

## 2025-2026 TWA Grant Application

### Contact Information

<b>Organization Name:</b>	<u>Odessa Arts</u>
<b>Contact Title:</b>	<u>Executive Director</u>
<b>Contact Name:</b>	<u>Randy Ham</u>
<b>Address:</b>	<u>115 W. 6th St.</u>
<b>City:</b>	<u>Odessa</u>
<b>Email Address:</b>	<u>randy@odessaarts.org</u>
<b>TWA Sponsor:</b>	<u>Sondra Eoff</u>
<b>TWA Sponsor Email:</b>	<u>sondra@eofficialinc.com</u>

### **Artistic Significance & Project Innovation and Creativity: (Question 3)**

#### **Organization's Mission:**

“Odessa Arts strengthens the community by supporting, promoting, and celebrating the arts across West Texas.

#### **Name of Project/Program to be Funded:**

Odessa Shakespeare Festival

#### **Project Description:**

Odessa Shakespeare Festival brings live Shakespeare by professional actors to 2,500 students in West Texas and New Mexico, with teacher workshops and resources that expand arts access and literacy.

#### **Project Purpose: What are the goals of the project/program?**

The project aims to expand arts access for students in West Texas and New Mexico through live Shakespeare performances that include singing, dancing, and a full artistic experience. Goals include enriching literacy and critical-thinking skills, deepening appreciation for the arts, and providing teachers with resources that inspire lasting engagement with theater, literature, and reading.

#### **Is this program offered at a cost to children? If there is a fee for this program, please enter the cost in numerical dollar amount per child to enroll.**

Yes, student fees are paid by the enrolling individual, such as the child, parent, or guardian. 5

**What is the expected number of children to be directly served by project/program?**

2500

**What is the age range of children served by this project/program?**

8-18yrs

**Identify the artistic discipline(s) included in this project/program: Check all that apply.**

Dance, Literary Arts, Music, Musical Theatre, Theatre, Theatre Set-Design, Visual Arts Education, literacy, acting, culture

### **Project Innovation and Creativity: (Question 4)**

**Describe how this program provides arts access for children.**

This program expands arts access by bringing live Shakespeare directly to students and ensuring full inclusion through the fully accessible Globe Theatre, including elevator access. After each performance, actors engage with students, answer questions, and deepen their connection to theater and the arts.

**Explain what makes this program/project innovative. Program/Project innovation differs for each community. If your program is a traditional arts experience but is unique to your community, please specify. If your program is innovative, relative to traditional arts offerings in your community, please specify.**

This program is innovative because it brings a traditional art form live Shakespeare to students in West Texas and New Mexico, performed by professional actors at the Globe Theatre, a replica of the classic venues where Shakespearean plays came to life centuries ago, giving students a rare, timeless theater experience

**What type or level of arts experience do children have as a result of your program? Please select one.**

Student Engagement: Children observe and are introduced to knowledge, skills, and content, and are invited to be an active participant in the arts example.

**Is this a new program? If the answer is NO, how long has the program been in existence?**

10 years

## **Organizational Management and Capability: (Question 5)**

The organization has the following human capital. Check all that apply.

Board, Staff, Project Manager/Director, Volunteers

Describe your organization's staffing structure.

<b>Number of full-time employees</b>	3
<b>Number of part-time employees</b>	1
<b>Number of volunteers</b>	25

Describe the qualifications and experience of the individuals who will provide this programming and work directly with children.

The programming is delivered by professionally trained actors and teaching artists from the Texas Shakespeare Festival's Roadshow—an award-winning company recognized nationally through Shakespeare in American Communities. Each performer is a highly qualified professional with formal training in theater, acting, music, or dance, and extensive experience working with young audiences. This seven-member ensemble creates live music, choreography, and dynamic performances, bringing Shakespeare to life with the skill and artistry of graduates from respected arts programs. Their background in performance and arts education ensures children receive a high-quality, engaging, and inspiring artistic experience.

