

2020-2021 Cultural Funding Application Cover Sheet

Organization Information

Applicant Organization Name: _____

Proposal Contact Person: _____ Position/Title: _____

Email Address*: _____

**Note: All communication regarding this proposal and any questions will be communicated using the email address you provide above. Please make sure you are monitoring it.*

Are you applying with a fiscal sponsor? ** (y/n) _____ **If yes, complete Fiscal Sponsor section below.

Mailing Address: _____

Address Line 2: _____

City: _____ State: _____ Zip Code: _____

Phone (work or daytime): _____

Are you a 501(c)(3) nonprofit organization? (y/n) _____ Organization Tax ID#: _____

Year established: _____ Number of years continuously operating: _____

Are you now being funded by another program of City of Bainbridge Island? (y/n) _____

If so, by what program and in what amount? _____

Did your organization receive Cultural Funding in the 2018-2019 cycle? (y/n) _____

****Fiscal Sponsor** (Only complete this section if this proposal will be submitted through a fiscal sponsor.)

Organization Name: _____

Contact Person: _____ Position/Title: _____

Email Address: _____

Phone (work or daytime): _____

Mailing Address: _____

Address Line 2: _____

City: _____ State: _____ Zip Code: _____

Are you a 501(c)(3) nonprofit organization? (y/n) _____ Organization Tax ID#: _____

Year established: _____ Number of years continuously operating: _____

Are you now being funded by another program of City of Bainbridge Island? (y/n) _____

If so, by what program and in what amount? _____

Proposal Information

Proposal Title: _____

Brief Description of Request: "To support..." _____

Total Amount Requested: \$ _____

(Note: If requesting \$30,000, please clearly substantiate the request so the reviewer understands the need and use of funds.)

Amount of City Funding Requested: 2020: \$ _____ 2021: \$ _____

General Operating Support

Project Support

Authorized Signature: _____ Date: _____

Print Name: _____

(Note: An optional fillable PDF version of this form is available online.)

The Lesser-Known Players 2020/2021 Cultural Funding Proposal

About Our Organization

1. Mission Statement – The Lesser-Known Players specialize in bringing lesser-known works of literary and artistic merit to a wider audience, through the performance of new, unusual and/or lesser known works, forms and expressions by established and emerging artists; and in fostering engagement within our community through ongoing performances and educational offerings.
2. Past Funding – This application represents our first request for cultural funding.

About Our Request

1) Proposal Statement of Purpose.

Succinctly describe the cultural project or activities for which you are seeking funding. Include a brief timeline of major milestones during the period of the proposal, including date(s), time(s) and location(s), if appropriate.

This proposal is for general operating support in 2020/2021. During the funding period, we plan to produce four theatrical works per calendar year, roughly one per quarter. All of our productions for 2020 (and 2021, subject to venue availability) will be held at Rolling Bay Hall, 10598 NE Valley Road, Bainbridge Island.

What are your primary goals and objectives for your project or your organization as a whole (if requesting general operating support) during the funding period?

The Lesser-Known Players' primary goals and objectives are to provide our community with exposure to rare, unusual, and/or out-of-mainstream theatrical works which for various reasons would not find a home at larger local venues; to use such works to foster community engagement, dialogue, and understanding of history, politics, and different ways of living, thinking, believing and behaving in society; and to provide more opportunities for inclusion in the performing arts to traditionally underrepresented groups.

Who is involved in the project or activities and why? List key participants or partners and their qualifications

Our key participants include our Board of Directors, or Production Team(s), and our performers.

Our five-member Board of Directors currently includes:

Jennifer Hodges – Jennifer is a corporate attorney (licensed in CA and WA states). She has extensive legal and Board-level experience in nonprofit formation and governance, as well as a background in theatre, having trained at the American Conservatory Theatre in San Francisco and interned at the Theatre Royal in Bath, England. Jennifer currently serves on the City of Bainbridge Island Ethics Board, and is an appointed member of the Seattle Theatre Standards Coalition – the latter group is tasked with developing 'best practices' guidelines for performing arts groups throughout the Puget Sound region.

Kyle Guse- Kyle is a licensed CPA and corporate attorney (licensed in CA and WA states). Kyle serves as our Treasurer. He also has a background in residential construction which informs his contributions to set design and construction.

