

# The Fort Lauderdale Children's Theatre, Inc.

**Project Title:** FLCT General Program Support 2022

**Grant Number:** 22.c.ps.141.093

**Date Submitted:** Saturday, May 23, 2020

## A. Cover Page Page 1 of 12

### Guidelines

Please read the current Guidelines prior to starting the application: 2021-2022 General Program Support Grant Guidelines

### Application Type

**Proposal Type:** Discipline-Based


**Funding Category:** Level 2

**Discipline:** Community Theatre

**Proposal Title:** FLCT General Program Support 2022

## B. Contacts (Applicant Information) Page 2 of 12

### Applicant Information

- a. **Organization Name:** The Fort Lauderdale Children's Theatre, Inc. 
- b. **FEID:** 59-0756789
- c. **Phone number:** 954.763.6882
- d. **Principal Address:** 2542B E. Sunrise Boulevard Fort Lauderdale, 33304-3228
- e. **Mailing Address:** 2542B E. Sunrise Boulevard Fort Lauderdale, 33304-3228
- f. **Website:** [www.flct.org](http://www.flct.org)
- g. **Organization Type:** Nonprofit Organization
- h. **Organization Category:** Other
- i. **County:** Broward
- j. **DUNS number:** 196796676
- k. **Fiscal Year End Date:** 05/31

### 1. Grant Contact \*

**First Name**

Sean

**Last Name**

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### 2. Additional Contact \*

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**3. Authorized Official \***

**First Name**

Janet

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**4. National Endowment for the Arts Descriptors**

**4.1. Applicant Status**

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Organization - Nonprofit

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**4.2. Institution Type**

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Performing Group - Youth

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**4.3. Applicant Discipline**

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Theatre

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**5. Department Name Multipurpose Institutions only (universities, cities, colleges, counties, etc.)**

## C. Eligibility Page 3 of 12

### 1. What is the legal status of the applicant? \*

- ☐ Public Entity
- ☒ Nonprofit, Tax-Exempt
- ☐ Solo or Individual artists or unincorporated performing company
- ☐ Other (not an eligible response)

### 2. Are proposed activities accessible to all members of the public? \*

- ☒ Yes (required for eligibility)
- ☐ No

### 3. Do proposed activities occur between 7/1/2021 - 6/30/2022? \*

- ☒ Yes (required for eligibility)
- ☐ No

### 4. How many years of completed programming does the applicant have? \*

- ☐ Less than 1 year (not eligible)
- ☐ 1-2 years (required for eligibility for GPS and SCP)
- ☒ 3 or more years (required minimum to request more than \$50,000 in GPS)

# D. Excellence Page 4 of 12

## 1. Applicant Mission Statement - (Maximum characters 500.) \*

Florida Children's Theatre (FLCT) teaches the art of life through the magic of theatre.

(Formerly Fort Lauderdale Children's Theatre, Florida Children's Theatre is now operating under the new name as a registered d.b.a.)

## 2. Proposal Description

Describe the project or program for which you are requesting funding. Include goals, fully measurable objectives, activities, partnerships/collaborations, and a timeline. If you are an LAA or SSO, please include a statement that describes the services provided to your audience (including membership) and how those services are provided.

### 2.1. Goals, Objectives, and Activities - (Maximum characters 5000.)

**Goals:** Broad statements that are usually general, abstract, issue oriented with realistic priorities. Goals are a long-term end to which programs and activities are developed and should reflect the organization's mission statement. Goals can be listed in priority order and ranked.

**Objectives:** Specific, measurable ends that are achievable within a time frame and mark progress towards achieving goals.

**Activities:** These are the specific activities that achieve the objectives.

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FLCT provides theatre programming for youth and families through a full production season, classes, camps, community outreach and other events year-round. In continuous operation since 1952, FLCT serves approximately 25,000 individuals each year. FLCT's philosophy centers around the principle that exposure to the arts, either as audience or participant, positively impacts both the individual and the community at large. Participation in the arts improves executive function, builds character and leadership skills, teaches collaboration and empathy, and creates life-long learners, arts supporters, and the next generation of arts professionals.

FLCT programming is based on the core value that the best and brightest artists need to work with and for young people, creating high quality arts experiences that will ensure personal development and encourage the artists, providers and patrons of tomorrow.

#### Goals

Florida Children's Theatre's goals are to:

DEVELOP the full potential of young people as members of the community

ACHIEVE the highest possible standards of theatre through artistic excellence

CELEBRATE the diversity of Florida's population through collaboration and the arts

ENCOURAGE public appreciation of the art form while developing future audiences and patrons of the cultural arts.

#### Objectives

The objectives of the 2021-2022 season are to:

- Reach up to 4,000 individual audience members and 300 direct youth participants through a main stage production season of 5 plays or musicals. Additionally, FLCT will produce other performances such as concerts, a cirque-style circus production, and smaller 'Second Stage' shows impacting an additional 2,000 individuals.
- Secure approximately 500 individual enrollments in year-round classes and camps in acting, musical theatre, circus, and creative drama for ages 4-18 at the theatre's facilities in Broward County. Class sessions and weekly camps culminate in showcases for friends and family, expanding the total impact. Summer campers perform shows attended by up to 4,500 audience members, including campers from other local camps.
- Impact an additional 15,000 individuals through community and educational outreach programming including free performances, skill-based workshops, support services, and arts integration education programs. Those include teacher training and in-classroom modeling at primary, secondary, and collegiate levels in support of current academic curriculum standards. Outreach events and programs happen year-round and are scheduled as opportunities arise, as requested/contracted by community partners.

## **Activities**

### *Productions*

FLCT produces five main season productions each year. Two Family Series productions featuring actors ages 6-18, two Teen Repertory Productions featuring middle and high school performers and a Summer Production featuring students and adults performing together.

