



ORGANIZATION OVERVIEW

Organization Name	<u>Howard County Arts Council</u>	Year Organization Founded	<u>1981</u>
Address	<u>8510 High Ridge Road, Ellicott City, MD 21043-3308</u>	Number of Board Members	<u>21</u>
County	<u>Howard</u>	Fiscal Year End Date	<u>06/30</u>
Federal ID #	<u>52-1219079</u>	DUNS Number	<u>605333533</u>

This applicant is audited or reviewed by an independent accounting firm.

ORGANIZATION SUMMARY

Financial Activity	FY 2013	FY 2014	FY 2015
Unrestricted Activity			
Revenue			
Earned			
Program	\$114,790	\$155,165	\$110,120
Non-program	110,671	114,447	117,406
Total Earned	225,461	269,612	227,526
Investment & Transfers	4,973	3,298	1,947
Contributed	1,199,931	1,174,952	1,391,709
Total Unrestricted Revenue	\$1,430,365	\$1,447,862	\$1,621,182
Total Restricted Revenue	(\$15,576)	(\$7,020)	\$269,063
Total Revenue	\$1,414,789	\$1,440,842	\$1,890,245
Expenses			
Program	\$1,215,185	\$1,283,411	\$1,434,582
Fundraising	88,801	84,960	91,466
General & Administrative	74,766	63,283	69,587
Total Expenses	\$1,378,752	\$1,431,654	\$1,595,635
Net Unrestricted Activity	\$51,613	\$16,208	\$25,547
Net Temporarily Restricted Activity	(\$16,276)	(\$7,420)	\$269,063
Net Permanently Restricted Activity	\$700	\$400	\$0
Net Total Activity	\$36,037	\$9,188	\$294,610

REVENUE

The table below is a breakdown of the items that comprise earned revenue.

Earned Revenue - Program	FY 2013	FY 2014	FY 2015
1 Admissions	\$0	\$0	\$0
2 Ticket Sales	0	0	0
3 Tuitions	78,669	76,381	73,748
4 Workshop & Lecture Fees	0	0	0
5 Touring Fees	0	0	0
6 Special Events - Non-fundraising	0	0	0
7a Gallery/Publication Sales	10,921	11,441	10,889
9 Membership Dues/Fees	20,808	20,270	17,830
10 Subscriptions - Performance	0	0	0
10a Subscriptions - Media	0	0	0
11 Contracted Services/Performance Fees	0	0	0
13 Royalties/Rights & Reproductions	0	0	0
15 Sponsorship Revenue	0	0	0
19 Other Earned Revenue	4,392	47,073	7,653
Total Program Revenue	\$114,790	\$155,165	\$110,120

Earned Revenue - Non-Program	FY 2013	FY 2014	FY 2015
7 Gift Shop/Merchandise Sales	\$0	\$0	\$0
8 Food Sales/Concession Revenue	0	0	0
8a Parking Concessions	0	0	0
12 Rental Income	110,671	114,447	117,406
14 Advertising Revenue	0	0	0
16 Investments-Realized Gains (Losses)	0	0	0
17 Investments-Unrealized Gains (Losses)	9,934	13,574	2,525
18 Interest & Dividends	2,741	2,004	2,510
Total Non-Program Revenue	\$123,346	\$130,025	\$122,441

The table below is a breakdown of the items that comprise contributed revenue and includes unrestricted, temporarily restricted, and permanently restricted revenues.

Contributed	FY 2013	# contrib	FY 2014	# contrib	FY 2015	# contrib
Board	\$0	19	\$0	21	\$0	21
Individuals	\$18,597	325	\$19,741	310	\$26,312	340
Corporate	\$48,200	46	\$48,600	43	\$38,485	50
Foundation	\$31,800	4	\$16,150	4	\$24,332	4
Government	\$805,213	2	\$869,291	2	\$1,356,964	2
Tribal Contributions	\$0		\$0		\$0	
Special Events - Fundraising	\$33,161		\$33,335		\$39,321	
Other Contributions	\$0		\$0		\$0	
Parent Organization Support	\$0		\$0		\$0	
Related Organization Contributions	\$0		\$0		\$0	
In-kind Contributions	\$239,682		\$168,535		\$172,270	
Net Assets Released from Restrictions	\$0		\$0		\$0	
Total Contributed Revenue and Net Assets Released from Restrictions	\$1,176,653	396	\$1,155,652	380	\$1,657,684	417
Transfers and Reclassifications	\$0		\$0		\$0	
Total Revenue	\$1,414,789		\$1,440,842		\$1,890,245	
Total Restricted Revenue	(\$15,576)		(\$7,020)		\$269,063	
Total Unrestricted Revenue	\$1,430,365		\$1,447,862		\$1,621,182	

