



**2016 S.L. Gimbel
Foundation Fund
Grant Application
Riverside & San Bernardino**

Internal Use Only:
Grant: 20160673

GRANTEE ID: 21924
\$75,000
10/26

Organization / Agency Information

Organization/Agency Name: Redlands Community Music Association		
Physical Address: 168 S. Eureka St.		City/State/Zip Redlands, CA 92373
Mailing Address: Same as above		City/State/Zip
CEO or Director: Beverly Noerr		Title: Executive Director
Phone: 909.793.7316	Fax: 909.793.5086	Email: bnoerr@redlandsbowl.org
Contact Person: Valerie Peister		Title: Program Director
Phone: 909.793.7316	Fax: 909.793.5086	Email: vpeister@redlandsbowl.org
Web Site Address: www.redlandsbowl.org		Tax ID: 95-6006074

Program / Grant Information

Interest Area: Animal Protection Education Environment Health Human Dignity

Program/Project Name: Music in the Schools		Amount of Grant Requested: \$75,000	
Total Organization Budget: \$905,483.30	Per 990, Percentage of Program Service Expenses (Column B/ Column A x 100): 73.62%	Per 990, Percentage of Management & General Expenses Only (Column C / Column A x 100): 17.97%	Per 990, Percentage of Management & General Expenses and Fundraising (Column C+D / Column A x 100): 26.38%
Purpose of Grant Request (one sentence): To further expand the reach of the Redlands Community Music Association's Music in the Schools Program within the Redlands Unified School District, the Moreno Valley Unified School District, and the Yucaipa-Calimesa Joint Unified School District.			
Program Start Date (Month and Year): January 2017		Program End Date (Month and Year): June 2017	
Gimbel Grants Received: List Year(s) and Award Amount(s) 2015 - \$25,000			

Signatures

Board President / Chair: (Print name and Title) Jan Hudson, Board President	Signature: 	Date: 7/19/16
Executive Director/President: (Print name and Title) Beverly Noerr, Executive Director	Signature: 	Date: 7/19/2016

**2016 S.L. Gimbel Foundation Fund
Redlands Community Music Association
Music in the Schools**

I. Organization Background

A) What are the history, mission and/or purpose of your organization? How long has the organization been providing programs and services to the community?

The Redlands Community Music Association (RCMA) is the parent organization to the Redlands Bowl Summer Music Festival, which has the distinction of being the oldest continuously running community music festival in the United States at which no admission is charged. Founded in 1923, the RCMA has served the Inland Empire for over 93 years with goal of “Music for Everyone.” The RCMA exists to remove participation barriers so that all may have access to the arts. The Redlands Bowl Summer Music Festival and its associated music outreach programs are run by a five-person staff and supported by the direct efforts of over 1000 volunteers each year.

B) What are some of your past organizational accomplishments (last three years)?

In 2015 the RCMA board developed and implemented a comprehensive three-year strategic plan. The organization's strategic priorities include expansion of youth music programs in our region; enhancement of the Summer Music patron experience with an emphasis on safety at the Redlands Bowl's large outdoor venue; the development of a staffing model aligned with industry best practices, which to date has resulted in the appointment of a full time program director; and planning for the Redlands Summer Music Festival's 100th anniversary in 2023.

Through the support of the S.L. Gimbel Foundation and other funders, the RCMA has made significant strides toward its goal of expanded service to youth. In 2016, the RCMA will serve over 20,000 children through its Music in the Schools assemblies; Children's Festival Workshops; and Arts Impact Initiative (which brings interactive music workshops to at-risk and underserved children at youth-serving community agencies). This expansion represents more than a 400% increase in service to youth as compared to earlier years.

In 2015 the RCMA received a two-year James Irvine Foundation Exploring Engagement grant to create a Guatemalan Virtual Arts Festival, bringing a celebration of Guatemalan music and arts to widely dispersed Guatemalan populations in our region. The project emphasizes celebration of culturally rich Guatemalan music and arts through digital channels.

In 2013 the RCMA received a two-year James Irvine Foundation Exploring Engagement grant to create “Many Voices, Muchas Voces” and “Broadway Block Party” sing-along workshops which have reached over 1,700 underserved community members at 20 community venues.

C) What are your key programs and activities? Describe the communities you serve. Include populations, geographic locations served, and relevant statistics.

Each year, the Redlands Summer Music Festival brings 18 to 22 professional world-class performances to the Redlands Bowl stage. Performances are attended by over 100,000 members of the public with no admission charged. Diverse audiences are drawn from San Bernardino County (75%), Riverside County (20%), and the Greater Los Angeles area (5%).

The classically-based festival season is anchored by four symphony performances, a fully staged musical, and a dance performance. In recent years its diverse programming has also included American Jazz, ballet, country music, Big Band, bluegrass, Celtic, folk strings, folklorico dance, Hawaiian music, Indigenous South American music, Taiko drumming, world music, and many other culturally diverse music and dance genres.

Through the support of the S.L. Gimbel Foundation and the County of San Bernardino, in 2016 the RCMA brought Music in the Schools (MIS) assemblies to eighteen (18) regional elementary schools and four (4) regional middle schools. (Two additional elementary schools will enjoy assemblies in fall of 2016.) RCMA music assemblies have reached over 15,000 elementary and middle school students this year through the life changing power of music. It is our hope to continue to significantly expand the reach of Music in the Schools.