The Lesser-Known Players 2020/2021 Cultural Funding Proposal

Karen Hauser – Karen is a retired former employee of the Internal Revenue Service. In her 32-year career with the IRS, she served as an exempt organizations specialist, a labor relations specialist, and Staff Analyst to the Director of IRS Facilities Management.

Gary Fetterplace – Gary is a licensed general contractor and a London conservatory-trained actor who is a familiar face on Kitsap County stages.

Jon Brenner – Jon, a Bainbridge Island composer, writes an original score and/or plays live music for each of our productions, and performs outreach to the island music community to include live or recorded works music by other local artists. Jon is also a paralegal.

Our Production Teams vary according to the needs of a given production, but generally include all members of our Board of Directors, each involved in at least one of the following positions: Director, Production Manager, Publicity, Lighting Design, Costume and Set Design and Construction.

Our performers are chosen by general audition once a year. In casting an upcoming season, we seek to assemble a diverse group of performers, from seasoned actors to newcomers who have never set foot on a stage; and we engage in gender-, race-, and ability- inclusive casting to the full extent our licenses allow.

What will City funding allow you to accomplish and if you do not receive funding, what will you not be able to do?

Our greatest operating cost, by far, is venue rental for performances and rehearsals. Bainbridge Island's zoning regulations restrict our venue choices to a very small proportion of available facilities. In addition, property costs have risen considerably since we were founded three years ago. As of this year, venue rental makes up ___% of our operating budget. Having a 40-seat house restricts the amount of production costs that we can recoup through ticket sales.

City funding for general operating expenses would allow us to:

- keep our ticket prices low and affordable to our local community;
- continue our commitment to providing community members with skills and/or certifications of ongoing value to our local performing arts community (i.e. stage combat certification; lighting design);
- offer stipends to strategic positions in which such stipends are customary and expected (i.e: stage manager, lighting designer, fight choreographer)

Without funding, it will be difficult or impossible for us to continue to produce the number and quality of shows we currently do without raising ticket prices or reducing the number of productions per calendar year.

2) Advance Community Objectives of Cultural Elements.

Clearly describe how the proposed project or activities will contribute to advancing one or more of the community objectives, goals and visions of the Comprehensive Plan's Cultural Element and/or Economic Element. Be sure to explain which objective or objectives will be addressed.

Our activities will advance the following objectives, goals, and visions of the Comprehensive Plan's Cultural Element:

GOAL CUL-4 - Promote understanding of humanistic inquiry as a foundation for civil society, enjoyment of the arts and lifelong learning.

The Lesser-Known Players 2020/2021 Cultural Funding Proposal

Our focus on rare, unusual, and out-of-mainstream works adds depth, breadth, and context to the performing arts offerings in our community. Examples from past seasons include ‘Forest Song’ - a rare English-language translation of a Ukrainian play by a female playwright, which not only engendered robust and topical community discussions but also earned all of its participants a letter of commendation from the Ukrainian Consulate.

Describe how the proposed project or activities will encourage the well-being of Bainbridge Island’s significant cultural sector.

Through our emphasis on diversity of subject matter and inclusion of underrepresented groups – both onstage and off – we hope to give all island residents the opportunity to participate in the performing arts and to be represented onstage and in production crew and administrative positions.

3) **Community Impact: Community Needs, Public Benefit, Participation, and Access.**

Describe how the project or activities will provide public benefit to Bainbridge Island residents and visitors.

Will there be new opportunities for community participation?

Community participation has always been, and will continue to be, encouraged and very warmly welcomed in all aspects of our production schedule. We place a particular emphasis on seeking out and recruiting new talent, both onstage and off. For example, our 2020 season will include a female lighting design and tech intern, specifically recruited by us after targeted outreach to high-school-age young women who wished to gain hands-on experience in technical theatre, an area that is historically primarily male-occupied.

How will you improve access to your proposed project or activities? Will you offer activities or performances that are affordable or free to the public?

We will continue to offer pay-what-you-will preview performances for all of our planned productions, so that the public may see any of them at little or no cost. We make a special effort to market these previews so that participating patrons are not cast in a negative light; for example by calling them “pay-what-you-will” instead of “pay-what-you-can” we hope to alleviate any stigma attached to low- or non-payment.

Will they be accessible to all people, regardless of physical ability?