EXPENSE

Expense	FY 2013	FY 2014	FY 2015
1 Total Salaries & Fringe (From Section 5)	\$340,071	\$358,601	\$407,121
2 Accounting	\$16,227	\$16,738	\$17,403
3 Advertising and Marketing	\$3,435	\$445	\$5,700
4 Artist Commission Fees	\$0	\$0	\$0
4a Artist Consignments	\$0	\$0	\$0
5 Artists & Performers - Non-Salaried	\$71,611	\$106,829	\$122,930
6 Audit	\$0	\$0	\$0
7 Bank Fees	\$4,432	\$4,604	\$5,405
8 Repairs & Maintenance	\$4,683	\$2,800	\$2,800
9 Catering & Hospitality	\$0	\$0	\$0
10 Collections Conservation	\$0	\$0	\$0
11 Collections Management	\$0	\$0	\$0
12 Conferences & Meetings	\$0	\$0	\$0
13 Cost of Sales	\$0	\$0	\$0
14 Depreciation	\$26,806	\$26,838	\$26,786
15 Dues & Subscriptions	\$9,721	\$8,955	\$10,817
16 Equipment Rental	\$6,785	\$3,616	\$3,303
17 Facilities - Other	\$0	\$0	\$0
18 Fundraising Expenses - Other	\$0	\$0	\$0
19 Fundraising Professionals	\$0	\$0	\$0
20 Grantmaking Expense	\$563,719	\$636,473	\$677,699
21 Honoraria	\$0	\$0	\$0
22 In-Kind Contributions	\$239,682	\$168,535	\$172,270
23 Insurance	\$4,494	\$5,053	\$11,600
24 Interest Expense	\$0	\$0	\$0
25 Internet & Website	\$0	\$0	\$0
26 Investment Fees	\$0	\$0	\$0
27 Legal Fees	\$0	\$0	\$0
28 Lodging & Meals	\$0	\$0	\$0
29 Major Repairs	\$0	\$0	\$0
30 Office Expense - Other	\$0	\$0	\$0
31 Other	\$1,879	\$5,069	\$4,192
32 Postage & Shipping	\$11,569	\$11,792	\$5,535
33 Printing	\$23,287	\$25,543	\$33,145
34 Production & Exhibition Costs	\$7,431	\$12,189	\$16,742
34a Programs - Other	\$0	\$0	\$0
35 Professional Development	\$0	\$0	\$0
36 Professional Fees - Other	\$24,826	\$18,961	\$44,743
37 Public Relations	\$0	\$0	\$0
38 Rent	\$1	\$0	\$0
38a Recording & Broadcast Costs	\$0	\$0	\$0
38b Royalties/Rights & Reproductions	\$0	\$0	\$0
39 Sales Commission Fees	\$0	\$0	\$0
39a Security	\$0	\$0	\$0
40 Supplies - Office and Other	\$14,215	\$12,286	\$19,620
41 Telephone	\$3,878	\$6,327	\$7,824
42 Touring	\$0	\$0	\$0
43 Travel	\$0	\$0	\$0
44 Utilities	\$0	\$0	\$0
Total Expense	FY 2013	FY 2014	FY 2015
45 Total Expenses	\$1,378,752	\$1,431,654	\$1,595,635
Total Expenses Less In-Kind	\$1,139,070	\$1,263,119	\$1,423,365

DESCRIPTIONS

Below are the descriptions provided for questions that required additional information.

REVENUE

19a If Other Earned Revenue, Briefly Describe

Other Program Income, Fab 50s, Showcase, etc.

31a In-Kind Contributions, Briefly Describe

County occupancy and maintance

EXPENSES

31a If Other, Briefly Describe

Misc fees

36a Professional Fees - Other, Briefly Describe

Contract Services-Design, Consultants,

STAFFING

Expenses: Salaries and Fringe	FY 2013	FY 2014	FY 2015
1 Salaries	\$280,977	\$295,438	\$331,608
2 Fringe Benefits	59,094	63,163	75,513
9 Total Salaries and Fringe	\$340,071	\$358,601	\$407,121

Staff & Non-staff Statistics	FY 2013	FY 2014	FY 2015
1 Full-time Permanent Employees	6.00	6.00	6.00
2 Part-time/Seasonal Employees	14.00	12.00	14.00
3 Part-time/Seasonal Empl. - FTEs	2.50	2.85	2.85
5 Part-time Volunteers	60.00	60.00	60.00
6 Part-time Volunteers - FTEs	0.80	0.80	0.80
7 Independent Contractors	19.00	20.00	21.00
8 Independent Contractors - FTEs	0.38	0.40	0.40
9 Interns/Apprentices	0.00	1.00	1.00
10 Interns/Apprentices - FTEs	0.00	0.04	0.04

BALANCE SHEET

The Balance Sheet, also known as a Statement of Financial Position, shows the accumulated financial results of all the years that an organization has been in operation, and consists of what the organization owns - its assets; what the organization owes - its liabilities; and the difference between its assets and liabilities – its net assets or net worth.

