



# Ketchikan Gateway Borough

## Non-profit Relief and Recovery Grant Application - Round 2

### Section 1 - Applicant Information

|   |                                     |           |            |
|---|-------------------------------------|-----------|------------|
| Non-profit name:  | Ketchikan Theatre Ballet            |           |            |
| Contact name:   | Linnaea Troina, KTB Board President |           |            |
| Contact mailing address:  | P.O. Box 1677                       |           |            |
|   | City: Ward Cove                     | State: AK | Zip: 99928 |
| Contact phone number:   | 907-254-0885                        |           |            |
| Contact email address:  | aktroina@gmail.com                  |           |            |
| Physical address of non-profit:   | 400 Mission Street                  |           |            |
|   | City: Ketchikan                     | State: AK | Zip: 99901 |
| Location of offices in Ketchikan:   | 400 Mission Street, Ktn, AK         |           |            |
| Number of staff in Ketchikan:   | 6                                   |           |            |
| IRS Taxpayer Identification Number (TIN):                                 | 92-0037673                          |           |            |
| Total revenue as listed on the organization's most recent IRS tax filing: | \$272,061                           |           |            |

Check which type of IRS certification your non-profit holds:

|                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | 501(c)(3) Charitable Organization           |
| <input type="checkbox"/>            | 501(c)(4) Social Welfare                    |
| <input type="checkbox"/>            | 501(k) Childcare organization               |
| <input type="checkbox"/>            | Other (please specify) <input type="text"/> |

*( Faith-based non-profits are eligible, so long as they provide services that are promoted and available to the general public without regard to religious affiliation. Non-profit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible (as per 13 CFR ) 120.110(k) in the Code of Federal Regulations. )*

Did your non-profit provide services to residents of the Ketchikan Gateway Borough in 2019?  Yes  No

Please describe the services provided in Ketchikan with specific information on the number of individuals served and the impact of your organization on the community:

Ketchikan Theatre Ballet provided quality dance instruction to approximately 130 students ages 3-18 in the areas of ballet, jazz, and tap during the 2019-2020 school year. KTB produced three shows: Nutcracker, Autumn Showcase, and Evening of Dance. Because of COVID-19, our regularly scheduled Spring Gala and the co-production of Giggletee were cancelled. We hosted summer classes in small groups for ballet, jazz, and tap. The mission of Ketchikan Theatre Ballet is to provide high quality dance instruction to foster each student's creativity and talents while developing a strong sense of confidence and self-discipline. Ketchikan Theatre Ballet provides the community with cultural experiences in the form of student performances that involve participants and audiences of all ages.

### Section 2- Grant Request Information

What is the grant amount you are requesting? (Maximum \$20,000)

The application period opens August 20, 2020 and closes September 21, 2020.  
 Applications may be submitted by email to: [mgroffice@kgbak.us](mailto:mgroffice@kgbak.us) or hand-delivered or mailed to:  
 KGB Manager's Office, Suite 210, 1900 First Avenue, Ketchikan, AK 99901.

Were the services provided by your non-profit organization impacted by the COVID-19 public health emergency and are you in need of economic assistance?



Briefly describe how the non-profit's services have increased or been impacted by COVID-19 and how the funds will be utilized. Provide specific financial information about direct economic losses or costs incurred as a result of the pandemic. *Impacts may include, but are not limited to, loss of revenue due to mandatory shutdown measures, additional operating expenses due to providing additional COVID-19-related services, additional operating expenses of reopening and protecting staff and the public, including funds already spent for those purposes.*

Ketchikan Theatre Ballet (KTB) follows the school district's closure policies in order to keep students, their families, and staff safe. We ceased having classes in mid-March. Additionally, we were not able to host our Spring Performance, the connected spring raffle ticket sales, or our large scale summer dance program which are all significant sources of funding for KTB. Despite the lack of income, KTB continues to have expenses, the largest of which is monthly rent. In order to generate income, KTB offered classes in July and August. While that was helpful, we had to keep classes very small in order to follow CDC guidelines for safety, so the income was minimal. If it were not for grant funding, we would not have been able to cover rent/payroll expenses for the summer along with continue to pay unpaid bills as a result of the closure in the spring. Currently, we are beginning the enrollment process for the 2020-2021 school year. Because of COVID, we anticipate enrollment to be somewhat lower, and because of the instability of the health situation, we anticipate having to close depending upon the health situation in the community. We are requesting assistance to cover building and storage rent and PPE expenses.  
Coastal Alaska- (rent) \$4800 per month  
Estimated PPE/Sanitizing Costs-\$2000  
Stor Rite Storage (storage rental) \$2000 for the year

Has your non-profit received supplemental funding as a result of the pandemic?  
*If yes, please explain how much was received and how it was utilized:*



We received \$58,000 from the AK Cares funding as well as \$20,000 from the Ketchikan Gateway Borough for nonprofits. We are using that money to pay outstanding bills to KGBSD for facilities rental, outstanding rent, insurance, payroll for the summer, taxes due, accountant services, telephone and internet fees, and costs for the fall restart (salary, operating costs, and current rent).

Are any additional matching grant funds available as a result of this grant application?  
*If yes, please explain below:*



When we applied for the first round of borough funds, we mentioned that we would like to apply for the Municipal Arts and Culture Matching Grant Program through the Rasmuson Foundation. They will match 1:1 up to \$20,000. We have not heard from them after the first round, and if they offer it again, we would like to apply for it again.

Has your organization received a Qualified Opinion on an audit or review?  
*If yes, please explain:*



