

2018-2019 Cultural Funding Proposal: Bainbridge Island Historical Museum General Operating

About Our Request

1) Proposal Description and Purpose

We are requesting general operating support to supplement our existing income. Our largest source of revenue (37% of total) comes from fundraising. Additional income is from membership dues/sponsorships, donations, admissions/programs, and grants.

We are committed to growing our organization. In fact, we have no choice but to grow, as Island history is being created every day, and our mission requires us to share it with an ever-increasing Island population and visitors to the Island. Over the last several years, growth in museum operations has r e q u i r e d both an increase in hours of operation and the hiring of additional permanent staff. To meet these demands, we have had to increase fundraising activities as a proportion of total income. In 2009, for instance, fundraising activities accounted for just 13% of our total income compared to 37% now. This marked the last year in which the Museum received a significant allocation from Bainbridge Island Arts and Humanities Council, amounting to 16% of 2009 income (in 2008, BIAHC provided 24% of the Museum's support). Our budget has almost doubled since 2009, while only 3% comes from the City, in the form of LTAC funding. Our objective in requesting operational support is to increase targeted spending to be able t o grow our visitor services, outreach/community programs, and exhibits. Fundraising at our present level requires a large degree of engagement from our very talented and hard-working board, and from every staff member. These dollars will enable us to better publicize our programs to the public, expand our educational programs and engage with a wider variety of partners.

For 2018/2019 we will:

- Remain open for visitors and offer curatorial and research services every day except Christmas Day, Thanksgiving and New Year's Day;
- Create two new exhibits and renovate existing indoor and outdoor exhibits;
- Starting on January 2018, present "The Historical Museum at the Library", a new monthly series of lectures on historical topics at Bainbridge Island Public Library;
- Each year present a series of 'History Walks' which are open to the public at a nominal cost. As in previous years, venues will be selected for their cultural and historic significance, and expert guides will be engaged;
- Continue to serve student and adult learner groups by offering a rich, varied and often custom- tailored educational experience through tours and guided visits;
- Coordinate group visits to the Bainbridge Island Japanese American Exclusion Memorial;
- Provide a physical space for meetings of the Bainbridge Island Japanese American Community (BIJAC) and the Bainbridge Island Japanese American Exclusion Memorial Association (BIJAEMA);

- Offer training for Museum Interns (Bainbridge Youth Services /University of Washington)

Our Partners for these activities will include (but not be limited to) the following:

- Bainbridge Island public and private schools
- Bainbridge Island Public Library
- Educulture
- Olympic College Department of Anthropology
- Bainbridge Island Museum of Art
- BIJAC
- BIJAEMA
- National Park Service
- Bainbridge Youth Services
- Friends of Fort Ward
- IslandWood
- The Suquamish Tribe
- Bainbridge Island Historic Preservation Commission
- Bainbridge Island Parks and Recreation District
- Friends of the Farms

5) Evaluation

- a) **Provide an estimate of the number of Bainbridge Islanders (and others) that these activities will serve.**

Based upon information we collect from visitor logs we should serve 3500-4000 Bainbridge Islanders each year. We expect around 14,000 visitors each year, of which 40% will come from states other than WA and 7% from overseas. Our educational and outreach programs typically reach 700-800 students annually.

- b) **Briefly describe how your organization evaluates the effectiveness of its programming.**

- We engage in an institutional retreat every year to evaluate and plan aspects of our activities.
- Museum operations are measured against national standards as part of the STEPS program.
- We have established a set of staff and board committees which meet monthly to monitor progress toward institutional goals.

- c) **How do you plan to monitor the progress of your activities during the two-year funding period of 2018-2019?**

- We collect detailed data on visitor numbers and demographics.
- We monitor all group visits and educational programs for the number of participants and solicit feedback from them.

- We monitor traffic and comments on social media, Website and visitor logs.
- We continually monitor changes in our membership numbers, including new and renewing memberships.

d) Briefly describe the anticipated impact on organizational capacity and any other improvements as a result of receiving City funding.

The requested funding will allow us to focus on creation and marketing of new exhibits and additional programs.

2018-2019 Cultural Funding Request for General Operating Support

2018 - Year 1			2019 - Year 2			Total Operational Budget (Year 1 and 2)
Operational Budget Year 1	COBI Cultural Funding Request Year 1	% of Total Operational Budget Year 1	Operational Budget Year 2	COBI Cultural Funding Request Year 2	% of Total Operational Budget Year 2	
\$290,000	\$15,000	5.2%	\$333,500	\$15,000	4.5%	\$623,500 (\$30,000 total request)

2018-2019 CULTURAL FUNDING METRICS

BAINBRIDGE ISLAND HISTORICAL MUSEUM
(OPERATIONAL SUPPORT)

1. # OF MUSEUM VISITOR NUMBERS
2. # OF GROUP VISITS AND EDUCATIONAL PROGRAMS TOGETHER WITH
THE # OF PARTICIPANTS IN THOSE VISITS AND PROGRAMS