We have a deep commitment to making not only our performances – but also performing *in* them – accessible to all people, regardless of physical ability. For example, last year we cast an actor in a wheelchair to play a sexual aggressor. The ADA-accessibility of Rolling Bay Hall is, to us, one of its most compelling features and is the reason we have consistently chosen to perform and rehearse there.

Will you provide focused outreach to underrepresented communities or underserved segments of the island’s population?

Outreach to underrepresented communities is at the very heart of our mission. Since our inception, we have placed – and will continue to place - a special emphasis on works which offer strong roles for women, especially women over 45. In addition to roles-as-written, we actively seek opportunities for outreach and inclusive casting wherever and whenever possible. Two of our four productions planned for 2020 have actors of color cast in lead roles; three of the four productions will be directed by women, and

The Lesser-Known Players 2020/2021 Cultural Funding Proposal

all four productions will have women in technical roles traditionally occupied by men, such as lighting, sound, and set design. We plan to continue this type of outreach and inclusion in 2021, and we hope to expand it to actively seek *directors* of color, as well.

Describe the audience you will reach and how you will reach them. Will the proposed project or activities reach audiences new to your organization?

We structure each of our production seasons around a particular theme. Our 2020 season is themed “Misfits, Mayhem and Madness” and offers productions that contain content related to bipolar disorder, teen suicide, the struggle to find a sense of belonging, and social protest. As in past seasons, we will be specifically reaching out to groups which might have a special connection to these topics, such as the Tyler Moniz Project, BI Pride, Island Time Activities, and Helpline House.

4) Organizational Strength

Explain why you believe you can complete the proposed project or activities within the funding period and are confident in its success. (May include qualifications, past success, leadership, strong partnerships or supporters, taking advantage of an existing event, etc.).

The funding period will span our fourth and fifth years of continuous operation. In the first three, we consistently met budget and artistic goals while maintaining a safe and inclusive environment for our participants and patrons. We have a robust and active Board of Directors with extensive backgrounds in theatre, law, construction, and finance. We have established solid and ongoing relationships with local press; our productions are consistently covered in the local print and broadcast media. And because our mission complements, rather than competes with their missions, we have formed strong, amicable and mutually supportive relationships with other local performing arts organizations, such as Bainbridge Performing Arts and Island Theatre.

How do you gather input and feedback your audiences or participants? How do you ensure your work is relevant to the community?

Beyond ticket sales, the nature of our productions – lesser-known works that, by definition, most people have never encountered before - naturally lends itself to feedback from our audiences and participants. We offer post-performance talkbacks to foster discussions between our patrons, performers, and production teams. When funds, availability, and schedules allow, we also

We also do topical outreach to the local community. For example, for a production about Nikola Tesla, we reached out specifically to the local high school science teachers and homeschool groups. For an English-language translation of a Ukrainian play, we held a special free performance and post-performance discussion for a local middle school whose students were studying Ukraine in an inter-semester immersive class.

What steps are you taking to improve the sustainability of the project or activities beyond this period of funding?

We are seeking grants beyond the Bainbridge Island community from a variety of donor institutions, local and national, as well as expanding our local fundraising efforts to make it easier and more fun to support us. We will also be using the funding period to explore alternative, less costly options for performance venues.

5) Achievable Outputs, Outcomes, and Assessment

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During this two-year funding period:

o How many Bainbridge Island residents and visitors do you anticipate that this project or activities will serve?

We estimate that approximately 2,100 audience members will see our productions in 2020 and 2021, the vast majority of whom will be Bainbridge Island residents. Additionally, in 2020 and 2021 approximately 80 performers and production team members will be involved in our productions.

o How many people will be admitted to a performance, exhibit or activity supported by City funding for free?

We estimate that we can admit 240 people within the funding period for free.

What indicators of success or other quantitative metrics will help your organization to track progress and report back to the City on the impact of its funding?

o Please identify at least two key metrics and the projected outputs for each.

Number of people who see our shows, including during “pay-what-you-will” previews.
Number of people who will perform in our shows and who will assist in the production of our shows.

o What longer term outcomes do you hope to advance or achieve and how will you track your progress?

Increase in the number of people performing and participating in theatre on Bainbridge Island.
Number of first-time actors, production crew members, and in particular participants from underrepresented groups.

How do you plan to monitor the progress of this project or your activities during the two-year funding period of 2020-2021?