II. Project Information:

A) Statement of Need

1. Specify the community need you want to address and are seeking funds for.

Music education and enrichment opportunities available to elementary school students are very limited in our region. Yet studies by the National Endowment for the Arts, Americans for the Arts, and others, have proven children exposed to the arts perform better in school, have lower truancy rates, and enjoy healthier social and emotional relationships. We see further expansion of the RCMA's Music in the Schools program as a way to meet a need for more life-changing music education for children in our region.

B) Project Description

1. Describe your project. How does your project meet the community need? What is unique and innovative about this project?

The RCMA seeks to further expand its youth music outreach by bringing engaging youth music assemblies to 30 regional elementary schools, and ten (10) regional middle schools. The outreach assemblies will be brought to all 16 elementary schools and four (4) middle schools in the Redlands Unified School District (RUSD) which serves the cities of Highland, Loma Linda, Mentone, and Redlands.

Assemblies will also be brought to four (4) elementary schools in the Yucaipa-Calimesa Joint Unified School District, as well as its two (2) middle schools; five (5) elementary schools and two (2) middle schools in the Moreno Valley Unified School District, and five (5) elementary schools and two (2) middle schools in the San Bernardino City Unified School District. In the

districts where not all elementary and middle schools are served, an effort will be made to target the schools with the largest at-risk and underserved student populations.

Summary of schools to be served:

Redlands Unified School District:	16 elementary schools, 4 middle schools
Moreno Valley Unified School District:	5 elementary schools, 2 middle schools
San Bernardino City Unified School District:	5 elementary schools, 2 middle schools
Yucaipa-Calimesa Joint Unified School District:	4 elementary schools, 2 middle schools

Total: 40 schools

MIS assemblies will go far beyond a simple “performance” format to promoting interactive engagement and the drawing of students into modes of artistic expression. Artist selection and program development will involve ongoing interaction with the RCMA's outreach program director to insure that each assembly presentation: 1) Incorporates educational, standards-based segments through which participants learn about instruments, styles of music, performers, and/or music history; 2) Allows for engaged participation of students through activities such as singing, clapping and/or dancing; and/or musical self-expression through creation of rhythmic or melodic sounds with instruments; 3) Incorporates segments through which the performing musicians/performers share how they achieved their musical levels of expertise; 4) Allows for questions and answers; and 5) Serves as a gateway to future arts engagement activities.

Each of these criteria was met in the music assemblies carried out through the RCMA's 2015-2016 S.L. Gimbel Foundation grant. This success is fully detailed in the attached RCMA 2015-2016 Gimbel Foundation grant report.

Music in the Schools performance sessions will be developed with an eye toward exposing students to a variety of instrument families and/or different musically styles and modes of presentation, to include dance. We will also strive toward cultural diversity in MIS programming.

The RCMA will track which assembly performances are experienced by each individual school on a year-to-year basis. Our long-term vision is that every elementary student served experiences six (6) different musical genres over their six-year elementary school career, and each middle school student, three additional (3) diverse musical genres over their three-year middle school career.

Exposure to such diversity in music programming will provide students with an uplifting, inspiring musical experience; teach them about music, and more fully develop their cultural literacy. We believe consistent exposure to excellence in the musical arts will have life-long impact on students.

According to Rocco Landesman, former chair of the National Endowment for the Arts, a 2012 study, “The Arts and Achievement in At-Risk Youth,” shows what many of us know intuitively, that, “Students who have arts-rich experiences in school do better across the board academically,

and they also become more active and engaged citizens, voting, volunteering, and generally participating at higher rates than their peers."

C) Project Goal, Objectives, Activities and Expected Outcomes

1. State **ONE** project goal. The **Goal** should be an aspirational statement, a broad statement of purpose for the project.

To increase the number of RCMA Music in the Schools assembly presentations from 20 elementary schools to 30 elementary schools annually; and from four (4) middle schools to 10 middle schools annually by engaging performing artists groups of diverse musical genres to present educational, interactive assembly performances at all schools served.

2. State **One to Three objectives**. Objectives should be specific, measurable, action-oriented, realistic, and time-specific (SMART) statements intended to guide your organization's activities toward achieving the goal.

Specify the activities you will undertake to meet each objective and number of participants for each activity.

Expected outcomes are the individual, organizational or community-level changes that can reasonably occur during the grant period as a result of the proposed activities or services. What are the key anticipated outcomes of the project and impact on participants?

Objective I: To identify and engage performing artists to present Music in the Schools assemblies, and to collaborate with them in developing MIS programs, by November 30, 2016.

Activities: MIS artist selection and program development will involve ongoing involvement of the RCMA's program director to insure that each presenter: 1) Incorporates educational, standards-based segments through which participants learn about instruments, styles of music, performers, and/or music history; 2) Allows for engaged participation of students through activities such as singing and clapping; and/or musical self-expression through creation of rhythmic or melodic sounds with instruments; 3) Incorporates segments through which the performing musicians/performers share how they achieved their musical levels of expertise; 4) Allows questions and answers; and 5) Serves as a gateway to future arts engagement activities.

