

CRA Combined Budget Form - Funding Application FY 2019-20

Organization Name Old School Square Center for the Arts, Inc.
Executive Leader & Key Financial Manager Names Kimberly Jones, CFO/Interim COO
Current FY (2018-19) Total Organization Budget \$ 3,470,447
Program/Project A Name Cultural Arts Program
Application Due Date 5/1/2019

INCOME

	FY 2018-2019 Budget	FY 2018-2019 Organization Fiscal YTD thru 3/31/18	Projected FY 2019-20 Organization Total Budget	FY 2019-20 Projected Total Program/Project A
Fees, Tickets, Registration, etc.	1,577,200	1,236,789	1,600,000	900,000
Sponsorships	155,000	118,552	160,000	175,000
Individual Donations/Membership	195,000	204,122	200,000	150,000
Major Gifts	290,000	650,000	100,000	-
Government - City of Delray Beach	250,000	125,000	-	-
Government- Local/County	174,326	87,163	175,000	175,000
Government- State	9,321	4,660	7,500	7,500
Donations (In-Kind)	25,000	14,822	25,000	15,000
Interest Income	-	-	-	-
CRA Actual or Requested	500,000	250,000	750,000	750,000
Other: Recovered Program Expenses	118,600	84,688	150,000	24,000
Other: Miscellaneous	1,000	37,501	1,000	1,000
Other: Discounts to Partners (In Kind)	175,000	244,276	-	-
Total Income	3,470,447	3,057,573	3,168,500	2,197,500
CRA % of Total Income	22%	12%	24%	34%

NOTES:

- (1) The CRA Request in INCOME Column G should equal the CRA Request at the bottom of the EXPENSES budget
- (2) Total INCOME should equal Total EXPENSES to project a balanced budget in FY 2017-18 (Column G)
- (3) CRA % of projected Total Organization Income may not exceed 25% for FY 2017-18 (Column G) unless approved by CRA
- (4) Figures in Column I and, if applicable, Column K, should match Program/Project Budget Narrative

EXPENSES

See separate Instructions for line item definitions

	FY 2018-2019 Budget	FY 2018-2019 Organization Fiscal YTD thru 3/31/18	Projected FY 2019-20 Organization Total Budget	FY 2019-20 Projected Total Program/Project A
Salaries & Related Taxes	1,382,543	647,887	1,400,000	925,000
Fringe Benefits	139,146	65,736	140,000	92,500
Professional Svcs/Consulting	49,100	48,505	50,000	30,000
Insurance	41,900	18607	46,000	27,600
Licenses, Registration, Permits	22,000	16554	20,000	8,600
Copying & Printing	1,000	92	1,000	1,000
Equipment Rental/Maintenance	84,500	63436	65,000	35,000
Rent/Mortgage & Maintenance	99,208	64228	100,000	60,000
Utilities	178,450	100653	175,000	105,000
Telecommunication	46,200	23612	47,000	25,000
Office & Program Supplies	24,500	13651	20,000	12,000
Postage & Delivery	34,500	27066	35,000	24,500
Local Travel	500	30	500	500
Capital Expenditures	42,000	-	-	-
Advertising & Fundraising	272,500	146737	275,000	150,000
Discount Given to Partners	175,000	244276	-	-
Performer Fees	385,000	299800	350,000	315,000
Program Expense	335,000	332450	308,000	300,000
Other: Cost of Goods Sold	42,500	45951	46,000	25,800
Other: In kind expense	25,000	258,353	25,000	15,000
Sub-Total Expenses	3,380,547	2,417,624	3,078,500	2,152,500
Admin/Indirect Expense	89,900	41,714	90,000	45,000
Total Expense	3,470,447	2,459,338	3,168,500	2,197,500
NET INCOME	-	598,235	-	-
Total Expenses Project A + B			3,168,500	
CRA Request			750,000	

NOTES:

- (1) Refer to separate Instructions for definitions of each line item expense
- (2) In Column G, CRA Request may be less than Total Expense as there may be other sources of revenue for the program(s)
- (3) Projected NET INCOME (Total Income minus Total Expense) should equal zero for a balanced budget in FY 2018-2019 (Column G)

CRA Program/Project A Budget Narrative Form

Organization Name Old School Square Center for the Arts, Inc.
Program/Project A Name Cultural Arts Program

PROGRAM/PROJECT A INCOME NARRATIVE	Amount	Justification / basis for budgeted amount (Insert lines for significant specific funding sources beneath line item categories)	C or P (2)	Date of: - P -Decision or - C - Funding Start (3)
Fees, Tickets, Registration, etc.	900,000			
Sponsorships	175,000			
Individual Donations/Membership	150,000			
Major Gifts	-			
Government - City of Delray Beach	-			
Government- Local/County	175,000	Palm Beach Cultural Council Tourist Development Tax Cat B Grant	C	10/01/19
Government- State	7,500	FL Division of Cultural Affairs General Program Support	C	07/01/19
In-Kind	15,000			
Interest Income	-			
CRA Actual or Requested	750,000	CRA/City of Delray Beach		
Other: Recovered Program Expenses	24,000	Direct reimbursements of program expenses		
Other: Miscellaneous	1,000			
Other: Discounts to Partners (In Kind)	-			
Total Income	2,197,500	Equals Total Income, Program/Project A, Combined Budget (Column I)		

NOTES:

- (1) Insert additional rows for significant specific funding sources beneath each line item category
- (2) For each significant grant, contract, or contribution, indicate if it is (C) confirmed, or (P) decision pending
- (3) For each item in Column E, indicate date decision is expected for PENDING and date funding begins for CONFIRMED
- (4) CRA Request, Column C, should match Column I on the Combined Budget
- (5) Total Income should equal Program/Project A, Total Income, Combined Budget (Column I)

COMMENTS:

PROGRAM/PROJECT A EXPENSE NARRATIVE

Amount Item Detail/Description

Salaries & Related Taxes:

830,000 Salaries (Museum, Theatre, Box Office, Facilities Support Staff)
95,000 Payroll Taxes

925,000 Total Salaries & Related Taxes

Fringe Benefits:

92,500 Health Insurance, Life Insurance, Worker's Compensation

92,500 Total Fringe Benefits

Professional Svcs/Consulting:

30,000 Accounting & Legal Services (allocated)

30,000 Total Professional Services / Consulting

Insurance:

27,600 Umbrella insurance coverage (allocated)

27,600 Total Insurance

Licenses, Registration, Permits:

8,600 City permit fees

8,600 Total Licenses, Registration, Permits

Copying & Printing

1,000

Equipment Rental/Maintenance

35,000

Rent/Mortgage & Maintenance

60,000

Utilities

105,000

Telecommunications

25,000

Office & Program Supplies	12,000	
Postage & Delivery	24,500	
Local Travel	500	
Capital Expenditures	-	
Advertising	150,000	
Performer Fees	315,000	
Program Expenses	300,000	
Other: Cost of Goods Sold	25,800	
Other: In kind expense	15,000	
Admin/Indirect Expense	45,000	
TOTAL EXPENSES	2,197,500	Equals Total Expense, Program/Project A, Combined Budget (Column I)