### **Race and Ethnicity**

<b>Describe the race proportion of your:</b>	<b>Staff</b>	<b>Board</b>
<b>African American</b>	0	0
<b>American Indian or Alaska Native</b>	0	0
<b>Asian</b>	0	0
<b>Black or African American</b>	0	0
<b>Native Hawaiian or Other Pacific Islander</b>	0	0
<b>White</b>	50	59
<b>Two or More Races</b>	0	0
<b>Other</b>	50	41

<b>Describe the ethnicity of your:</b>	<b>Staff</b>	<b>Board</b>
<b>Hispanic/Latino</b>	50	50
<b>Not Hispanic/Latino</b>	50	50

## **Outside Support: (Question 5 continued)**

List community partners supporting the program:

Frost Bank, JC Ferguson, Odessa College

## **Organizational Funding: (Question 5 continued)**

Has the organization received a TWA Grant in the past? If so, which years?

No

### **Budget at a Glance**

<b>Total Organization Budget Amount</b>	770880
<b>Total Program/Project Budget</b>	40000
<b>TWA Grant Request</b>	30000
<b>Grant request's percentage of total organization budget. Cannot exceed 25%.</b>	3%

If awarded the full grant request, what amount of TWA funding would support the following categories? Please provide a numerical dollar amount for each area.

<b>Staffing/Salaries</b>	0
<b>Operational Expenses</b>	0
<b>Supplies and Materials</b>	10000
<b>Facilities (Rent/Mortgage)</b>	5000
<b>Technology Equipment</b>	0
<b>Instructional Resources and Curriculum</b>	5000
<b>Student Transportation Fees</b>	0
<b>Other: Please specify</b>	20000

### **Attachments Included**

1. Organization's current year budget.
2. Organization's final/actual budget for the previous year.
3. Program/project budget

**Other sources of revenue (\$2,000 or more) for the project/program: Provide a list of sponsors, grants, etc., and include dollar amounts.**

Confirmed revenue sources include Frost Bank (\$2,500), JC Ferguson Foundation (\$10,000), TCA Arts Respond Performance (\$5,391), Backstage Snacks Support (\$2,000), and TCA Arts Respond Performance (\$5,391).

## **Planning, Implementation, and Evaluation: (Question 5 continued)**

**Program Implementation (if new) or Operational Plan: How will/is this project/program administered? Limit 1500 characters including spaces. Please include details such as where the program will be hosted, how children will be enrolled, how students gain access to this program, if transportation is needed or provided, and how the program will be administered.**

This program is administered at the historic Globe Theatre at Odessa College, a fully accessible venue serving 732 students through two scheduled school performances (366 seats AM, 366 seats PM), with additional access for families, public, private, and home-school groups attending community evening shows with 366 seats per show, where students gain access when schools select a performance time, register their groups, and bring students to the Globe Theatre, participating in professional Shakespeare productions performed by the Texas Shakespeare Festival's acting company, engaging directly by observing live theater, participating in post-show interactive Q&A sessions with professional actors, joining guided literacy-focused workshops including juvenile retention and after-school theater cohorts, receiving teacher guides that extend learning before and after performances, while transportation is arranged independently by each school as needed since the program does not provide transport, and the entire administration model is built on scheduled enrollment, school-coordinated access, professional actor engagement, structured interaction, guided artistic observation, and extended literacy preparation.

**Evaluation Plan: How will you evaluate the success of this program? Limit 500 characters including spaces.**

Success will be evaluated through student and teacher surveys, attendance numbers, and school participation rates. We will measure student engagement during performances, Q&A sessions, and workshops, as well as teacher feedback on learning impact and classroom use of provided materials. Public performance attendance will further demonstrate community reach and program effectiveness.

**Program/Project Timeline: Provide a detailed timeline to implement this program. If you choose to upload a file to answer this question please type, "Project Timeline attached" in the box below. TWA grant funds must be spent between June 1 - May 31. Limit 800 characters including spaces.**

"Project Timeline attached"

**Program/Project Timeline: Optional File Upload.**

Odessa\_Shakespeare\_Festival\_Timeline\_Extended.pdf

## **Impact: (Question 6)**

**Demographic Information of Children Served**

**Demographic description of the children served by this project/program: Check all that apply.**

Low Socioeconomic

Low arts access

Children with disabilities or special needs

Children with health or medical challenges

Children recovering from an unusual life crisis. (i.e Foster Care, Neglect, Abuse, Trauma)

Children served represent cultural diversity

Schooling children and teenagers

**What percentage of children served by this program are considered at-risk? The term at-risk is used to identify students or groups of students who statistically have a higher probability of failing academically or dropping out of school.**

15

**What percentage of the children served by this program are economically disadvantaged?**

22

**Describe the community served by this program: Check all that apply.**

Rural, Urban, Suburban, Inner City, Major Metro Area, City- Large, City- Midsize, City- Small, Town, Distant

**Project Need: What need(s) does this project/program fulfill? Limit 200 characters including spaces**

Students in West Texas and New Mexico have limited arts access. This project brings Shakespeare, music, and movement, plus a fully immersive theater experience at the Globe Theatre at Odessa College.