For the middle school outreach assemblies we expect to engage a higher level of technical interaction to include fully amplified sound dynamics, and visual elements to include multi-media screens for visual assembly support.

Expected Outcomes: Upon fulfillment of this objective, the RCMA will have identified and worked in collaboration with dynamic musical presenters to develop engaging, educational elementary and middle school music assemblies.

Objective II: To schedule 20 MIS sessions with area elementary schools by January 31, 2017.

Activities: Contact and coordination will be made with the sixteen (16) RUSD elementary schools representing all elementary schools in Redlands, Highland, Mentone, and Loma Linda, as well as the four (4) RUSD middle schools. In furthering the RCMA's goal of expanding the

geographical reach of MIS, additional assemblies will be scheduled with schools in the Moreno Valley (5 elementary, 2 middle schools), San Bernardino (5 elementary, 2 middle schools) and Yucaipa-Calimesa (4 elementary, 2 middle schools) Unified School Districts.

Expected Outcomes: Upon fulfillment of this objective, the RCMA will have scheduled Music in the Schools assemblies at 38 elementary and 12 middle schools in our region. In addition, we will have deepened our collaborative ties with district administrators and the principals of our partnering schools.

Objective III: To present 40 MIS assembly sessions by June 15, 2017.

Activities: The RCMA will carry out all programmatic and logistical considerations necessary to present the Music in the Schools assemblies at the 40 identified regional schools. For each elementary school served, the RCMA will bring an interactive, educational performance by a professional music or dance ensemble. MIS programs will last approximately 45 minutes to one hour, and will be presented in assembly format. Each elementary school session will engage an estimated 650 children.

For each middle school served, the RCMA will bring an interactive, educational performance by a professional music or dance ensemble. We anticipate the middle school assemblies to be more technically complex, with multi-media visual elements and professional program amplification. MIS programs will last approximately one hour, and will be presented in assembly format. Each middle school session will engage an estimated 1100 students.

Expected Outcomes: Over 31,000 children will have the opportunity to experience a MIS assembly, representing an increase of over 19,000 students annually. Participating students will experience joy, as well as the personal and artistic growth forged through participation in a music engagement program, and an increase in cultural literacy. Students will also be inspired to participate in other music engagement opportunities, including free Redlands Bowl Summer Music Festival and its Children's Festival Workshops.

D) Timeline

Provide a timeline for implementing the project. State the start date and ending date of the project, include timeframes for specific activities, as appropriate.

The Music in the Schools project timeline will be as follows: Selection of artists and program development (10/18/16 – 11/31/16); Coordination with schools (12/1/16 – 1/31/17); MIS assembly presentations to schools (2/1/17 – 6/15/17); Program evaluation (6/16/17 - 7/15/17).

E) Target Population

Who will this grant serve? How many people will be impacted? Provide a breakdown: Number of Children, Youth, Adults, Seniors, Animals.

Our target population for the MIS program is all elementary children in our region, with a special emphasis on at-risk and underserved youth. According to the RUSD's most recent Local Control and Accountability Plan, "About 56 percent of students in the district are considered English

learners, low income and foster youth," and according the Redlands Unified School District nutrition services office, 56.06% of RUSD students receive free or reduced lunch.

The additional music assemblies will be planned for children in neighboring Moreno Valley, San Bernardino, and Yucaipa-Calimesa school districts where we will work with district personnel to target schools where we will maximize service to low-income and underserved students. In the San Bernardino City Unified School District, over 90% of students receive free or reduced lunch. With an average elementary school population of 650 students, and middle school population of 1100 we estimate this project will impact over 31,000 school children in 2017.

F) Projects in the Community

How does this project relate to other existing projects in the community? Who else in the community is providing this service or has a similar project? Who are your community partners (if any)? How are you utilizing volunteers?

In our region, MIS is unique in its presentation of world-class performing artists of diverse musical genres to students at actual school sites. A number of schools in our region experience classical assembly programming presented by the Redlands Symphony Orchestra and San Bernardino Symphony Orchestra. At schools also served by these organizations, we will be mindful of presenting assembly programming of musical genres other than classical.

The Redlands Unified School District serves as a key partner in this project. We have the full support and assistance of RUSD school board member Patty Holohan who is also a member of the RCMA board. We also have direct contact with and support from Kim Cavanaugh, the RUSD's Director of Curriculum and Instruction.

As we expand the scale of MIS, we will work to develop deeper partnerships with our neighboring school districts. As we communicate with district personnel and school administrators we look forward to cultivate increased trust and rapport, and building strong, sustainable relationships.

Volunteer crews will help prepare and bundle student informational sheets, and in many cases an RCMA board or advisory board member will be present at MIS assembly sessions along with the RCMA program director.

As part of the Music in the Schools sessions, and on its post-assembly informational handouts, students will be invited to attend free Redlands Bowl Summer Music Festival performances and free Children's Festival Workshops.

Also, whenever possible, students will be encouraged to consider joining existing school music programs. As a note, the Yucaipa-Calimesa Joint Unified and Moreno Valley school districts do not have formal band or strings programs for elementary students, which makes the music enrichment opportunities afforded by MIS all the more important for their student populations.

Evaluation

How will progress towards the objectives be tracked and outcomes measured?

