

Fee Waiver Request for SecondStage Mountain View Center for the Performing Arts

Instructions:

- 1) Please review the Fee Waiver Guidelines included below for eligibility information and requirements
- 2) Complete/submit this request for a facilities fee waiver after receipt of the estimate for your event from the MVCPA Booking office
- 3) Email the completed softcopy of this form to: jenn@mvcpa.com
- 4) A response to this request will be provided within 10 business days

Applicant and Event Information

Organization: American Youth Shakespeare

Contact Person Name/Position: Gillian Claus, Development Director

Phone Number: 408-205-0375 Email: gillianz@gmail.com

Organization Mailing Address: _____

Secondary Contact Person Name/Position: Audrey Rumsby, Artistic Director

Phone Number: _____ Email: _____

Event Name: A Midsummer Night's Dream **Date(s) of Event:** flexible for April 2020

Brief Description: (talent, programming, target audience, etc): American Youth Shakespeare is a theatre company that offers 8-21 year olds opportunities to train and perform Shakespeare. Our audience includes families and friends, but we want to diversify our audience in order to connect with more young people beyond San Jose.

How will this event benefit the community? People on the Peninsula will have a chance to see our Shakespeare in an accessible and engaging setting. By seeing their peers tackle what is often considered elite, more young people in the community can become interested in participating in theatre in general and classical theatre in particular.

Ticketing plans: Fee – please state planned ticket price: \$ \$15/\$20 Free to Public Ask for donations

Other sources of funds (such as Grants, corporate contributions): see attached financial summary

Why do you need a fee waiver (please attach summary of your organization's financial situation)? _____

We have been limited in performance opportunity locally, which has meant reduced ticket income. We have no fulltime staff.

For Official Use Only:

Date Form Received: 23 September 2019

Center staff comments: _____

PAC comments: _____

Approved: Yes / No **Date:** _____ **Conditions (if any):** _____



Organization Information

Organization Name: San Jose Youth Shakespeare

City: San Jose
State: CA
County: Santa Clara

Federal ID #: 870746426
Year Organization Founded: 2004
Organization Type: 501(c)3 nonprofit organization

Applicant is not audited or reviewed by an independent accounting firm.

Fiscal Year End Date: 06-30

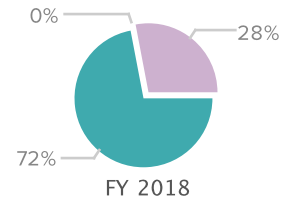
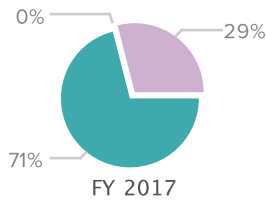
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Financial Summary

Unrestricted Activity	FY 2017	FY 2018	% Change
Unrestricted operating revenue			
Earned program	\$21,056	\$22,707	8%
Earned non-program	\$2,867	\$2,894	1%
Total earned revenue	\$23,923	\$25,601	7%
Investment revenue	\$109	\$13	-88%
Contributed revenue	\$59,788	\$66,358	11%
Total unrestricted operating revenue	\$83,820	\$91,972	10%
Operating expenses			
Program	\$66,085	\$54,540	-17%
Fundraising	\$3,590	\$0	-100%
General & administrative	\$19,065	\$19,500	2%
Total operating expenses	\$88,740	\$74,040	-17%
Net unrestricted activity - Operating	-\$4,920	\$17,932	464%
Net unrestricted activity - Non-operating			n/a
Total net unrestricted activity	-\$4,920	\$17,932	464%
Net temporarily restricted activity			n/a
Net permanently restricted activity			n/a
Net total activity	-\$4,920	\$17,932	464%

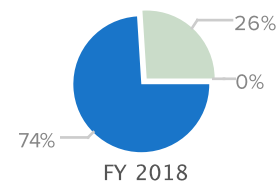
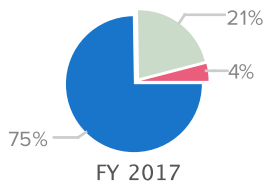
Revenue by Source

- Earned
- Investment
- Contributed



Expenses by Functional Grouping

- Program
- General & Administrative
- Fundraising



Financial Summary

Balance Sheet Summary	FY 2017	FY 2018	% Change
Assets			
Current assets	\$0	\$0	n/a
Non-current assets	\$0		n/a
Total Assets	\$0	\$0	n/a
Liabilities			
Current liabilities	\$0	\$0	n/a
Non-current liabilities	\$0		n/a
Total liabilities	\$0	\$0	n/a
Net assets			
Unrestricted	\$0		n/a
Temporarily restricted	\$0		n/a
Permanently restricted	\$0		n/a
Total net assets	\$0	\$0	n/a
Total liabilities & net assets	\$0	\$0	n/a