The Family Series is young audience focused, and past titles include *Annie*, *Frozen*, *Tarzan*, etc.

Teen Repertory productions focus on challenging our older students with more mature subject matter. Past shows include *Ragtime*, *Les Miserables*, *Sweeney Todd*, etc.

The Summer Production is all ages, and ranges from family friendly fare like *Little Mermaid* and *Peter Pan* to more mature shows such as *Hairspray* and *We Will Rock You*.

Summer camp shows and other "Second Stage" productions are also put on each year, including smaller plays, concerts, performance projects, and performances in partnership with other local organizations, including annual performances of the African folktale *Why Mosquitoes Buzz* as part of the Broward County Schools' Student Enrichment in the Arts program.

FLCT also offers a circus training program and a cirque-style performance is held annually, showcasing tumbling, silks, lyra, clowning and more.

In addition to performing, students also fill technical crew positions including lights, sound, stagehand, and stage management.

FLCT strives to balance the educational experience with a quality artistic product. Helmed by professional directors and designers, our productions advance the highest possible standards of live theatre and encourage public appreciation of the form while developing the audiences and artists of tomorrow.

### *Classes/Camps*

Classes work progressively through multiple sessions each year, balancing learning in the art form of theatre with life skill development. Classes are creative drama based and provide students with the confidence, creativity, teamwork, and poise to develop into happy, healthy, contributing young adults. Classes in voice, dance, circus, and other special skills are also offered, introducing students to

concepts and techniques that will support their work as actors and as people. Trained professionals teach each class, and each session culminates in a showcase for family and friends. Over 30 unique class opportunities will be offered during the grant period.

Summer Camps are offered in creative drama for preschool through first grade (one week sessions) and in performance for 2nd-10th graders (four week sessions) culminating in two distinct full-scale productions. One-day and week-long workshops round out the camp program with showcase performances at the end of each session.

### *Outreach*

Outreach programs range from short to long-term, providing many opportunities for partnerships and collaborations with non-profit agencies, schools, local businesses and other organizations. Projects include performing at festivals, malls and community events, staffing informational booths, mask-making and other crafts, holiday caroling, and so forth at a variety of venues around South Florida. Other partnerships have included collaborations with schools and social service agencies to present programs that address community challenges such as diversity, literacy, bullying, and health crisis. FLCT also provides arts integration instruction and in-class modeling with a variety of partner organizations outlined in the next section.

## **2.2. Partnerships & Collaborations - (Maximum characters 2000.)**

Describe any partnerships and/or collaborations with organizations directly related to the Specific Cultural Project (SCP) or General Programming (GPS). Discuss the responsibilities and benefits of the relationship and whether any formal agreements are in place.

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FLCT is a leader in developing collaborative partnerships in Broward County and across the region and regularly partners with other cultural and social service organizations to meet shared goals and better serve the community.

Each year, The City of Coral Springs contracts FLCT to facilitate the educational, hands-on workshops for their Martin Luther King Day conference for middle and high school students.

Schools with little or no arts education programs and other social service organizations such as Dillard Elementary and Kids in Distress have partnered with FLCT to provide training and performance opportunities. FLCT also lends costumes and sets to support other local programs.

In 2019, FLCT provided the entertainment production for Brightline's Trick-Or-Train Halloween events.

Arts for Learning Miami selected FLCT's Executive Artistic Director to be trained in the Wolf Trap Early Learning Initiative to enhance early literacy, and chose her to develop and implement a teaching artist certification program. FLCT is also a founding partner in the Broward Literacy Coalition's efforts to improve reading readiness through arts education.

FLCT provides arts integration training and classroom modeling at the primary, secondary and collegiate levels in support of current academic curriculum standards. Partners for this program include Turnaround Arts, Florida Alliance for Arts Education, Partnership for Arts Integrated Teaching, Palm Beach State College, Broward College and more.

Additionally, FLCT regularly hosts readings, rehearsals, auditions, performances, meetings, and workshops for community and arts organizations including The Carbonell Awards, South Florida Theatre League, Nova Lifelong Learners Institute, Tri-Rail, and more.

This fall, in partnership with Broward College (BC), FLCT will relocate to a specially renovated facility on the BC central campus, providing larger rehearsal and classroom space, offices, and a dedicated 175 seat theatre at a more central location, allowing convenient access to a broad geographic area in order to grow the organization.

Partnerships and collaboration are an integral part of FLCT's philosophy, and through them we are able to increase participation, reach under-served populations and expand community service.

See Partnerships Attachment for a comprehensive list of recent and current organizational partners.

## **2.3. Timeline - (Maximum characters 2000.)**

List timeline of activities during the grant period.

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Programs occur year-round and include productions, classes, camps, and community and educational outreach programs.

### *Productions*

FLCT produces five main-stage productions each season. Season selection begins when the Executive Artistic Director, staff, and Show Directors discuss and ultimately pick a slate of plays and musicals which are announced in May at a special season announcement event. Additionally, FLCT will produce a variety of other events throughout the year including smaller 'Second Stage' productions, a circus performance, concerts, readings, partner productions, camp shows, etc.

Auditions are open to the public and each play rehearses for approximately 8-10 weeks and performs for 1-2 weekends (3-10 performances) including performances offered for school groups and for the general public. Auditions take place approximately 12 weeks before each production and season productions generally take place in October/November, December, March, May and July. The annual circus performance is in February. The annual performances of the African folktale *Why Mosquitoes Buzz* in partnership with Broward Schools generally performs in the fall. Other performances are scheduled in between the major season events.

### *Classes and Camps*

Classes in acting, creative drama, circus, and other theatre skills are held in sessions that range from 6 to 12 weeks. Sessions begin in August with the start of the school year and subsequently a new session begins after each one has concluded. Each session concludes with a class showcase for family and friends. One-off and short duration workshops are offered as well. The final class sessions conclude at the end of the school year.

