

Print

Klamath County COVID-19 Emergency Response Grant - Submission #1232

Date Submitted: 7/31/2020

I have read the Grant Guidelines Posted on Klamath County's Website

Yes/No*

Yes ▼

Grant Cycle*

COVID-19 Emergency Response ▼

Entity Name*

Ross Ragland Theater

Amount Requested*

25000

Max to request is \$25,000

For-Profit/Non-Profit*

Non-Profit ▼

Entity Federal Tax ID Number

93-1006823

DO NOT enter SSN.

Address*

200 N. 7TH STREET

City*

KLAMATH FALLS

State*

OR

Zip Code*

97601

Project Title*

COVID19 Operations & Tourism

Grant Contact Name*

SCOTT MOHON

Email Address*

DIRECTOR@RRTHEATER.ORG

Phone Number*

5418878632

Fax Number

5418848574

Project(250 words or less)*

Each year, the Ross Ragland Theater creates a dynamic season of creative, educational and entertaining theatrical experiences for the Klamath Basin community and its visitors. This is executed through visionary artistic planning and leadership, sound fiscal management, and collaborative and supportive audience development; while creating engaged partnerships with city officials, corporations, other non-profits and the community at large. The Theater continues its artist in residence program with county schools and continues its interaction with the local and regional schools through its Youth Audience Matinee programs. While the pandemic and restrictions have reduced our ability to serve the community via our arts programs, we continue to look at new ways to bring education and entertainment programs to our patrons and supporters.

Because of Klamath County's continued support through its various funding initiatives, we are able to reinvest in our organization to produce high quality theatrical events that educate our volunteers, audience and assist in increasing the quality of life of our communities in the Klamath Basin.

Please describe your project and how you will utilize the grant funding

Need of Funds(250 words or less)*

A grant of \$25,000 from the Klamath County Tourism Program will enable the Ragland to bridge the gap between public closure mandated by Gov. Kate Brown on March 12, and a day in the not-too-distant future when we can begin to reopen our doors anew and earn income again through show sponsorships, ticket sales, rental fees, and tuition. This emergency assistance grant will help fund salaries, benefits, mortgage, and utilities. This will allow for completion of some much-needed facility safety enhancement for COVID response and begin to restart full time educational programs and performances in the Fall of 2020. To resume programming this summer, the annual campaign for sponsorships, advertising and unrestricted contributions must also resume. While driven primarily by volunteers, the effort must be strongly coordinated by management and development staff and must overcome continuing challenges of being unable to meet or campaign effectively in person. Your grant will also help bridge the gap between the delayed annual campaign and the possibility of less revenue raised due to the economic shutdown and unemployment.

As the theater reopens, the possibility also exists for less ticket revenue due to potential audience size restrictions and fewer theatergoers being able to afford tickets due to unemployment and business closures. The future is difficult to predict. Your grant of \$25,000 will enable essential staff to continue to do what we can to prepare the future in a changing and unpredictable environment. Thank you for your consideration!

Please explain the need of funds in detail. Please be sure to highlight one of the listed requirements (Generating Lodging Tax Revenues, Preserving Business, Protecting Jobs)

Long-Term(250 words or less)*

The Ragland's cash flow has been a challenge since I began in January. The COVID-19 pandemic has not aided in our ability to earn money. We have received the PPP from the SBA and are aggressively writing grants to assist us in maintaining our viability. Creating an expected abbreviated and new season for performances and our education program for 2020-2021 is difficult at best without knowing which direction the pandemic will lead us and our ability to gather and experience the arts. Our ability to successfully continue into the new year will be dire if we are not able to earn cash.

What are the long term implications of receiving grant funds.

Measurable(250 words or less)*

As the Ragland operates during the pandemic and beyond, we continue to identify daily how people are willing/able to travel and gather publicly. We have adjusted our education programs and programming to follow the mandated guidelines for the safety of the patrons, students, artists, volunteers, and staff. As the restrictions are gradually lifted, we will be able to program larger performances and programs and market to the outlying regions encouraging them to come to Klamath Falls to "Eat. Play. Stay" (an earlier program of the Ragland supported by Klamath Tourism). Funding support is crucial for the short and long term to allow the Ragland to continue to operate, plan for the future, and execute accordingly. We have, and will continue, to engage in community outreach and community partnerships to assist in the revitalization and recovery of the Klamath Basin – economically and socially.