Monitoring progress during the funding period will require little modification to our existing accounting practice. We already have mechanisms in place for performance-tracking: we monitor our budget very carefully and measure our expenditures against our ticket sales and donations from the community. Satisfying the cultural funding requirements for expenditure tracking will therefore be the very same tools we currently use for financial management – budget and spreadsheet software, and the oversight of our Treasurer, a CPA.

Briefly describe how often your organization evaluates the overall effectiveness of its programming.

We evaluate the effectiveness of our programming after every production (roughly quarterly) and then again at our annual Board meeting.

In evaluating effectiveness, we first look to ticket sales, which are an obvious measure of the relative “success” of any given production or season. However, because our goals are not limited to financial success, we take into account several other factors at our production- and season- level of analysis:

The Lesser-Known Players 2020/2021 Cultural Funding Proposal

- Whether the production serves an educational or informative purpose in our local community;
- Whether the production has utilized (and therefore educated) new performers or production crew members;
- Whether the production has

Briefly describe how you believe City funding will impact your organizational capacity and support any other improvements.

We believe that City funding will allow us to direct some of the funds we currently spend on operating expenses – primarily the significant portion dedicated to venue rental for rehearsals and performances – toward community outreach, to further our goals of inclusion of under-represented communities. It will also allow us a 24-month period of ‘breathing room’ from our ever-increasing venue costs to explore our options for more affordable venues long-term.

How will you incorporate what you learn from this project into your work?

We feel that diversity of subject matter and of participants benefits us as performing artists just as much as it benefits our community. The opportunity to work with a wide variety of topics and individuals, and the increased risk-taking in these areas that is engendered by easing the financial repercussions in the event a risk does not ‘pay off’ in ticket sales will only add depth and breadth to our art, and to the creative teams which produce it.

6) **Additional Information.**

Please provide any additional information about your project, leadership, budget or organization that will be helpful to the committee in its review of this proposal.

****Conflict of Interest Disclosure:** Jim Cash, who serves on the Cultural Funding Committee, is currently serving as Stage Manager for our October 2019 production, “Lettice and Lovage.” In this capacity he will be paid a stipend of \$250. ******

2020-2021 Cultural Funding Proposal Budget and Budget Narrative

General Operating Support

If you are applying for **general operating support**, please submit your annual operating budget for the current fiscal year, as requested in the Materials Checklist. Additionally, please complete this table:

	2020 - Year 1			2021 - Year 2			
	Total Operating Budget Year 1	COBI Cultural Funding Request Year 1	% of Total Operating Budget Year 1	Total Operating Budget Year 2	COBI Cultural Funding Request Year 2	% of Total Operating Budget Year 2	Total Cultural Funding Request (Year 1 and 2)
TOTAL							

The Lesser Known Players Board of Directors

Jennifer Hodges (2016 to present)

Kyle Guse (2016 to present)

Gary Fetterplace (2016 to present)

Karen Hauser (2018 to present)

Jon Brenner (2018 to present)

LKP Est. Balance Sheet as of 9/30/2019

Assets

Cash	\$ 3,512
Costumes, Equip	\$ 1,000
Risers	\$ 4,500
Total Assets	<u>\$ 9,012</u>

Liabilities

Rent	\$ 2,000
License Fees	\$ 600
Total Liabilities	<u>\$ 2,600</u>

Members Equity	<u>\$ 6,412</u>
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LKP 2019 Est. Budget and Est. Actual Thru 9/30

	Est. Actual 9/30	Est. 2019 Budget
Revenue/Donations:		
Ticket Pre-Sales	\$ 4,900	\$ 6,200
Ticket Sales at Door	\$ 200	\$ 300
Cash Donations	\$ 100	\$ 200
Concession Sales	\$ -	\$ -
Total Revenue/Donations	\$ 5,200	\$ 6,700
Fixed Expenses:		
Rent - Performance, Rehearsal	\$ 4,600	\$ 10,500
Insurance	\$ 500	\$ 500
State license; liquor license	\$ 100	\$ 120
Total Fixed Expenses	\$ 5,200	\$ 11,120
Show Expenses:		
Licenses	\$ 800	\$ 1,800
Musician	\$ 600	\$ 500
Sets	\$ 1,000	\$ 1,500
Props	\$ 700	\$ 1,000
Costumes	\$ 150	\$ 200
Fund Raising Events	\$ -	\$ 100
Choreographer/Music	\$ 300	\$ 200
Stage Manager	\$ 250	\$ 300
Lighting Tech/Equip	\$ -	\$ 750
Lighting Design	\$ -	\$ -
Set, Equip. Transportation	\$ -	\$ 300
Ferry Fees	\$ 400	\$ 500
Food and Drink	\$ 200	\$ 300
Promotion	\$ 500	\$ 750
Total Show Expenses	\$ 4,900	\$ 8,200
Total Fixed and Show Expense	\$ 10,100	\$ 19,320
Net Loss	\$ (4,900)	\$ (12,620)