Camps are held each summer from June to August including two four-week show camps (grades 2-10), eight creative drama one-week camps (pre-k to first grade), and a one-week performance camp at the end of the summer. Additional winter break and spring break camps are also held during the school year.

### *Outreach*

Outreach programs including one-off, mid-length and long-term programs, workshops, performances, etc. are held throughout the year and are scheduled according to the needs and goals of program partners. Arts integration trainings are held at schools and colleges throughout the academic year. Partner holiday events such as Christmas On Olas and Breakfast With Santa happen in December, and the annual MLK Day workshop occurs in January.





# E. Impact Page 5 of 12

## Instructions

Do not count individuals reached through TV, radio, cable broadcast, the Internet, or other media. Include actual audience numbers based on paid/free admissions or seats filled. Avoid inflated numbers, and do not double-count repeat attendees.

Applicants to the UCCD Salary Assistance category should calculate the number of individuals benefiting based on the number of jobs the grant funds in the application is supporting. If it is only one (1) position, then the number of individuals benefiting should be one (1).

### 1. What is the estimated number of proposal events? \*

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150

### 2. What is the estimated number of opportunities for public participation? \*

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700

### 3. How many Adults will be engaged? \*

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5,000

### 4. How many school based youth will be engaged? \*

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3,975

### 5. How many non-school based youth will be engaged? \*

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16,000

### 6. How many artists will be directly involved?

Enter the estimated number of professional artists that will be directly involved in providing artistic services specifically identified with the proposal. Include living artists whose work is represented in an exhibition regardless of whether the work was provided by the artist or by an institution. This figure should reflect a portion of the total individuals benefiting. If no artists were directly involved in providing artistic services enter 0.

#### 6.1. Number of artists directly involved? \*

## 6.2. Number of Florida artists directly involved?

### Total number of individuals who will be engaged?

25000

### 7. Select all categories that make up 25% or more of population directly benefiting (excluding broadcasts and online programming): \*

☒ Children/Youth (0-18 years)

### 8. Select all categories that make up 25% or more of population directly benefiting (excluding broadcasts and online programming): \*

☒ Black/African American

☒ Hispanic/Latino

☒ White

### 9. Describe the demographics of your service area. - (Maximum characters 1500.)

#### Broward County Demographics:

Broward County has a population of approximately 1,952,788 people, 670,284 households, and 425,680 families. Of the 670,284 households, 26% have children under the age of 18 living with them.

Children under 18 make up 21% of the total population and seniors 65+ constitute 17%.

The racial make-up breaks down as 41% White (non-hispanic), 26% Hispanic or Latino (any race), 27% Black or African American, 3% Asian, 2% from two or more races, and 1% other.

The median income for a household is \$51,968, and for a family is \$61,809. Per capita income is \$28,381. About 11% of families and 15% of the population are below the poverty line, including 20% of those under the age 18.

FLCT has organization-wide commitment to broad service, access, and inclusion for diverse populations. Program decisions are made with an eye on diversity. Shows such as *Hairspray*, *In The Heights*, *Aida*, *Ragtime* and others, give performance opportunities and tell the stories of different cultures and allow for educational opportunities to explore different backgrounds, histories, and points of view. FLCT embraces the ideas of "non-traditional" and "color-conscious" casting to make sure there is fairness and opportunity for all.

Through our scholarship program we provide need-based financial assistance of up to \$100,000 each year so that economic status is never a barrier to participation.

FLCT is proud to serve a diverse population both in direct programming and in partnership outreach activities, with minorities representing 50% or more of those impacted by the organization's programming.

## 10. Additional impact/participation numbers information (optional) - (Maximum characters 500.)

Use this space to provide the panel with additional detail or information about the impact/participation numbers.

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The Broward County Board of Commissioners approved a 3-year contract for FLCT to be the coordinator, provider, and designer of arts integration programs for the County. Deliverables include creating and supporting an Arts and Cultural Education (ACE) provider network, directory, and professional development trainings, implementing a credentialing program for teaching artists, and coordinating partnerships across the county in arts education and arts in public health initiatives.

This will significantly impact and expand the range of participants iserved by FLCT across many sectors.

## 11. In what counties will the project/program actually take place?

Select the counties in which the project/programming will actually occur. For example, if your organization is located in Alachua county and you are planning programming that will take place in Alachua as well as the surrounding counties of Clay and St. Johns, you will list all three counties. Please do not include counties served unless the project or programming will be physically taking place in that county. *State Service Organization* applicants: Select all counties that will be served by your programming.

- ☒ Broward
- ☒ Miami-Dade
- ☒ Orange
- ☒ Palm Beach

## 12. Proposal Impact - (Maximum characters 3500.) \*

Describe the economic impact of your organization as a whole and of the proposal in particular on your local community. Include a description of your proposal's education and outreach activities.

*Organizations:* Include the economic impact of your organization as a whole.

*Solo Artists:* Include any positive social elements and community engagement anticipated from the project.

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FLCT primarily serves residents and visitors to Miami-Dade, Broward and Palm Beach Counties, with other counties served by outreach programs and performances when opportunities arise. Each year approximately 25,000 individuals are impacted by FLCT's programs, either as audience members or participants in classes, productions and outreach events.

### *ECONOMIC IMPACT*

- FLCT provides full, part time, and project employment to local artists, teachers, administrative, production, and support staff
- FLCT provides contract services for other organizations
- FLCT provides rental income to other venues
- FLCT purchases advertising from publications and websites
- FLCT purchases support services and materials from outside merchants

Each year, FLCT provides up to \$100,000 in scholarship support to families who would not otherwise be able to participate in paid programming. FLCT is committed to the philosophy that economic status will never be a barrier to participation for any child. Free and reduced priced tickets are also provided.