Please explain how you plan to measure the success of your project in both the short term and the long term

Impact(250 words or less)

The funds are intended to partially support operational costs for the 2020-21 Season. Costs could include staff salaries, artist salaries (artists, directors, choreographers, music directors, designers and special effects technicians), costume purchase/rental & creation, set purchase/rental & creation, royalty payments (scripts & music), lights & props for locally produced and presented performances of Broadway & Off-Broadway musicals and plays, and nationally presented artists. The funds will also be utilized to promote Klamath Falls and its theatrical performances advertising outside the region. This funding is needed to keep the Ragland from increasing ticket prices, without compromising the accessibility and quality of the productions the audiences have come to expect and appreciate. The growth of our theatre education programs and productions require us to expand attendance opportunities to potential visitors to Klamath Falls focusing on our regional neighbors, keeping in mind the demand from our local community.

In what ways does this project address a need in the tourism industry and show potential to generate more/additional Lodging Tax Revenues

Required Supporting Documents*

KC Tourism 2020 - COVID.pdf

Proof of Federal Tax ID (if one is issued, do NOT upload docs for SSN)Entity's W-9 form (omit SSN)***Grant Budget***Insurance Documentation***You MUST upload all documents in one (1) pdf document.

Insurance Requirements

Insurance Accord 25-S with County required minimums, Klamath County as additional insured, additional insured endorsement, proof of workers comp and auto coverage (if needed). If no employees or autos will be used for grant fulfillment, a document on letterhead stating no employees or autos will be used for grant fulfillment must be submitted.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

Scott Mohon

Date/Time*

7/31/2020

3:00 PM

Ross Ragland Theater FY2021 Budget Overview

	Performance Season	Arts Education	Facility	Management & Overhead	Total
REVENUES					
Grants					
Endowment	-	-	-	41,640.00	41,640.00
Foundations	14,000.00	54,000.00	3,500.00	22,000.00	93,500.00
Government	-	75,000.00	10,000.00	15,000.00	100,000.00
Special Grants	-	-	-	40,000.00	40,000.00
SUBTOTAL Grants	14,000.00	129,000.00	13,500.00	118,640.00	275,140.00
Ticket Sales					
Admissions	278,510.00	32,475.00	-	-	310,985.00
Registrations (net scholarships)	-	41,100.00	-	-	41,100.00
SUBTOTAL Ticket Sales	278,510.00	73,575.00	-	-	352,085.00
Contributed Income					
Individuals	-	9,250.00	2,000.00	65,000.00	76,250.00
Classical Series	4,800.00	-	-	-	4,800.00
Corporate	28,000.00	2,500.00	-	-	30,500.00
General (incl. BOD)	-	-	-	1,250.00	1,250.00
SUBTOTAL Contributed Income	32,800.00	11,750.00	2,000.00	66,250.00	112,800.00
Earned Income					
Playbill	39,000.00	-	-	-	39,000.00
Tile Income	-	-	3,000.00	-	3,000.00
Facility Rentals	-	-	32,000.00	-	32,000.00
Box Office Surcharges	16,000.00	-	2,000.00	-	18,000.00
Special Events	-	8,000.00	-	80,800.00	88,800.00
Concessions & Merchandise	-	-	-	10,000.00	10,000.00
Other	-	-	-	-	-
SUBTOTAL Earned Income	55,000.00	8,000.00	37,000.00	90,800.00	190,800.00
TOTAL REVENUES	\$ 380,310.00	\$ 222,325.00	\$ 52,500.00	\$ 275,690.00	\$ 930,825.00
EXPENSES					
Administration					
Salaries and Wages	165,382.68	68,274.60	34,169.24	29,921.48	297,748.00
Seasonal Wages	8,910.00	7,590.00	-	-	16,500.00
Tax Expense	15,478.35	6,778.73	3,034.46	2,657.23	27,948.76
Benefits	22,829.74	9,998.26	4,475.66	3,919.27	41,222.93