Revenue Details

Operating Revenue

Earned - Program	FY 2017	FY 2018	% Change
Membership revenue			n/a
Single ticket sales	\$12,733	\$16,774	32%
Group ticket sales	\$5,000	\$1,863	-63%
Contracted services	\$300	\$0	-100%
Tuitions and registration fees	\$1,725	\$4,070	136%
Other program revenue	\$1,298		-100%
Total earned - program	\$21,056	\$22,707	8%

Earned - Non-program

Food and concessions	\$2,017	\$2,054	2%
Advertising revenue	\$850	\$562	-34%
Other earned revenue		\$278	n/a
Total earned - non-program	\$2,867	\$2,894	1%
Total earned revenue	\$23,923	\$25,601	7%

Contributed

	FY 2017	FY 2018	% Change
Trustee & board	\$41,000	\$40,000	-2%
Individual	\$6,383	\$13,250	108%
Corporate	\$100	\$107	7%
Foundation	\$2,405	\$3,026	26%
City government	\$9,750	\$9,975	2%
County government	\$0	\$0	n/a
State government	\$0	\$0	n/a
Federal government	\$0	\$0	n/a
Tribal contributions		\$0	n/a
Parent organization support			n/a
In-kind operating contributions	\$150	\$0	-100%
Other contributions	\$0	\$0	n/a
Total contributed revenue	\$59,788	\$66,358	11%
Operating investment revenue	\$109	\$13	-88%
Total operating revenue	\$83,820	\$91,972	10%
Total non-operating revenue*			n/a
Total revenue	\$83,820	\$91,972	10%
Total revenue less in-kind	\$83,670	\$91,972	10%

* This line contains: non-operating investment income, transfers & reclassifications, prior period adjustments, net assets released from restriction, non-operating contributed revenue, non-operating in kind contributions and other non-operating revenue.

Expense Details

	FY 2017	FY 2018	% Change
Personnel expenses - Operating			
Independent contractors	\$64,501	\$48,900	-24%
Total personnel expenses - Operating	\$64,501	\$48,900	-24%
Non-personnel expenses - Operating			
Advertising and promotion	\$490	\$42	-91%
Conferences and meetings	\$9	\$60	567%
Insurance	\$2,600	\$2,768	6%
Occupancy costs	\$4,100	\$4,261	4%
Office and administration	\$29	\$6,970	23,934%
Printing, postage and shipping	\$2,074	\$1,606	-23%
Productions and events costs	\$7,306	\$6,708	-8%
Other operating expenses	\$7,631	\$2,725	-64%
Total non-personnel expenses - Operating	\$24,239	\$25,140	4%
Total operating expenses	\$88,740	\$74,040	-17%
Non-operating personnel expenses	\$0	\$0	n/a
Non-operating non-personnel expenses	\$0	\$0	n/a
Total expenses	\$88,740	\$74,040	-17%
Total expenses less in-kind	\$88,590	\$74,040	-16%

Attendance

In-person Participation	FY 2017	FY 2018	% Change
In-person participation - paid	1,500	1,000	-33%
In-person participation - free	6,200	2,030	-67%
Total in-person participation	7,700	3,030	-61%

Types of In-person Attendance	FY 2017	FY 2018	% Change
Performance tickets	1,650	3,000	82%
Registrants for classes/workshops	50	30	-40%
Festival attendees	6,000		-100%
Total in-person participation	7,700	3,030	-61%

Attendance Ages	FY 2017	FY 2018	% Change
Children (18 and under)	5,000	900	-82%
Seniors	200	230	15%
Adults	2,500	1,900	-24%

Other Participation	FY 2017	FY 2018	% Change
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Pricing

	FY 2017		FY 2018	
	High	Low	High	Low
Performances - single tickets	\$15	\$10	\$20	\$10

Program Activity

	FY 2017	FY 2018	% Change
Distinct productions	3	3	0%
Total performances	15	12	-20%
Distinct classes/workshops		1	n/a
Distinct class series/courses	1	0	-100%
Total classes/class sessions	30	1	-97%
Fairs/festivals/parades	1		-100%

Staffing

Staff & Non-Staff Statistics	FY 2017	FY 2018	% Change
Part-time or One-time Volunteers	100	100	0%
Part-time or One-time Volunteers - FTEs	1	0.05	-95%
Independent Contractors	5	5	0%
Interns and Apprentices	2	0	-100%