According to the Americans For The Arts - Arts and Economic Prosperity Calculator the economic impact of the organization and its related activity from patrons and vendors include total community expenditures of \$1.4 million, 48 full-time equivalent jobs, and local and state government revenue of more than \$150,000.

### *EDUCATIONAL IMPACT*

Educational programs stem from a commitment to fostering a life-long relationship with the arts and the benefits thereof. Staff members are trained professionals with degrees and experience in the fields of theatre, film, music, education and psychology, and provide educational activities to support life-changing personal and artistic growth in students.

The class curriculum supports artistic, academic, and social development in an age appropriate manner from Pre-K to 12th grade, including an extensive college preparatory program that includes counseling, audition preparation and application support.

Strong relationships are forged through long-term participation with FLCT programs, and often students continue to stay involved after graduation.

Alumni participate in our summer productions, internships, and as seasonal staff. Many have gone on to successful careers in the performing arts, and even those who do not end up in the field credit FLCT with teaching them life skills which have helped them to succeed.

### *COMMUNITY IMPACT*

Outreach programs increase accessibility to cultural programming to those who may not have the resources to participate, and reach a diverse audience and student base. Programs range from short to long-term, providing many opportunities for partnerships and collaboration.

Short-term projects include performing at a variety of community events as well as staffing information booths, mask making, holiday caroling, and so forth at venues around South Florida. FLCT regularly provides performances and character appearances for the Museum of Discovery and Science, the Galleria Mall, children's hospitals, and other organizations, including Brightline's Trick-Or-Train Halloween event.

Past partnerships include collaborations with schools and agencies to present programs that utilize arts-infusion to address topics such as bullying, cultural sensitivity, literacy, health crisis, family bereavement, and more. FLCT currently provides arts integration training and modeling for schools and colleges.

Partnerships with Kids in Distress, Shepherd's Way Homeless Shelter, CARE Vitas Hospice and other social service groups provided life-changing performance opportunities to young people in need and helped to build confidence, teamwork, and a sense of community to otherwise marginalized populations.

FLCT is currently partnering with Leadership Broward to create the Institute For Arts Integration to centralize the planning, staffing, and execution of our educational and arts-infusion outreach programs.

Providing arts-infusion outreach programs that serve important community needs is one of FLCT's core values and is one of the three pillars of programming in addition to productions and classes.

### **13. Marketing and Promotion - (Maximum characters 3500.) \***

Describe the marketing/promotion/publicity plans and audience development/expansion efforts as related to the proposal. For example, include information on advertising, social media, collaboration with local organizations, brochures, etc.

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FLCT uses a variety of marketing, promotional, publicity and advertising methods to spread awareness of our programming and drive enrollments and ticket sales. These include, but are not limited to:

- Purchasing print and online advertising in local publications including community papers and family magazines, family websites, and third-party emails
- Maintaining an active and up-to-date informational website, along with 24-hour online ticketing
- A comprehensive email address collection effort and regular marketing emails
- Taking advantage of free calendar listings both online and in print
- Partnering with other local organizations to offer free performances and workshops at which we can distribute our materials
- Utilizing our relationship with the Galleria Mall and Broward College to increase awareness of our programming, including a presence at Guest Services and on the Galleria website, Broward College emails, participating in promotional and partner events, and other performance opportunities
- Maintaining and cultivating organizational awareness within the county, non-profit, service, and business communities through memberships and participation in various associations including the Broward Cultural Council, The Theatre League of South Florida, The Carbonell Awards, Chambers of Commerce, and more
- Grassroots distribution of show postcards, posters, and class brochures
- Telemarketing efforts for school and group ticketing
- Other free and paid advertising opportunities as they arise including radio, email and online
- Participation in the CultureForce mobile app and ArtsCalender.com
- Strong social media footprint including highly active Facebook, Twitter, and Instagram communities
- Online remarketing campaign to site visitors
- Search engine optimization

FLCT is a resident presenting company at Bailey Hall at Broward College providing FLCT with a dedicated performance venue for its larger productions, additional marketing opportunities through partner networks, and the ability to reach a wider audience through central locations in the county.

As part of relocating our operations to Broward College later this year, FLCT will launch an expanded marketing and advertising campaign to foster awareness of the move as well encourage new enrollments due to the central county location, proximity to multiple major thruways, and expanded capacity.

With the creation of the Institute for Arts Integration, in partnership with Leadership Broward, FLCT will also begin to more widely market its outreach programs and arts-infusion workshops to schools and social service organizations, as well as to corporations for team-building, diversity, and creative-thinking initiatives.

# F. Management and Operating Budget Page 6 of 12

## 1. Fiscal Condition and Sustainability - (Maximum characters 1750.) \*

Describe the fiscal condition of the organization as it relates to the successful completion of the proposal. Also describe plans to sustain the proposal activities after the grant period.

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FLCT will be celebrating its 70th season during 2021-2022, and has a strong history of responsible financial management and sustainability including:

- A history of delivering on balanced budgets
- 100% Board participation in fundraising
- Diverse income streams that do not rely on one source of income for stability
- Commitment from the board, management, and staff to operate with fiscal responsibility through ongoing assessment of proposed-to-actual finances
- Proven ability to deal swiftly with budget shortfalls or cash flow challenges through fundraising and program modifications to avoid incurring long term debt
- A generous scholarship fund to help students with financial hardships to participate, regardless of their ability to pay
- Consistent compliance with all contract obligations, including grants

FLCT relies on a variety of income sources including tuitions, ticket revenue, contracted services, and contributed income such as grants, foundation gifts, corporate sponsorship, individual giving, and special events.

