$30,000	\$30,000	\$30,000	\$32,500	\$37,500	\$24,000	\$22,600	\$23,052	\$23,513	\$27,000	\$27,000	\$27,000	???	???	???
History Center	\$20,000	\$30,000	\$23,000	\$30,000	\$30,000	\$23,200	\$21,458	\$21,887	\$22,325	\$27,000	\$27,000	\$27,000	???	???	???
Kitchen Theatre	\$25,000	\$25,000	\$35,000	\$39,680	\$34,000	\$22,400	\$21,264	\$21,689	\$22,123	\$22,000	\$23,000	\$27,000	???	???	???
PR/MOTE	\$0	\$0	\$20,000	\$25,000	\$30,000	\$18,000	\$15,000	\$15,300	\$15,606	\$40,000	\$40,000	\$40,000	???	???	???
Sciencenter	\$0	\$0	\$0	\$0	\$0	\$10,000	\$16,000	\$16,320	\$16,646	\$17,000	\$17,000	\$17,000	???	???	???
State Theatre	\$30,000	\$30,000	\$30,000	\$30,000	\$37,000	\$16,000	\$17,000	\$22,850	\$23,307	\$11,887	\$27,000	\$27,000	???	???	???
Light in Winter					\$22,000								???	???	???
New Applicant 1													???	???	???
New Applicant 2													???	???	???
TOTAL GRANTS							\$159,695	\$167,898	\$170,756	\$171,887	\$188,000	\$192,000		\$0	\$0
Prof Development							\$3,360	\$2,910	\$4,000	\$2,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Accounting Consultant							\$17,100	\$20,077	\$20,077	\$8,100	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Admin (CAP)							\$180,155	\$190,885	\$198,333	\$206,311	\$201,000	\$205,000	\$13,000	\$13,000	\$13,000
Total Used							\$177,773	\$200,773	\$200,773	\$200,773	\$200,773	\$206,755	\$199,519	\$205,505	\$209,615
PROGRAM Budget (Room Tax Allocation)													\$2,173	\$2,173	\$213,807
Previous years budgeted/unspent (Re-allocate via budget adjustment)													\$208,210	\$208,654	\$207,173
MODIFIED PROGRAM Budget													\$207,678	\$207,678	\$207,678
End of year budgeted/unspent (Balance)									\$7,437	\$1,899	\$7,654	\$2,173	\$194,678	\$196,615	\$200,807
Assumption: 2% growth in room tax allocation 2016 and 2017								avg grant		\$24,555	\$26,857	\$27,429	\$0	\$0	\$0
<u>Ticket Center Rampdown</u>															
Payment Reduction (Kitchen Theatre)														\$5,000	\$4,000
Reallocation to CAP from Previous Year Roll Forward														\$7,437	
Reallocation to CAP from Reduction (Kitchen Theatre)														\$5,000	
Reallocation to CAP from Reduction (State Theatre)														\$11,887	