Assets	FY 2013	FY 2014	FY 2015
Current Assets			
Cash	\$263,782	\$279,568	\$602,404
Receivables	8,000	7,500	4,093
Prepaid Expenses & Other	0	0	9,012
Total Current Assets	271,782	287,068	615,509
Investments	368,182	384,087	388,943
Fixed Assets (net)	84,145	59,241	38,092
Non-Current Assets	0	0	0
Total Assets	\$724,109	\$730,396	\$1,042,544
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Liabilities & Net Assets	FY 2013	FY 2014	FY 2015
Liabilities			
Current Liabilities			
Accounts Payable & Other	\$20,774	\$24,423	\$31,813
Loans & Other Debt	0	0	0
Deferred Revenue	45,217	38,667	48,815
Total Current Liabilities	65,991	63,090	80,628
Non-Current Liabilities	0	0	0
Total Liabilities	\$65,991	\$63,090	\$80,628
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Net Assets			
Unrestricted	\$474,141	\$490,349	\$515,896
Temporarily Restricted	121,950	114,530	383,593
Permanently Restricted	62,027	62,427	62,427
Total Net Assets	\$658,118	\$667,306	\$961,916
Total Liabilities & Net Assets	\$724,109	\$730,396	\$1,042,544

INVESTMENTS

Investments	FY 2013	FY 2014	FY 2015
Endowment Investments - Board Designated	\$276,891	\$280,116	\$281,884
Endowment Investments - Term	0	0	0
Endowment Investments - Permanently Restricted	91,291	103,971	107,059
Investments - All Other	0	0	0
Total Investments	\$368,182	\$384,087	\$388,943

NON-FINANCIAL INFORMATION

Attendance	FY 2013	FY 2014	FY 2015
1 Total Paid Attendance	471	546	487
Physical	471	546	487
Virtual	0	0	0
2 Total Free Attendance	138,704	143,719	166,077
Physical	40,550	39,450	35,950
Virtual	98,154	104,269	130,127
3 Total Attendance	139,175	144,265	166,564
4 Children 18 and under	2,198	3,425	3,656
5 Number of Groups of Children 18 and Under	0	0	5
6 Attendance - Classes/Workshops	1,501	1,419	1,349

Subscribers & Members	FY 2013	FY 2014	FY 2015
1 Paying Subscribers - Performance	0	0	0
1a Paying Subscribers - Media	0	0	0
1b Non-paying Subscribers - Media	0	0	0
2 Paying Members	325	310	322
3 How many people are both members and subscribers?	0	0	0

Website Activity	FY 2013	FY 2014	FY 2015
1 Number of Page Views	98,154	99,793	130,127
2 Number of Unique Web Visitors	24,450	26,875	35,773
3 Total Number of Web Visitors	0	0	0
4 Total income earned from website activities (from admissions, ticket sales, shop sales, etc.)	\$80,000	\$80,000	\$85,000
5 Total website generated donations	\$0	\$0	\$0

NON-FINANCIAL INFORMATION (Continued)

Program Activity (Number of Events)	FY 2013	FY 2014	FY 2015
1 Live Productions - Self-Produced	0	0	0
1a Live Productions - Presented Only	0	0	0
2 Public Performances - Home	2	2	1
3 Public Performances - Away	7	7	8
3a Online/radio/television programs	0	0	0
4 Permanent Exhibitions	0	0	0
5 Temporary Exhibitions	12	14	14
6 Classes/Workshops - for the public/constituents	60	67	70
7 Classes/Workshops - for professional artists	2	2	3
7a Publications	11	49	49
7b Number of Publications Distributed	3,400	48,500	50,000
8 Tours	6	6	10
8a Number of Tour Occurrences	6	6	10
9 Films	0	0	0
9a Number of Film Screenings	0	0	0
10 Lectures	3	3	3
10a Number of Lecture Occurrences	3	3	3
11 Exhibition Openings	6	6	6
12 World Premieres	0	0	0
13 National Premieres	0	0	0
14 Local Premieres	0	0	0
15 Works Commissioned	0	0	0
16 Workshops or readings of new works	0	0	0
17 Programs - Other	18	20	26
17a Number of Programs - Other Occurrences	18	20	26
18 Off-site School Programs	25	26	28
18a Number of Off-site School Program Occurrences	25	26	28
19 Facility Rentals - By your org. for your program use	1	1	4
20 Facility Rentals - By your org. for your non-program use	0	0	0
21 Facility Rentals - Of your org. for another org's use	1,463	1,320	1,444
Space (Square Footage)	FY 2013	FY 2014	FY 2015
1 Owned Space	0	0	0
2 Rented Space	27,000	27,000	27,000
3 Donated/In-Kind Space	0	0	0

DESCRIPTIONS

Below are the descriptions provided for questions that required additional information.

NON FINANCIAL INFORMATION - PROGRAM ACTIVITY

G17b Programs - Other, Briefly Describe grants, showcase, howies, scholarship, Rising Star, arts advancement, workshops, rentals, etc