Programming decisions are made based on total revenues so organization stability is not adversely affected by fluctuations in individual event revenue.

FLCT's programming remains consistent year over year with a full roster of classes, productions and outreach programs. As funding levels and earned revenue patterns change, the budget is adjusted accordingly.

FLCT recently sold significant land holdings. A small portion of the proceeds were allocated to current programs, while a larger portion is being used for renovation of the new Broward College facility. FLCT also used some of the funds to pre-pay several years rent to ease the financial burden of the transition, keeping the organization on strong financial footing during the relocation, transition, and eventual expansion. FLCT will continue to save rent payments monthly as to have significant savings accrued towards those expenses. A capital campaign will be launched to raise additional funds and start an endowment, however the cost of the new facility will not be reliant on that campaign.

## 2. Evaluation Plan - (Maximum characters 1750.) \*

Briefly describe your methods and processes for gathering, analyzing, and reporting data to evaluate your programming with the purpose of improving, deciding to continue, or stopping.

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Classes are evaluated through student, parent and teacher assessments. Surveys and informal interviews are used. Students are evaluated based upon progress, growth and achievement. Senior staff members review teacher performance and coordinate curriculum based on feedback and direct observation.

In a survey of our 2019 Summer Camp, 83% rated their experience "Excellent" and 17% "Good" for a total of 100% for the two highest choices, with 0% selecting fair or poor.

Overall satisfaction with the organization measured 92% "Very Satisfied", 8% "Somewhat satisfied" with 0% choosing "Not Satisfied."

Productions are evaluated throughout the process by the director, cast, and crew. Students receive verbal evaluations from the director. Surveys of audience, participants, and parents are also conducted upon the conclusion of a production.

Audiences rated our 2019 production of *The Little Mermaid* "Excellent" by 87% and "Good" by 13%, with 0% selecting fair or poor. 100% said they would recommend FLCT.

Staff and artists de-brief after each production to discuss the process and quality, with improvements recommended, as needed. Box office statistics help evaluate the commercial appeal of individual titles and track demographics.

Outreach partnership programs utilize student and teacher evaluations, focus groups, and follow-up visits to assess the quality of the work. Staff and volunteers perform post-program evaluations and we regularly meet with our partners to evaluate the personal and educational impact of partnership programs.

Direct feedback from parents and students is received on a daily basis through frequent contact and discussion, which allows us to gauge the effectiveness of our efforts and adjust to the changing needs of our community while also focusing on individual achievement

Professional development opportunities such as workshops and conferences keep staff members apprised of current research and changes in the field.

Regular staff meetings provide an opportunity to analyze and evaluate all programs and plan modifications. Board oversight on fiscal and policy issues is ongoing.

### 3. Completed Fiscal Year End Date (m/d/yyyy) \*

5/31/2019

### 4. Operating Budget Summary

Expenses	Previous Fiscal Year	Current Fiscal Year	Next Fiscal Year
1. Personnel: Administrative	\$38,801	\$32,000	\$42,000
2. Personnel: Programmatic	\$199,341	\$188,000	\$205,000
3. Personnel: Technical/Production	\$65,287	\$54,500	\$70,000

4.	Outside Fees and Services: Programmatic	\$64,690	\$59,000	\$75,000
5.	Outside Fees and Services: Other	\$16,524	\$11,350	\$16,500
6.	Space Rental, Rent or Mortgage	\$64,066	\$62,000	\$110,000
7.	Travel			\$1,000
8.	Marketing	\$16,190	\$19,000	\$23,000
9.	Remaining Operating Expenses	\$340,577	\$307,000	\$355,000
<b>A.</b>	<b>Total Cash Expenses</b>	<b>\$805,476</b>	<b>\$732,850</b>	<b>\$897,500</b>
<b>B.</b>	<b>In-kind Contributions</b>	<b>\$89,000</b>	<b>\$70,000</b>	<b>\$35,000</b>
<b>C.</b>	<b>Total Operating Expenses</b>	<b>\$894,476</b>	<b>\$802,850</b>	<b>\$932,500</b>
	<b>Income</b>	<b>Previous Fiscal Year</b>	<b>Current Fiscal Year</b>	<b>Next Fiscal Year</b>
10.	Revenue: Admissions	\$104,039	\$82,600	\$100,000
11.	Revenue: Contracted Services	\$401,888	\$363,000	\$455,000
12.	Revenue: Other	\$5,538	\$6,500	\$2,500
13.	Private Support: Corporate	\$1,724	\$6,450	\$10,000
14.	Private Support: Foundation	\$27,500	\$35,000	\$25,000
15.	Private Support: Other	\$119,403	\$79,836	\$135,000
16.	Government Support: Federal		\$25,000	
17.	Government Support: State/Regional	\$6,184	\$32,500	\$25,000

18.	Government Support: Local/County	\$55,200	\$88,500	\$55,000
19.	Applicant Cash	\$84,000	\$13,464	\$90,000
<b>D.</b>	<b>Total Cash Income</b>	<b>\$805,476</b>	<b>\$732,850</b>	<b>\$897,500</b>
<b>B.</b>	<b>In-kind Contributions</b>	<b>\$89,000</b>	<b>\$70,000</b>	<b>\$35,000</b>
<b>E.</b>	<b>Total Operating Income</b>	<b>\$894,476</b>	<b>\$802,850</b>	<b>\$932,500</b>

## 5. Additional Operating Budget Information (optional) - (Maximum characters 500.)

Use this space to provide the panel with additional detail or information about the operating budget. For example, if you have a budget deficit or there has been a large change in your operating budget compared with last fiscal year.

Admissions represent ticket sales and contracted services include tuition and other paid services.

State/Local support fluctuations due to annual grant award figures.

Applicant Cash includes allocations from land sale proceeds and programmatic allocation of capital fundraising.