It will be the responsibility of the RCMA program director to evaluate and report on established objectives and target outcomes related to the growth of the RCMA's MIS program. The success of the program will be measured against the assembly presentation criteria specified in section II.B under *Project Description*.

The project will also be evaluated by tracking of the number of schools and students served, and when possible, collection of data related to enrollment trends in school instrumental music programs.

G) Use of Grant Funds

How will you use the grant funds?

The majority of the grant funds will be used to cover artist presenter fees. A portion will also be used to support the MIS program manager who will carry out artist coordination, contracting, and program development to artist compliance with program objectives. The program director will also be onsite for all assembly presentations.

An additional facet of the RCMA's grant proposal is a request for equipment to support and enhance our Music in the Schools assembly presentation. The first piece of equipment requested is a lightweight, portable speaker which can be used for welcoming comments at each school site, and by artist ensembles of three or fewer with stationary microphones. This equipment would dramatically enhance our outreach efforts consistency to the quality of our assembly presentations. The quality sound of systems at individual schools is very inconsistent, and rental of such equipment for individual assemblies can be prohibitive from a cost standpoint. The portable Bose L1 Model 1S sound system, which is detailed in the budget section of this proposal and on attached informational sheets, would be used for school outreach assemblies for many years into the future, and can be used as well at RCMA Arts Impact Initiative workshop sessions carried out at community agencies serving at-risk youth.

The second piece of equipment we would like to include in this grant proposal, and one that would tremendously enhance our school outreach capacity, is a Shure ULX-D Wireless/Headset Microphone System. This sound system would dramatically expand our capacity for bringing groups such as musical theater ensembles, larger singing groups, or dance groups for which the members interact and engage with the audience for school assemblies.

One example of a group we could bring for future school outreach is MPACT, an incredible acapella group performing this summer at the Redlands Bowl. A six-member group known for acapella prowess, they would need individual microphones and dependable sound distribution, which is not possible with our current systems, and too cost-prohibitive to rent.

The Shure microphone system would be amplified through the Bose speaker through the use of a modestly priced Yamaha mixer which is also detailed in the budget section of the proposal.

Once again, this sound and equipment would dramatically expand the capacity of the RCMA's Music in the Schools program and the size and quality of performance ensembles we are able to bring. It would serve the thousands of children reached through Music in the Schools for many years to come.

III. Project Future

A) Sustainability

Explain how you will support this project after the grant performance period. Include plans for fundraising or increasing financial support designated for the project.

We envision the continued presentation of MIS to all elementary schools in our region, with new schools reached, and presenting artists engaged annually. Since MIS is an outreach to public schools, we will continue to seek both public and private grant funding, as well as the support of individual donors, to facilitate its ongoing presentation.

Following first phase of expansion in 2015, we have received very positive feedback and tremendous interest in the program. As members of the public and our corporate and foundation donors continue to see the value and its positive outcomes, we are confident in its sustainability.

IV. Governance, Executive Leadership and Key Personnel/Staff Qualifications

A) Governance

Describe your board of directors and the role it plays in the organization. What committees exist within your board of directors? How does the board of directors make decisions?

The RCMA has an active 21-member board. Key decisions are vetted through board committees, and brought to a vote by the full board. RCMA board committees include the Executive Committee, Governance Committee, Finance Committee, and Fund Development Committee. The RCMA also has Advocacy, Emergency Preparedness, and Youth Initiatives Task Forces, and a Facilities Liaison.

B) Management

Describe the qualifications of key personnel/staff responsible for the project.

Program development and oversight for MIS will be carried out by RCMA program director Valerie Peister, who has direct responsibility for the coordination of all music education programming. Her work at the RCMA has included project directorship of two Irvine Foundation Exploring Engagement grant, and oversight of the current RCMA Music in the Schools and Arts Impact Initiative programs.

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V. Project Budget and Narrative

A) **Budget Table:** Provide a detailed line-item budget for your **entire** project by completing the table below. Requested line items should be limited to Ten (10) line items. The less the better.

A breakdown of specific line item requests and attendant costs should include:

- 1) Line item requests for materials, supplies, equipment and others:
 - a. Identify and list the type of materials, supplies, equipment, etc.
 - b. **Specify the unit cost, number of units, and total cost**
 - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for staff compensation, benefits: **Do not use FTE percentages.**
 - a. Identify the position; for each position request, **specify the hourly rate and the number of hours** (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
 - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)
- 3) Line items on Salaries/Personnel included in budget (contribution or in-kind) but NOT requested from the Gimbel Foundation must be broken down per number 2) above: Provide rate of pay per hour and number of hours.