**Describe the race percentage of the student population served by the program. Please enter a numerical percentage for each. Percentages must add up to 100%.**

American Indian or Alaska Native	1
Asian	1
Black or African American	6
Native Hawaiian or Other Pacific Islander	0

White	25
Two or More Races	2
Other	65

What percentage of the children served by this program are Hispanic/Latino? Enter a numerical response totaling 100%.

Hispanic/Latino	65
Not Hispanic/Latino	35

### **Optional Content Provided**

**Is there anything else that should be considered about this project/program? (Optional)**

This program serves many rural and underserved communities with limited access to professional arts experiences. Its impact extends beyond performance week through teacher resources and workshops that support continued learning. The fully accessible Globe Theatre ensures equitable participation for all students. Strong community partnerships and recurring support contribute to the program's long-term sustainability and regional cultural enrichment.

Internal Revenue Service  
District Director

Department of the Treasury

Date: 13 JUL 1981

Our Letter Dated:  
September 4, 1979  
Person to Contact:

▷ Odessa Cultural Council  
P.O. Box 7195  
Odessa, Texas 79760

Contact Telephone Number:  
(214) 767-2728  
EO:7213:309:GW  
DAL:EO:81-2739

EIN 75-1663253

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

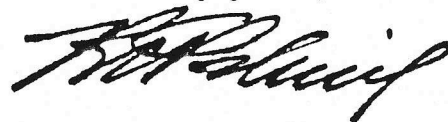
Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 170(b)(1)(A)(vi). Your exempt status under section 501(c)(3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 170(b)(1)(A)(vi) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) organization.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



R. C. Voskuil  
District Director

**ODESSA COUNCIL FOR THE  
ARTS & HUMANITIES**

**FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2024 AND 2023**

**RON KIRBY, CPA**  
CERTIFIED PUBLIC ACCOUNTANT

2626 JBS PARKWAY, STE B-200  
ODESSA, TEXAS 79761-1958  
432-550-2708  
FAX 432-552-0032

MEMBER OF  
AMERICAN INSTITUTE OF CERTIFIED  
PUBLIC ACCOUNTANTS  
DIVISION OF CPA FIRMS  
PRIVATE COMPANIES PRACTICE SECTION  
TEXAS SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Board of Trustees of  
Odessa Council for the Arts & Humanities

Management is responsible for the accompanying financial statements of Odessa Council for the Arts & Humanities (a nonprofit organization), which comprise the statements of financial position and as of September 30, 2024 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The prior year summarized comparative information has been derived from the Organization's 2023 compiled financial statements, and, in our report dated January 7, 2024, we did not express an opinion or any other form of assurance on those financial statements.

*Ron Kirby, CPA*

December 15, 2024



**ODESSA COUNCIL FOR THE ARTS & HUMANITIES**  
**STATEMENTS OF FINANCIAL POSITION**  
**SEPTEMBER 30, 2024**  
**(WITH COMPARATIVE TOTALS FOR 2023)**

	<u>2024</u>	<u>2023</u>
<b>ASSETS</b>		
Cash	\$ 234,348	\$ 377,863
TOTAL ASSETS	<u>234,348</u>	<u>377,863</u>
<b>LIABILITIES AND NET ASSETS</b>		
Note Payable		<u>81,130</u>
	<u>86,110</u>	
TOTAL LIABILITIES		<u>81,130</u>
	<u>86,110</u>	
<b>NET ASSETS</b>		
Without Donor Restrictions		153,218
		291,753
With Donor Restrictions		=
		<u>          -</u>
TOTAL NET ASSETS		153,218
		291,753
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 234,348</u>	<u>\$ 377,863</u>

See accompanying notes and accountant's compilation report.