In-kind represents maximum amount allowed by the application and is actually higher. Includes value of reduced rent at the Galleria Mall. Decrease in out year reflects the relocation.

Current year budget reflects adjustments due to COVID-19 shutdown including cancelled programs and PPE and other relief funds.

## 6. Paid Staff

- ☐ Applicant has no paid management staff.
- ☒ Applicant has at least one part-time paid management staff member (but no full-time)
- ☐ Applicant has one full-time paid management staff member
- ☐ Applicant has more than one full-time paid management staff member

## 7. Hours \*

- ☒ Organization is open full-time
- ☐ Organization is open part-time

# G. Management and Proposal Budget Page 7 of 12

## 1. Rural Economic Development Initiative (REDI) Waiver \*

☐ Yes

☒ No

## 2. Proposal Budget Expenses:

Detail estimated proposal expenses in the budget categories listed below. Include only expenses that specifically related to the proposal. You can find a list of non-allowable and match only expenses at <http://dos.myflorida.com/cultural/grants/grant-programs/>. Proposal Budget expenses must equal the Proposal Budget income.

For General Program Support the Proposal Budget should match the operating budget minus non-allowable expenses (see non-allowable expenses).

### 2.1. Personnel: Administrative \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Portion of Executive Artistic Director	\$0	\$15,000	\$0	\$15,000
2	Portion of Program Manager	\$0	\$5,000	\$0	\$5,000
3	Business Manager	\$0	\$14,000	\$0	\$14,000
4	Part Time Admin Asst	\$0	\$8,000	\$0	\$8,000
Totals:		\$0	\$42,000	\$0	\$42,000

### 2.2. Personnel: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Portion Of Executive Artistic Director	\$25,000	\$35,000	\$0	\$60,000
2	Portion of Program Manager	\$15,000	\$20,000	\$0	\$35,000
3	Education Director	\$15,000	\$20,000	\$0	\$35,000
4	Full Time Teaching Artist	\$0	\$30,000	\$0	\$30,000
Totals:		\$55,000	\$150,000	\$0	\$205,000

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
5	Part Time Teaching Artists	\$0	\$35,000	\$0	\$35,000
6	Other Program Staff	\$0	\$10,000	\$0	\$10,000
Totals:		\$55,000	\$150,000	\$0	\$205,000

### 2.3. Personnel: Technical/Production \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Producing Director	\$20,000	\$35,000	\$0	\$55,000
2	Part time technical/production staff	\$0	\$15,000	\$0	\$15,000
Totals:		\$20,000	\$50,000	\$0	\$70,000

### 2.4. Outside Fees and Services: Programmatic \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Outside Artists (Directors, Choreographers, designers, etc.)	\$15,000	\$45,000	\$0	\$60,000
2	Contacted Services- Outside program expenses	\$0	\$15,000	\$0	\$15,000
Totals:		\$15,000	\$60,000	\$0	\$75,000

### 2.5. Outside Fees and Services: Other \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Accounting/Audit	\$0	\$10,000	\$0	\$10,000
2	Legal, Business, Payroll	\$0	\$7,000	\$0	\$7,000
Totals:		\$0	\$17,000	\$0	\$17,000

### 2.6. Space Rental (match only) \*

#	Description	Cash Match	In-Kind Match	Total
Totals:		\$108,000	\$20,000	\$128,000

#	Description	Cash Match	In-Kind Match	Total
1	Broward College facility accrual	\$80,000	\$0	\$80,000
2	Bailey Hall venue rental	\$15,000	\$0	\$15,000
3	Galleria Mall satellite facility	\$13,000	\$20,000	\$33,000
<b>Totals:</b>		<b>\$108,000</b>	<b>\$20,000</b>	<b>\$128,000</b>

## 2.7. Travel (match only) \*

#	Description	Cash Match	In-Kind Match	Total
1	Misc Travel	\$1,000	\$0	\$1,000
<b>Totals:</b>		<b>\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>

## 2.8. Marketing \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Advertising	\$0	\$15,000	\$0	\$15,000
2	Printing	\$0	\$8,000	\$0	\$8,000
<b>Totals:</b>		<b>\$0</b>	<b>\$23,000</b>	<b>\$0</b>	<b>\$23,000</b>

## 2.9. Remaining Proposal Expenses \*

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
1	Scripts and Royalties	\$0	\$30,000	\$0	\$30,000
2	Physical Production Expenses	\$0	\$85,000	\$0	\$85,000
3	Insurance	\$0	\$20,000	\$0	\$20,000
4	Fundraising	\$0	\$45,000	\$0	\$45,000
5	Benefits	\$0	\$75,000	\$0	\$75,000
<b>Totals:</b>		<b>\$0</b>	<b>\$339,000</b>	<b>\$0</b>	<b>\$339,000</b>

#	Description	Grant Funds	Cash Match	In-Kind Match	Total
6	Class and Camp Expense	\$0	\$65,000	\$0	\$65,000
7	Other Operating Expense	\$0	\$19,000	\$0	\$19,000
Totals:		\$0	\$339,000	\$0	\$339,000

**Amount of Grant Funding Requested:**

**\$90,000**

**Cash Match:**

**\$790,000**

**In-Kind Match:**

**\$20,000**

**Match Amount:**

**\$810,000**

**Total Project Cost:**

**\$900,000**

**3. Proposal Budget Income:**

Detail the expected source of the cash match recorded in the expenses table in the budget categories listed below. Include only income that specifically relates to the proposal. The Proposal Budget income must equal the Proposal Budget expenses.