Line Item Request	Line Item Explanation	Support From Your Agency	Support From Other Funders	Requested Amount From Gimbel/TCF	Line Item Total of Project
Artist Fees	240 presenting artists (Average of 6 per ensemble at 40 schools) @ \$43.33 per hour x 2.5 hours per school			\$25,997	\$25,997
MIS Program Director	\$28.85/hr x 20 hrs/week x 40 weeks			\$23,080	\$23,080
Office Manager	\$28.85/hr x 5 hrs/week x 40 weeks	\$5,770			\$5,770
Production/Duplication of Informational Handouts	32,000 copies x .06 per copy x 2 (sheets are two-sided)			\$3,840	\$3,840
Artist Meals	180 meals @ \$15/meal	\$576		\$2,124	\$2,700
Shure ULX-D Digital Wireless Microphone System	\$13,381 x 1 unit (see attached sheet for component details)			\$13,381	\$13,381
Bose L1 Model IS Amplifier & Audio Engine	\$2,298 x 1 unit			\$2,298	\$2,298
Yamaha MG12 Audio Mixer	\$280 x 1 unit			\$280	\$280
Tech support for sound system	1 person @ \$33.33/hr x 40 schools x 3 hrs/school			\$4,000	\$4,000
TOTALS:		\$6,346		\$75,000	\$81,346

B) Narrative: The budget narrative is the justification of “how” and/or “why” a line item helps to meet the project deliverables. Provide a description for each line item request as necessary. Explain how the line item relates to the project. If you are requesting funds to pay for staff, list the specific duties of each position. See attached SAMPLE Project Budget and Budget Narrative.

Artist Fees: This will be the fee paid to the presenting artist groups for presenting the music assembly programming in schools. The average ensemble size for youth workshops over the past five years is six (6) persons at the \$43.33 hourly rate.

Explanation of 2.5 hour presentation time: Generally two presentations are conducted per school site as most multi-purpose rooms will not accommodate a full elementary school population. Tim is also required for equipment load-in and set-up.

MIS Program Manager: To support all aspects of the Music in the Schools program development and execution, as well as presence at all music assemblies.

Informational Handouts: For the production and duplication of a parent letter describing the assembly program and providing additional information about the presenting artist and ideas for follow-up. The reverse side of the handout presents the Redlands Bowl Summer Music Festival and Children’s Festival Workshops Season Schedule.

Artist Meals: Between same-day assembly performances at more than one school, a light lunch is served to members of performing groups.

Because we have the unique opportunity to make an increased request to the Gimbel Foundation this year, the RCMA is seeking support for several items of equipment would dramatically enhance for this, and many years to come, our ability to present high-quality music outreach assemblies.

Shure ULX-D Digital Wireless Microphone System: The Shure Digital Wireless Microphone system would give the RCMA outreach programs the capacity to have six persons on wireless hand-held or hands-free head-set microphones. Additional information can be found on Attachment A.

Bose L1 Model IS Amplifier & Audio Engine: This is a lightweight, portable standing bar amplifier would provide amplification of sound captured through the Shure digital wireless microphone system. Because it is recommended for audiences of up 300 persons, it is a perfect size for school assemblies. Additional information can be found on Attachment B.

Yamaha MG12 Mixer: The mixer provides a needed connection between the wireless microphone system and Bose tower speaker. Additional information can be found on Attachment C.

Additional information about the above-listed systems is included in this grant proposal narrative. Full Compass Systems, Ltd. is a trusted vendor of the Redlands Bowl technical contractor and carries all listed items at very competitive prices.

Tech Support: This line item will provide needed technical support for the outreach programming sound/amplification systems.

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VI. Sources of Funding: Please list your current sources of funding and amounts.

Secured/Awarded

Name of Funder: Foundation, Corporation, Government	Amount
Esri	\$40,000
James Irvine Foundation Exploring Engagement Grant	78,000
Bob & Paula Driessnack	25,000
David & Robin Maupin	15,000
BMW of Riverside	11,000
Physicians of Beaver Medical Group	20,000
San Manuel Band of Mission Indians	35,000
Wells Fargo Bank – Inland Empire Commercial Banking Office	10,000
County of San Bernardino	10,000
Loma Linda University Health	10,000

Pending

Name of Funder: Foundation, Corporation, Government	Amount	Decision Date
Freewill Giving by Festival Attendees	95,000	ongoing
Bank of America Foundation	10,000	8/2016
Associates of the Redlands Bowl	130,000	9/2016
National Endowment for the Arts	25,000	4/2017

Diversity of Funding Sources: A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

Funding Source	Amount	% of Total Revenue	Funding Source	Amount	% of Total Revenue
Contributions	\$231,953	33	Rental Income	\$32,315	5
Sponsorships	\$110,400	16	Interest Income	\$34,206	5
Corp/Foundation Grants	\$96,274	14	Associates of the Redlands Bowl	\$145,500	21
Government Grants			Concessions/ CD Sales	\$24,750	4
			Misc.	\$16,297	2

Notes: Please note that Sponsorships, Rental Income, Associates of the Redlands Bowl, and Misc. categories have been added to the table above.