Ross Ragland Theater FY2021 Budget Overview

SUBTOTAL Administration	212,600.77	92,641.59	41,679.36	36,497.97	383,419.69
Outside/Contracted Services					
Artist/Contractor Fees	142,850.00	87,585.00	-	3,500.00	233,935.00
Legal/Accounting	17,193.66	7,529.94	3,370.73	2,951.70	31,046.04
Outsourcing	-	-	-	-	-
Technology	4,437.07	1,943.21	869.87	761.73	8,011.88
Security	4,100.00	-	-	-	4,100.00
SUBTOTAL Contracted Services	168,580.73	97,058.15	4,240.60	7,213.43	277,092.92
Equipment Rental/Purchase					
General	3,000.00	300.00	3,500.00	1,000.00	7,800.00
Technology	-	-	-	4,200.00	4,200.00
Other	-	-	1,500.00	-	1,500.00
SUBTOTAL Equipment	3,000.00	300.00	5,000.00	5,200.00	13,500.00
Office Postage & Printing	-	-	-	-	-
General Office Supplies	-	-	-	-	-
Office Postage	621.19	272.05	121.78	106.64	1,121.66
Office Printing	-	-	-	3,240.00	3,240.00
Subtotal Office Postage & Printing	621.19	272.05	121.78	3,346.64	4,361.66
Materials, Maintenance & Supplies					
General Supplies	-	-	2,900.00	2,900.00	5,800.00
Concession	4,250.00	-	-	-	4,250.00
Hospitality	3,500.00	1,000.00	-	500.00	5,000.00
Janitorial	2,606.78	1,141.64	511.05	447.52	4,706.98
Repairs	-	-	6,500.00	-	6,500.00
Subtotal Materials and Supplies	10,356.78	2,141.64	9,911.05	3,847.52	26,256.98
Marketing and Advertising					
Paid Advertising	12,000.00	-	1,500.00	1,000.00	14,500.00
Printing & Design	13,400.00	400.00	-	3,500.00	17,300.00
Reproduction	2,250.00	2,100.00	-	3,500.00	7,850.00
Postage and Delivery	2,484.76	1,088.20	487.13	426.57	4,486.65
SUBTOTAL Marketing and Advertising	30,134.76	3,588.20	1,987.13	8,426.57	44,136.65
Utilities					
Gas/Electric	14,697.81	6,436.89	2,881.43	2,523.23	26,539.35
Telephone (% factor)	4,725.48	2,069.52	926.41	811.24	8,532.65
Water/Sewer	5,823.66	2,550.46	1,141.70	999.77	10,515.59

Ross Ragland Theater FY2021 Budget Overview

SUBTOTAL Utilities	25,246.95	11,056.87	4,949.54	4,334.24	45,587.60
Fees and Licenses					
Finance and Late Fees	2,495.85	1,093.06	489.30	428.47	4,506.68
Royalties and Scripts	12,500.00	1,500.00	-	-	14,000.00
Credit Card Fees	24,000.00	-	-	-	24,000.00
SUBTOTAL Fees and Licenses	38,995.85	2,593.06	489.30	428.47	42,506.68
Insurance (Operational)					
Liability and Earthquake	7,099.32	3,109.14	1,391.79	1,218.77	12,819.01
Director/Officer	748.76	327.92	146.79	128.54	1,352.00
Worker's Compensation	1,507.50	660.21	295.54	258.80	2,722.04
SUBTOTAL Insurance	9,355.57	4,097.26	1,834.11	1,606.11	16,893.05
Dues and Subscriptions	500.00	-	-	400.00	900.00
Professional Development	500.00	-	-	500.00	1,000.00
Board, Volunteer & ED Expense	1,000.00	-	-	1,000.00	2,000.00
Travel & Accommodations	8,345.00	2,855.00	300.00	1,500.00	13,000.00
Miscellaneous	-	-	-	1,000.00	1,000.00
Cost of Operations	21,852.59	9,570.32	4,284.09	3,751.52	39,458.51
TOTAL EXPENSES	\$ 531,090.20	\$ 226,174.13	\$ 74,796.96	\$ 79,052.46	\$ 911,113.75
Net Totals	\$ (150,780.20)	\$ (3,849.13)	\$ (22,296.96)	\$ 196,637.54	\$ 19,711.25