**3.1. Revenue: Admissions \***

#	Description	Cash Match	Total
1	Cash Box Office	\$100,000	\$100,000
Totals:		\$0	\$100,000

**3.2. Revenue: Contracted Services \***

#	Description	Cash Match	Total
1	Tuition	\$325,000	\$325,000
Totals:		\$0	\$460,000

#	Description	Cash Match	Total
2	Production Fees	\$55,000	\$55,000
3	Outreach Contracted Services	\$60,000	\$60,000
4	Advertising	\$5,000	\$5,000
5	Rentals	\$15,000	\$15,000
Totals:		\$0	\$460,000
			\$460,000

### 3.3. Revenue: Other \*

#	Description	Cash Match	Total
1	Interest	\$2,500	\$2,500
Totals:		\$0	\$2,500
			\$2,500

### 3.4. Private Support: Corporate \*

#	Description	Cash Match	Total
1	Corporate Sponships	\$10,000	\$10,000
Totals:		\$0	\$10,000
			\$10,000

### 3.5. Private Support: Foundation \*

#	Description	Cash Match	Total
1	Funding Arts Broward	\$10,000	\$10,000
2	Other Foundation Support	\$10,000	\$10,000
Totals:		\$0	\$20,000
			\$20,000

### 3.6. Private Support: Other \*

#	Description	Cash Match	Total
Totals:		\$0	\$137,500
			\$137,500



#	Description	Cash Match	Total
1	Individual Donations	\$55,000	\$55,000
2	Special Events	\$60,000	\$60,000
3	Board Contributions	\$22,500	\$22,500
Totals:		\$0	\$137,500
			\$137,500

### 3.9. Government Support: Local/County \*

#	Description	Cash Match	Total
1	Broward County General Support	\$57,500	\$57,500
2	Broward Schools	\$2,500	\$2,500
Totals:		\$0	\$60,000
			\$60,000

### Total Project Income:

\$900,000

### 3.11. Proposal Budget at a Glance

Line	Item	Expenses	Income	%
A.	Request Amount	\$90,000	\$90,000	10%
B.	Cash Match	\$790,000	\$790,000	88%
	Total Cash	\$880,000	\$880,000	98%
C.	In-Kind	\$20,000	\$20,000	2%
	Total Proposal Budget	\$900,000	\$900,000	100%

## 4. Additional Proposal Budget Information (optional) - (Maximum characters 500.)

Use this space to provide the panel with additional detail or information about the proposal budget. For example, if you have more in-kind than you can include in the proposal budget you can list it here.

## H. Accessibility Page 8 of 12

### **1. Describe how the facilities and proposal activities are accessible to all audiences and any plans that are in place to improve accessibility. - (Maximum characters 2500.) \***

For example, explain use of accessibility symbols in marketing materials, accessibility of facilities and programming and/or target population. You can find resources on accessibility at <http://dos.myflorida.com/cultural/info-and-opportunities/resources-by-topic/accessibility/>. We encourage all applicants to include images in the support materials showing the use of accessibility symbols in marketing materials.

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FLCT offices, classrooms, rehearsal, and performance spaces at both the Galleria Mall and the new BC facility are fully accessible and ADA compliant. There are designated parking spaces for people with disabilities, elevators where needed, accessible restrooms, and dedicating disability seating. All rented performance venues are public, fully accessible facilities as well.

In terms of programming, students with many physical, cognitive and emotional/behavioral challenges are invited to participate and welcomed. We have students with autism, Cerebral Palsy, speech disorders, and other physical and emotional conditions fully participate as members of our production casts and classes.

We regularly work with young people with ADD/ADHD, autism, bipolar disorder, and a variety of sensory, visual or auditory processing complexities. FLCT programs are frequently recommended to parents by local psychologists, counselors and speech/language pathologists because of our comfort and experience in working with a wide range of abilities.

Staff members work closely with parents and other care givers to ensure that program activities will meet the individual needs of our students.

One exceptional student with cerebral palsy and Asperger's Syndrome received an international award through the Council for Exceptional Children after being nominated by FLCT. He was one of only twenty-seven recipients and one of only five in the arts category. FLCT's Executive Artistic Director joined the family for the awards ceremony in Washington D.C. Another autistic student who spent many years with FLCT portrayed the challenging lead role of Christopher (a character with Aspergers) in "The Curious Incident of the Dog in the Night-time" at the prestigious Interlochen Academy.

FLCT has partnered with social service organizations including Camp Vitas (a hospice organization) and Deliver the Dream to provide specialty programming for families dealing with a terminal illness, death of a loved one, or other health crises.

Free or reduced tickets are provided to social service agencies that bring children, seniors, and adults with special needs/differing abilities to our shows, including Henderson Mental Health, Lighthouse for the Blind, Deaf Family Services, ARC Broward, Kids in Distress, Covenant House and others. We work with those organizations to ensure the highest quality experience for audience members of all abilities.

FLCT also provides free tickets to a number of assisted living and senior centers, who bus in groups to attend productions. For some, it is the only time they leave their facilities. We regularly host adult groups for people with special needs, including the Exceptional Theatre Company, to expose their performers to full-scale, professional quality theatre.

In partnership with Kids In Distress, FLCT has provided dedicated performance opportunities to at-risk youth, and our summer productions encourage participation by FLCT adult alumni and others with special needs.

**Individual or Solo Artists: Skip questions 2-5 and move on to section I.**

## **2. Policies and Procedures**

☒ Yes

☐ No

## **3. Staff Person for Accessibility Compliance**

☒ Yes

☐ No

**3.1. If yes, what is the name of the staff person responsible for accessibility compliance?**

Janet Erlick

## **4. Section 504 Self Evaluation**

☒ Yes, the applicant has completed the Section 504 Self Evaluation Workbook from the National Endowment for the Arts.

☐ Yes, the applicant completed the Abbreviated Accessibility Checklist.

☐ No, the applicant has not conducted an accessibility self-evaluation of its facilities and programs.