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VII. Financial Analysis

Agency Name: Redlands Community Music Association

Most Current Fiscal Year (Dates): From January 1, 2015 To: December 31, 2015

This section presents an overview of an applicant organization's financial health and will be reviewed along with the grant proposal. Provide all the information requested on your **entire organization**. Include any notes that may explain any extraordinary circumstances. Information should be taken from your most recent 990 and audit. **Double check your figures!**

Form 990, Part IX: Statement of Functional Expenses

1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
\$798,096	\$587,568	\$143,429	\$67,099

2) Calculate the percentages of Columns B, C, and D, over A (per totals above)

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

(A) Total Expenses	(B) Program service expenses	(C) Management & general expenses	(D) Fundraising expenses
	Columns B / A x 100	Columns C / A x 100	Columns D / A x 100
Must equal 100%	73.62%	17.97%	8.41%

3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)

Percentage of Organization's Current Total Budget used for Administration	Column C, Management & general expenses per 990 above	Differential
14.69%	17.97 %	(3.28)%

If the differential is above (+) or below (-) 10%, provide an explanation:

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Quick Ratio: Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

Cash	+ Accounts Receivables	/Current Liabilities	= Quick Ratio
\$150,693.	\$13,500.	\$9,957.	16.49

Excess or Deficit for the Year:

Excess or (Deficit) Most recent fiscal year end	Excess or (Deficit) Prior fiscal year end
\$(144,116)	\$420

Notes: Contributing to the RCMA's deficit for 2015 were the following factors:

- A \$30,554 decrease in fair market value of our investments
- \$46,178 in non-cash depreciation of the Mission Gables Bowl House*
- The fact that \$59,185 in Irvine Foundation Exploring Engagement Grant funding was realized as income in the 2014 fiscal year, but expensed in the 2015 fiscal year

The total impact of these items on 2015 deficit was \$135,907.

*Depreciation of the Mission Gables Bowl House impacts the RCMA's financials annually. In 2014 it was \$51,727.

VIII. Application submission check list:

<u>Submit FOUR (4) Copies: 1 ORIGINAL (WITH ORIGINAL SIGNATURES) and 3 copies, collated and stapled together of the following:</u>	<u>Submit ONE (1) Copy:</u>
Completed Grant Application Form (cover sheet, narrative), budget page and budget narrative (see sample) and sources of funding, financial analysis page	A copy of your current 501(c)(3) letter from the IRS
A list of your Board members and their affiliations	A copy of your most recent year-end financial statements (audited if available; double-sided)
Your current operating budget and the previous year's actual expenses (see sample Budget Comparison)	A copy of your most recent 990 (double-sided)
Part IX only of the 990 form, Statement of Functional Expenses (one page). If you completed a 990-EZ, fill out the attached Part IX, Functional Expenses of the 990 form using figures from your 990-EZ	
For past grantees, a copy of your most recent final report.	

**Redlands Community Music Association (RCMA)
2016 Board of Directors**

Jan Hudson, President – Owner of Hudson Realty

Bryan Hartnell, Esq. Vice President – Hartnell Law Group

Robert Dawes, Treasurer – City Treasurer, City of Redlands

Susan Sequeira, Corporate Secretary – Photographer

Patty Holohan, Member-at-Large – RUSD School Board President,
Director of Development Arrowhead Regional Hospital

Demeree Andreason – Troy Andreason MD, Office Manager

Paul T. Barich – Redlands City Council Member.
Owner of Barich and Associates Insurance Brokers

Brenda Bean – Retired Educator

Rachelle Bussell – Vice President for Advancement, Loma Linda University Health

Chris Carrillo, Esq. – Chris Carrillo Attorney at Law

Bob Driessnack – CFO, Esri

Mark Flory, Esq. – Brown, White and Osborn

Joseph Horzen – Financial Advisor, Soren McAdam

Marvin Hudson- Owner, Viewpoint Financial

Tracy Massimiano – Art Teacher, Redlands East Valley High School

Melodee Seccombe – Art Teacher, Cram Elementary

Shelli Stockton – Director of Alumni and Community Relations, University of Redlands

Lisa Topoleski – Educator, Chapman Heights Elementary School

Suzi Sternberg – Educator, Homemaker

Maria Whitaker-Saucedo – Community Activist

Jim Wilson – Financial Advisor, Morgan Stanley



U. S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 231, MAIN OFFICE
LOS ANGELES 53, CALIFORNIA
January 10, 1961

1. 14
3

IN REPLY REFER TO
Code 434.TSS:FS
MA 5-8971-Ext 745
G-21 Federal Building

Redlands Community Music Association
Redlands Bowl
Post Office Box 466
Redlands, California

Attention: Robert E. Morse, Controller

Gentlemen:

This refers to your liability for Federal Insurance Contributions Act (social security) taxes which you have reported on Form 941 for the third calendar quarter of 1960.

The Internal Revenue Service has issued to your Association a ruling dated December 14, 1960, holding that your organization is exempt from Federal income tax as an educational organization described in section 101(6) of the 1939 Internal Revenue Code, (now section 501(c)(3) of the 1954 Code.)

The 1954 Code correspondingly exempts you from Federal Insurance Contributions Act (social security) taxes unless you file a Form SS-15 certifying that you waive such social security tax exemption.

Generally stated, claim Form 843 may be executed and filed within statute of limitations for the Federal Insurance Contributions Act taxes you may have paid for any period in which you do not have a Form SS-15 in effect. If you decide to extend social security coverage to your employees, it is necessary that your organization execute and file Form SS-15 accompanied by a Form SS-15a signed by any employee who concurs in the coverage. Information on Form SS-15 includes instructions on the date and extent of tax liability under the Act.

Your reply showing whether or not you intend to file a Form SS-15 will be appreciated.