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES  
STATEMENTS OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2024  
(WITH COMPARATIVE TOTALS FOR 2023)**

	Without Donor Restrictions	With Donor Restricted	Total Classes	
			2024	2023
<b>REVENUE &amp; OTHER SUPPORT</b>				
Memberships	\$ 24,886	\$ -	\$ 24,886	\$ 30,183
Contributions	-	-	-	10,000
City of Odessa	475,000	-	475,000	450,000
Special Events	300,185	-	300,185	248,381
Development Income	20,373		20,373	123,948
Interest Income	-	-	-	-
<b>TOTAL REVENUE &amp; OTHER SUPPORT</b>	820,444	-	820,444	862,512
<b>EXPENSES</b>				
Program Services	744,772	-	744,772	558,788
Management and General	26,116	-	26,116	25,147
Fundraising	188,091	-	188,091	223,132
<b>TOTAL EXPENSES</b>	958,979	-	958,979	807,067
<b>CHANGES IN NET ASSETS</b>	(138,535)	-	(138,535)	55,443
<b>Net assets, beginning of year</b>	291,753	-	291,753	236,310
<b>Net assets, end of year</b>	\$ 153,218	\$ -	\$ 153,218	\$ 291,753

See accompanying notes and accountant's compilation report.

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES**  
**STATEMENTS OF FUNCTIONAL EXPENSES**  
**YEAR ENDED SEPTEMBER 30, 2024**  
**(WITH COMPARATIVE TOTALS FOR 2023)**

	<u>Programs</u>	Management and <u>General</u>	<u>Fundraising</u>	<u>Total</u>	
				<u>2024</u>	<u>2023</u>
Salaries	\$ 146,658	\$ 9,361	\$ -	\$ 156,019	\$ 160,721
Employee Benefits	32,701	2,087	-	34,788	21,758
Payroll Taxes	<u>36,298</u>	<u>2,243</u>	<u>-</u>	<u>38,541</u>	<u>12,295</u>
 Total Salary and Related Expense	 215,657	 13,691	 -	 229,348	 194,774
 Accounting Fees	 2,820	 180	 -	 3,000	 2,775
Supplies/Office Expense	12,480	520	-	13,000	7,856
Telephone	1,662	69	-	1,731	1,394
Postage	4,212	175	-	4,387	2,863
Printing and Promotion	85,350	3,556	-	88,906	59,079
Information Technology	6,518	272	-	6,790	12,515
Equipment Maintenance	4,848	202	-	5,050	130
Travel	566	24	-	590	7,122
Interest Expense	-	-	-	-	2,383
Insurance	3,315	282	-	3,597	3,169
Rent	24,000	1,000	-	25,000	20,000
Miscellaneous	19,290	804	-	20,094	29,063
Special Events	-	-	188,091	188,091	221,749
Development Expense	128,196	5,341	-	133,537	75,981
Volunteer of the Year	-	-	-	-	1,383
Grants to Others	<u>235,858</u>	<u>-</u>	<u>-</u>	<u>235,858</u>	<u>164,831</u>
 Total Before Depreciation	 \$ 744,772	 \$ 26,116	 \$188,091	 \$ 958,979	 \$ 807,067
 Depreciation		<u>-</u>	<u>-</u>	<u>-</u>	
	=	<u>-</u>			
 Total Functional Expenses	 <u>\$ 925,339</u>	 <u>\$ 33,640</u>	 <u>\$ -</u>	 <u>\$ 958,979</u>	 <u>\$ 807,067</u>

See accompanying notes and accountant's compilation report.

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES  
STATEMENTS OF CASH FLOWS  
YEAR ENDED SEPTEMBER 30, 2024  
(WITH COMPARATIVE TOTALS FOR 2023)**

CASH FLOWS FROM OPERATING ACTIVITIES	<u>2024</u>	<u>2023</u>
Cash collected from revenue and other support		\$ 861,127
Cash paid for operating expenses		(805,684)
Interest received		-
	=	
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<b>(153,218)</b>	<b>55,443</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Capital expenditures	-	-
Proceeds from sale of assets		-
	=	
<b>NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES</b>		<b>-</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Net proceeds from borrowings	-	-
Repayments of debt	<u>(4,980)</u>	<u>(4,066)</u>
<b>NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES</b>	<b>(4,980)</b>	<b>(4,066)</b>
Net increase (decrease) in cash		51,377
	(143,515)	