**4.1. If yes, when was the evaluation completed?**

5/1/2019

## **5. Does your organization have a diversity/equity/inclusion statement?**

☒ Yes

☐ No

**5.1. If yes include here: - (Maximum characters 1500.)**

Florida Children's Theatre does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We

are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

Florida Children's Theatre is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

# I. Attachments and Support Materials Page 9 of 12

Complete the support materials list using the following definitions.

- **Title:** A few brief but descriptive words. Example: "Support Letter from John Doe".
- **Description:** (optional) Additional details about the support materials that may be helpful to staff or panelists. Identify any works or artists featured in the materials. For larger documents, please indicate page number for DCA credit statement and/or logo.
- **File:** The file selected from your computer. For uploaded materials only. The following sizes and formats are allowed.

Content Type	Format/extension	Maximum size
Images	.jpg, .gif, .png, or .tiff	5 MB
documents	.pdf, .txt, .doc, or .docx	10 MB
audio	.mp3	10 MB
video	.mp4, .mov, or .wmv	200 MB

MacOS productivity files such as Pages, Keynote, and Numbers are not acceptable formats. Please save files into .pdf format before submission.

## 1. Required Attachment List

Please upload your required attachments in the spaces provided. .

### 1.1. Substitute W-9 Form

File Name	File Size	Uploaded On	View (opens in new window)
FLCT.SubW92019.pdf	33 [KB]	5/21/2020 1:57:12 PM	<a href="#">View file</a>

## 2. Support materials (required)

File	Title	Description	Size	Type	View (opens in new window)

File	Title	Description	Size	Type	View (opens in new window)
1.FLCT.LetterFromTheExecDirector.pdf	Letter from the Executive Artistic Director	Letter to the panelists and the Division of Cultural Affairs from Janet Erlick, FLCT's Executive Artistic Director	32 [KB]		View file
2.FLCT.AboutUs.2020.pdf	About FLCT	A brief history and description of the organization including recent productions list, notable awards, testimonials, and current season strategic goals and objectives.	728 [KB]		View file
3.FLCT.Staff&Board.2020.pdf	Staff and Board	Staff bios and current list of Board of Trustees members	992 [KB]		View file
4.FLCT.ProductionPhotos.pdf	Productions Photos	A selection of production photos from recent FLCT shows	32130 [KB]		View file
5.FLCT.Partnerships.2020.pdf	Partnership Attachment	A list of current and recent program partners, including descriptions of select 2019-2020 partnership programs.	139 [KB]		View file
6.FLCT.Marketing.Materials.pdf	Marketing Materials	A selection of marketing materials from the current season, including season and class flyer, show postcards, and virtual classes offered during the COVID-19 shutdown.	8582 [KB]		View file

File	Title	Description	Size	Type	View (opens in new window)
7.FLCT.AboutUs.Clip.2020.sm.mov	About FLCT Video Clip	A brief video clip introducing FLCT	38087 [KB]		<a href="#">View file</a>
8.FLCT.JCS.Clip.mov	Show clip from Jesus Christ Superstar	A video of the song I Don't Know How To Love Him from FLCT's production of Jesus Christ Superstar	88312 [KB]		<a href="#">View file</a>
9.FLCT.13.VideoFeature.mp4	Featurette about 13 The Musical	Broward School Beat featurette video about FLCT's production of 13 The Musical	15117 [KB]		<a href="#">View file</a>
10.FLCT.Audit2018.pdf	Audit	Most recent organization financial audit for fiscal year ending 5/31/2018	344 [KB]		<a href="#">View file</a>

## 2.1.

## J. Notification of International Travel Page 10 of 12

In accordance with Section 15.182, Florida Statutes, the grantee shall notify the Department of State of any international travel at least 30 days before the date the international travel is to commence or, when an intention to travel internationally is not formed at least 30 days in advance of the date the travel is to commence, as soon as feasible after forming such travel intention. Notification shall include date, time, and location of each appearance.

### 1. Notification of International Travel

☒ I hereby certify that I have read and understand the above statement and will comply with Section 15.182, Florida Statutes, International travel by state-funded musical, cultural, or artistic organizations; notification to the Department of Economic Opportunity.



# K. Florida Single Audit Act Page 11 of 12

## Florida Single Audit Act

The following question relates to the Florida Single Audit Act. Important: if you answer yes to the following question, State law requires you comply with the Florida Single Audit Act, Section 215.97 Florida Statutes, by uploading an audit report below. You will need to select "Save" at the bottom of this page to make your changes final.

See: <https://apps.fldfs.com/fsaa/> and [https://flauditor.gov/pages/pdf\\_files/fsaa%20q\\_a.pdf](https://flauditor.gov/pages/pdf_files/fsaa%20q_a.pdf) for more information and specific definitions.

**1. Has your organization met the \$750,000 annual assistance threshold identified in Section 215.97 F.S. and 2 CFR 200 from all combined state sources and/or all combined federal sources during your organization's last fiscal year?**

☐ Yes

☒ No

# L. Review & Submit Page 12 of 12

## 1. Guidelines Certification

☒ I hereby certify that I have read and understand the guidelines and all application requirements for this grant program outlined under section 265.701, Florida Statutes and incorporated by reference into Rule 1T-1.039, Florida Administrative Code.

## 2. Review and Submit

☒ I hereby certify that I am authorized to submit this application on behalf of The Fort Lauderdale Children's Theatre, Inc. and that all information indicated is true and accurate. I acknowledge that my electronic signature below shall have the same legal effect as my written signature. I am aware that making a false statement or representation to the Department of State constitutes a third degree felony as provided for in s. 817.155, F.S., punishable as provided for by ss. 775.082, 775.083, and 775.084.

### 2.1. Signature (Enter first and last name)

Sean Cutler