Very truly yours,

R. A. Riddell
District Director

By *D. J. Small*

J
TS:ae



Strengthening Inland Southern California through Philanthropy



BOARD OF DIRECTORS

October 27, 2016

S. L. Gimbel Foundation Fund

Philip Savage IV
Chair of the Board

Ms. Beverly Noerr
Executive Director
Redlands Community Music Association
168 South Eureka Street
Redlands, CA 92373

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Dr. Albert Karnig

D. Matthew Pim

Teresa Rhyne

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dear Ms. Noerr:

Congratulations! A grant has been approved for Redlands Community Music Association in the amount of \$75,000.00 from the S.L. Gimbel Foundation. **The performance period for this grant is November 1, 2016 to October 31, 2017.** Additional funding beyond the performance period is not guaranteed. It is highly recommended that alternative funding sources be sought accordingly. The grant is to support the following as specified in your proposal:

To support Music in the Schools.

This grant is subject to the terms outlined in the enclosed Grant Agreement. After you have reviewed the terms and conditions of the Grant Agreement, **please sign and date the agreement and return with original signature to The Community Foundation by Friday, November 18, 2016.** Be sure to copy the signed agreement for your records. Funds will be released upon receipt of the signed Grant Agreement.

A condition of this grant is that you agree to submit the Grant Evaluation Form which includes a narrative report and fiscal report. **The Grant Evaluation is due by November 15, 2017** and a copy will be available online.

We wish you great success and look forward to working with you during the grant performance period. If you have any questions, please feel free to call me at 951-241-7777, ext. 114, or email me at ccudiamat@thecommunityfoundation.net.

Sincerely,

Celia Cudiamat
Executive Vice President of Programs

21924 Redlands Community Music Association

20160673

GIMB-75th



Confirmed in Compliance
with National Standards for
U.S. Community Foundations

3700 Sixth Street, Suite 200 ~ Riverside, California 92501
P: 951.241.7777 ~ F: 951.684.1911 ~ www.thecommunityfoundation.net



Strengthening Inland Southern California through Philanthropy

3700 Sixth Street, Suite 200
Riverside, CA 92501
P: 951-684-4194
F: 951-684-1911

www.thecommunityfoundation.net

S. L. Gimbel Foundation Fund
Grant Agreement

Organization: Redlands Community Music Association
Grant Amount: \$75,000.00 Grant Number: 20160673
Grant Period: November 1, 2016 to October 31, 2017 (*Evaluation is due November 15, 2017*)
Purpose: Music in the Schools

1. Use of Grant Funds

Grant funds must be expended within the grant period, for the purpose and objectives described in your grant proposal. Grant funds may not be expended for any other purpose without prior written approval by The Community Foundation. If there are significant difficulties in making use of the funds as specified in your proposal, or if the grant funds cannot be spent within the grant period, notify us in writing promptly.

Formal requests for extensions or variances must be submitted to the Foundation's Board of Directors for approval a minimum of 60 days before the end of the grant period.

Requests for variances or extensions are reviewed on a case-by-case basis and approved by the Board of Directors. If a request is denied, unused funds must be immediately refunded to the Foundation.

Grant funds will not be expended for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Code.

2. Payment of Grant Funds

The grant funds will be paid in full by the Foundation upon receipt of the signed Grant Agreement. Challenge grant funds will be paid in full upon receipt of the signed Grant Agreement and upon receipt of documentation providing evidence that condition(s) of the challenge grant has/have been met.

3. Certification and Maintenance of Exempt Organization Status

This grant is specifically conditioned upon Grantee's status as an eligible grantee of The Community Foundation. The Foundation has obtained a copy of the Grantee's IRS determination letter. Grantee confirms that it has not had any change in its legal or tax-exempt status, and shall notify the Foundation immediately of any such change.

4. Final Report and Records

The Grantee will submit the Grant Evaluation report per the deadline set forth in the award letter. This report includes a narrative on outcomes based on goals and objectives set forth in the grant proposal and an expenditure report documenting use of grant funds. If equipment was purchased, copies of receipts need to be included.

5. Grantee's Financial Responsibilities

Grantee will keep records of receipts and expenditures of grant funds and other supporting documentation related to the grant at least four (4) years after completion of the grant and will make such records of receipts, expenditures and supporting documentation available to the Foundation upon request, for the purpose of conducting financial audits, making verifications, and investigations as deemed necessary concerning the grant.

6. Publicity

The Community Foundation appreciates publicity for the grant in all relevant published materials, such as brochures, newsletters and annual reports. The credit line of "Made possible in part by a grant from "The Community Foundation, *Strengthening Inland Southern California through Philanthropy*" is suggested. The Grantee will allow the Foundation to review and approve the content of any proposed publicity concerning the grant prior to its release, upon request. When your donors are listed in printed materials, include the Foundation in the appropriate contribution size category. Sending a brief press release to your local paper is appreciated. Please email Charee Gillens, our Marketing & Communications Officer, at cgillens@thecommunityfoundation.net with copies of any printed or publicity materials that highlight the grant. When publishing our name, please note the "The" at the beginning of our name is a legal part of our name. It should always be used and capitalized. Attaching a logo is also appreciated. Our logo can be downloaded on our website at www.thecommunityfoundation.net.

Grantee agrees to allow the Foundation to include information about this grant in the Foundation's periodic public report, newsletter, news releases, social media postings, and on the Foundation's website. This includes the amount and purpose of the grant, any photographs you have provided, your logo or trademark, and other information and materials about your organization and its activities.