LKP 2020 Draft Budget

	Est. 2020 Budget
Revenue/Donations:	
Ticket Pre-Sales	\$ 14,000
Ticket Sales at Door	\$ 300
Cash Donations	\$ 300
Concession Sales	\$ -
Total Revenue/Donations	\$ 14,600
Fixed Expenses:	
Rent - Performance, Rehearsal	\$ 14,400
Insurance	\$ 500
State license; liquor license	\$ 120
Total Fixed Expenses	\$ 15,020
Show Expenses:	
Licenses	\$ 2,200
Musician	\$ 500
Sets	\$ 2,000
Props	\$ 1,500
Constumes	\$ 200
Fund Raising Events	\$ 100
Choreographer/Music	\$ 200
Stage Manager	\$ 300
Lighting Tech/Equip	\$ 2,500
Lighting Design	\$ -
Set, Equip. Transportation	\$ 400
Ferry Fees	\$ 600
Food and Drink	\$ 300
Promotion	\$ 1,000
Total Show Expenses	\$ 11,800
Total Fixed and Show Expense	\$ 26,820
Net Loss	\$ (12,220)

Major Income Sources

	2018	2019 thru 9/30
Ticket Sales	\$ 9,420	\$ 3,450
Donations from Board Members	\$ 4,500	\$ 3,500
Donations from Public	\$ 300	\$ 100
Misc.	\$ 100	\$ 50
Total	<u>\$ 14,320</u>	<u>\$ 7,100</u>

Note: All funding has been received. None pledged or pending.
All funding is for general operating purposes.

- File
- Pay
- Refunds
- Credits & Deductions
- Forms & Instructions

[Home](#) > [Tax Exempt Organization Search](#) > Lesser-Known Players

[Back to Search Results](#)

Lesser-Known Players

EIN: 81-4690952 | Spokane, WA, United States

> [Other Names](#)

Determination Letter

A favorable determination letter is issued by the IRS if an organization meets the requirements for tax-exempt status under the Code section the organization applied.

Determination Letter: [Determination Letter](#)

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: [PC](#)

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

> Tax Year 2018 Form 990-N (e-Postcard)		
Tax Period: 2018 (01/01/2018 - 12/31/2018)	Mailing Address: 321 High School Rd Ste D3 PMB171 Spokane, WA 98110 United States	Gross receipts not greater than: \$50,000
EIN: 81-4690952	Principal Officer's Name and Address: Jennifer Hodges 321 High School Rd Ste D3 PMB171 Bainbridge Island, WA 98110 United States	Organization has terminated: No
Legal Name (Doing Business as): Lesser-Known Players	Website URL: www.lesserknownplaye.rs.org	
> Tax Year 2017 Form 990-N (e-Postcard)		
> Tax Year 2016 Form 990-N (e-Postcard)		

Page Last Reviewed or Updated: 6-Sept-2019



Our Agency	Know Your Rights	Resolve an Issue	Other Languages	Related Sites
About IRS	Taxpayer Bill of Rights	Respond to a Notice	Español	U.S. Treasury
Work at IRS	Taxpayer Advocate Service	Office of Appeals	中文	Treasury Inspector General for Tax Administration
Help	Accessibility	Identity Theft Protection	한국어	
Contact Your Local Office	Civil Rights	Report Phishing	Русский	USA.gov
Tax Stats, Facts & Figures	Freedom of Information Act	Tax Fraud & Abuse	Tiếng Việt	
	No Fear Act			
	Privacy Policy			

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 02 2017

THE LESSER-KNOWN PLAYERS
170 S LINCOLN STE 100
SPOKANE, WA 99201-0000

Employer Identification Number:
81-4690952
DLN:
26053427001397
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
December 1, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

THE LESSER-KNOWN PLAYERS

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Cooper', with a stylized flourish at the end.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements