

March 21, 2022

TO: Board of Directors
FROM: Heller An Shapiro, Executive Director
RE: FY22 Financial and Operations Outlook

As of February 28, FY22 income is \$399,295 (47% of the annual FY22 budget).
As of February 28, FY22 expenses are \$403,581 (50% of the annual FY22 budget).

PROGRAMS OUTLOOK

New Partners: Restarted with Prince George's Community Resources

Tuition Classes:

Sept-Dec 2021: 4 classes, 1 Take Five, 2 Super Social Saturdays/week

Jan-March 2022: 4 classes, 3 Take Five, 3 workshops, 2 Super Social Saturdays/week

April-July 2022: 10 classes, 3 Take Five, 3 workshops, 2 Intro to Theatre Companies, 2 Super Social Saturdays/week on line, one in person monthly. Topics include Shakespeare, Storytelling, Stage Combat, Scriptwriting, Creative Dance.

Performing Companies had a 92% retention rate from FY20 to FY21

Theatre Companies: 79/90 actors compared to FY21: 78/90

Cabarets: 26/32 actors compared to FY21: 25/32

Total Tuition received: \$62,542

Pandemic Planning:

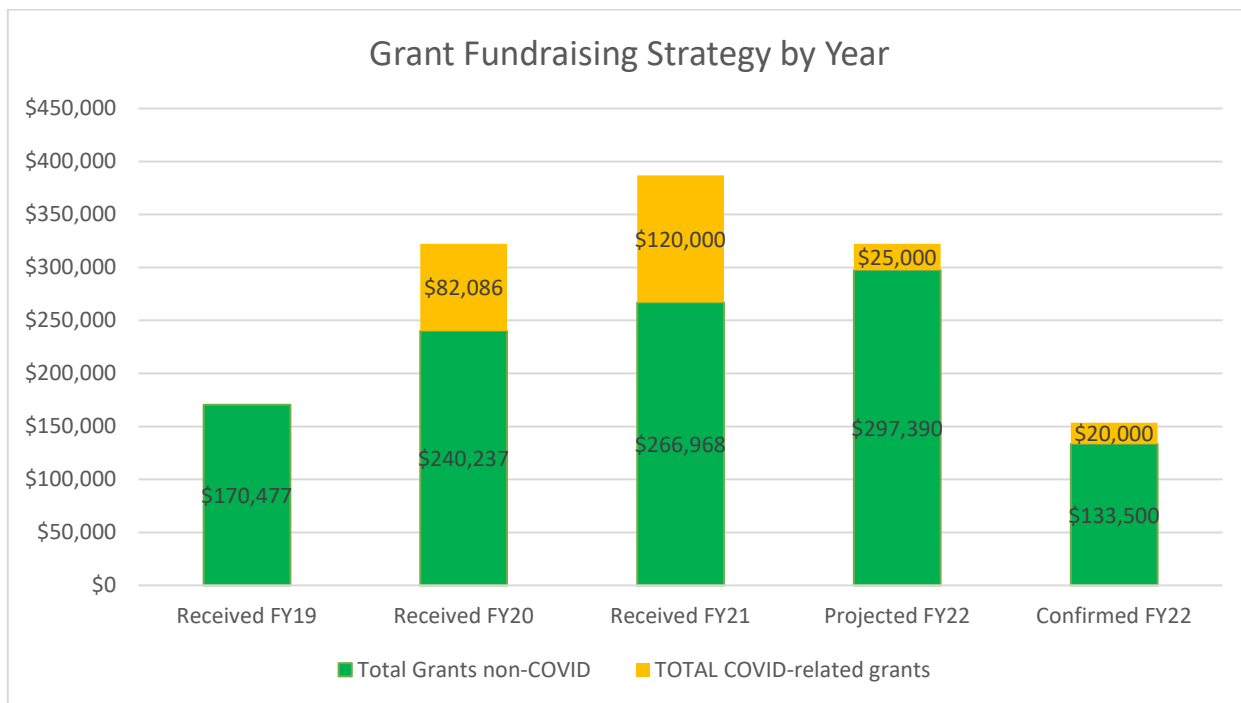
Vaccine and mask requirements will continue through the end of June 2022. A reassessment will be announced at that time.

REVENUE OUTLOOK

Individual Gifts: Outreach to individual donors is ongoing.

Grants: \$133,500 pledged or received (41% of \$322,390 in projected grants or 61% of \$218,350 in budgeted grants). Note that projected grants are adjusted in the fundraising strategy and not in the approved FY22 budget. We are projecting \$104,040 in additional unbudgeted grant funding that was not identified when the FY22 budget was approved in June 2021, plus additional funding from recently identified grants (one is listed below).

- It is likely that our MSAC and AHCMC funding (\$96,000 in FY21) will rise, at they are calculated on our revenue which has gone up. These grants arrive in July. AHCMC is also planning to award American Rescue Plan funding when it is appropriated by Montgomery County.
- One new unbudgeted grant opportunity could bring in \$22,257 in new money. FCIDD through Civitan Silver Spring, is highly likely as it has passed through the first review and will be presented for final approval. (expected in May 2022). Additional grant opportunities are being sought.



Total budgeted revenue confirmed that it is not coming in: \$30,000
Total new unbudgeted grant money expected: \$104,000

EXPENSE OUTLOOK

FY22:

In FY22 we estimate additional expense of \$41,353 for the full time Outreach Coordinator and the full time Artistic Director (assuming a May start) through August 31, 2022. If the Artistic Director starts at part-time, then the additional cost in FY22 is \$35,579. The additional cost of the Database Coordinator's hours is \$9,050 in FY22, bringing total expense increase to \$50,403.

If all grant and individual donor revenue projected in the original Board-approved FY22 budget comes in before the end of the FY, ArtStream will end the year in the black with the new positions added full time.

Additional revenue can be raised as new parents become donors. House/garden parties, the spring appeal, opportunities for parents to engage again through the in-person Theatre Company and Cabaret shows and a spring event, are all likely to increase revenue this FY.

FY23:

Continued new individual donor acquisition, in-person Gala on October 16, 2022, and continued increase in grants and grant funding. We will also have a reduction in office rent of \$38,000 in FY23. Additional revenue to be raised with two new full time staff positions is: \$120,111. This could be accomplished with two-three new grants and 20 new donors in the \$3,500 range.

STAFFING

The Outreach Coordinator for Student and Volunteer Engagement assists in bringing in new revenue through bringing in new students and volunteers, increasing awareness, and engaging parents. The full time Artistic Director brings in new program partners. The part time Artistic

Director supports and trains Teaching Artists. (Program outreach would continue to be the responsibility of the Program Manager, Outreach Coordinator, and Executive Director.)

Outreach Coordinator for Student and Volunteer Engagement, Katie Mraz, started March 2, 2022.

In her first week, she completed the following:

1. Orientation with various staff members and predecessor
2. Connected with Natalie Zanin to obtain draft mentor training video
3. Edited questions for interviews
4. Contacted families her predecessor was going to connect with
5. Conducted interview with new family & set up additional interview
6. Set up calendly to allow for ease of scheduling appointments
7. Explored Kindful, LearningStream, & CatchaFire
8. Researched & contacted organizations for outreach
9. Researched additional avenues to recruit volunteers
10. Registered for transitioning youth meeting (by schooltalk)
11. Prepared for Prince George's and Montgomery County transitioning youth recruitment fairs