7. Indemnification

In the event that a claim of any kind is asserted against the Grantee or the Foundation related to or arising from the project funded by the Grant and a proceeding is brought against the Foundation by reason of such claim, the Grantee, upon written notice from the Foundation, shall, at the Grantee's expense, resist or defend such action or proceeding, at no cost to the Foundation, by counsel approved by the Foundation in writing.

Grantee hereby agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its offices, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission by Grantee, its employees, or agents in applying for or accepting the Grant, in expending or applying the Grant funds or in carrying out any project or program supported by the Grant, except to the extent that such claims, liabilities, losses, and expenses arise from or in connection with any bad faith act or omission by the Foundation, its officers, directors, employees, or agent.

8. Termination

The Community Foundation may terminate this agreement, modify or withhold payments under this grant award, require a total or partial refund of any grant funds, or all at any time, if, in the Community Foundation's judgment: a) The Community Foundation is not satisfied with the quality of the Grantee's progress toward achieving the project goals and objectives; b) the Grantee dissolves or fails to operate; c) the Grantee fails to comply with the terms and conditions of this agreement; d) the Grantee fails to comply with the requirements of any law or regulation applicable to you, the Foundation, or this grant.

9. Limitation of Support

This Agreement contains the entire agreement between the parties with respect to the Grant and supersedes any previous oral or written understandings or agreements.

I have read and agree to the terms and conditions of the Grant Agreement.

Beverly Vour
Signature

Beverly Vour
Printed Name

10/28/2016
Date

Executive Director
Title

AV
11/3/16

Grant Number: 20160673

Organization: Redlands Community Music Association





Strengthening Inland Southern California through Philanthropy



November 23, 2016

BOARD OF DIRECTORS

Philip Savage IV
Chair of the Board

Sean Varner
Vice Chair of the Board

Pat Spafford, CPA
Chief Financial Officer

Sergio Bohon
Secretary of the Board

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Rabbi Hillel Cohn

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D. Matthew Pim

Teresa Rhyne

Kathleen Sawa

Dr. Henry Shannon

Tamara Sipos

Beverly Stephenson

Randall Tagami

Diane Valenzuela

Dr. Jonathan Lorenzo Yorba
President and CEO

Ms. Beverly Noerr
Executive Director
Redlands Community Music Association
168 South Eureka Street
Redlands, CA 92373

Dear Ms. Noerr:

The Community Foundation is pleased to enclose a grant check for \$75,000 from the S. L. Gimbel Foundation, a component fund at The Community Foundation. By cashing the grant check, you are agreeing to the conditions stated under the *Terms of Grant* which you have signed and returned.

The completed Grant Evaluation form is due by November 15, 2017 and will be available online on The Community Foundations website under Grants/Forms. Please note that any grant variances or extensions must be requested in writing and in advance. Any remaining grant funds must be returned to The Community Foundation at the end of the grant period.

We greatly appreciate any help you can give us in publicizing the grant. Please use the following credit in any grant announcements or materials funded by the grant: **"The (name of project/program) is supported by a grant from The S. L. Gimbel Foundation."** You may send copies of articles printed in local papers, stories in your agency newsletter, annual report, press releases, and other publications for our files.

Please feel free to contact Celia Cudiamat, Executive Vice President of Programs, at 951-241-7777, ext. 114, if you have any questions.

Sincerely,

Jonathan Lorenzo Yorba, Ph.D.
President and CEO

20160673

41551

GIMB75



Confirmed in Compliance
with National Standards for
U.S. Community Foundations

3700 Sixth Street, Suite 200 ~ Riverside, California 92501
P: 951.241.7777 ~ F: 951.684.1911 ~ www.thecommunityfoundation.net

The Community Foundation
 Strengthening Inland Southern California through Philanthropy
 3700 SIXTH STREET, SUITE 200
 RIVERSIDE, CA 92501
 951-241-7777 / FAX 951-684-1911

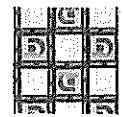
CITIZENS BUSINESS BANK
 A Financial Services Company
 3696 Main Street, Riverside, CA 92501
 90-3414/1222



PAY * Seventy-Five Thousand and no/100 *
 TO THE ORDER OF

DATE 11/08/2016 AMOUNT \$ ****75,000.00

Redlands Community Music Association
 168 South Eureka Street
 Redlands, CA 92373



Jonathan Lorenzo Yorba
Valia Andriamant
 AUTHORIZED SIGNATURE

Security features. Details on back.

⑈046551⑈ ⑆122234649⑆ 244624437⑈

The Community Foundation		41551
21924	Redlands Community Music Association	11/08/2016 041551
20160673	10/25/2016 Music in the Schools	75,000.00
GIMB	S.L. Gimbel Foundation Advised Fund	75,000.00

CHECK TOTAL: \$ ****75,000.00

The Community Foundation		41551
21924	Redlands Community Music Association	11/08/2016 041551
20160673	10/25/2016 Music in the Schools	75,000.00
GIMB	S.L. Gimbel Foundation Advised Fund	75,000.00

CHECK TOTAL: \$ ****75,000.00