CASH at beginning of year	<u>377,863</u>	<u>326,486</u>
CASH at end of year	<u>\$ 234,348</u>	<u>\$ 377,863</u>
RECONCILIATION OF DECREASE IN NET ASSETS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:		
Increase (Decrease) in net assets		
	\$ (138,535)	\$ 55,443
Adjustments to reconcile decrease in net assets to net cash used by operating activities		
Due from City		
	-	-
Accounts Receivable		-
	-	-
Grants Payable		-
	-	-
Accounts Payables - Other		-
	-	-
Prepaid Expenses	<u>-</u>	<u>-</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ (138,535)</u>	<u>\$ 55,443</u>

See accompanying notes and accountant's compilation report.

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization**

The Odessa Council for the Arts & Humanities (the Council) was organized and incorporated under the Texas Non-Profit Corporation Act on September 2, 1978.

The purpose and objectives of the Council shall be to:

- a. Promote the arts (fine arts, performing arts, creative arts) and humanities (traditional liberal arts

including history, library, and literature) activities within 12 miles of Odessa or in Ector County and to serve as a coordinating body for the individual organizations.

- b. Administer the hotel/motel Occupancy Tax revenues received by contract with the City of Odessa to promote and develop the city's cultural resources and attractions of Odessa for the purpose of attracting out-of-town visitors and promoting tourism.
- c. Establish joint programs with the Chamber of Commerce and Convention and Visitors Bureau; and hotels/motels, restaurant, and merchant groups to further these objectives; and
- d. Initiate programs to encourage active participation in all forms of the arts and humanities by the total community. No activity will be sponsored or endorsed that discriminates against any individual because of race, creed, sex or age.

### **Basis of Reporting**

The financial statements of the Odessa Council for the Arts and Humanities have been prepared on the accrual basis. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the readers.

### **Basis of Presentation**

The organization prepares its financial statements in accordance with generally accepted accounting principles promulgated in the United States of America (U.S. GAAP) for NFPs. The significant accounting and reporting policies used by the organization are described subsequently to enhance the usefulness and understandability of the financial statements.

### **Net Assets**

The financial statements report net assets and changes in net assets in two classes that are based upon the existence or absence of restrictions on use that are placed by its donors, as follows:

## **ODESSA COUNCIL FOR THE ARTS & HUMANITIES NOTES TO FINANCIAL STATEMENTS**

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)**

- **Net Assets Without Donor Restrictions**

Net Assets without donor restrictions are resources available to support operations. The only limits on

the use of donor restrictions are the broad limits resulting from the nature of the Council, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into on the course of its operations.

- **Net Assets With Donor Restrictions**

Net Assets with Donor Restrictions are resources that are restricted by a donor for use for a particular purpose or in a particular future period. The Council unspent contributions are classified in this class if the donor limited their use, as are the unspent appreciation of its donor-restricted endowment funds.

When a donor's restriction is satisfied, either by using the resources in the manner specified by the donor or by the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from the net assets with donor restrictions to net assets without restrictions. Net assets restricted for the acquisition of buildings or equipment (or, less commonly, the contribution of those assets directly) are reported as a restricted donor until the specified asset is placed in service by the organization, unless the donor provides more specific directions about the period of its use.

Some net assets with donor restrictions are resources whose use by the organization is limited by donor-imposed restrictions that neither expire by being used in accordance with a donor's restriction nor by the passage of time. The portion of the church's donor-restricted endowment funds that must be maintained in perpetuity are classified in this net asset class, as is the organization's beneficial interest in a perpetual charitable trust held by a bank trustee. All are reported as Net Assets with Donor Restrictions.

All revenue and net gains are reported as an increase in Net Assets Without Donor Restrictions in the statement of activities unless the use of the related resources is subject to donor restrictions. All expenses and net losses other than losses on endowment investments are reported as decreases in net assets without donor restrictions. Net losses on endowment investments reduce without donor restrictions' net assets to the extent that net gains of the fund from prior years are unspent and classified there; remaining losses are classified as decreases in without donor restrictions' net assets. If an endowment fund has no net gains from prior years, such as when a fund is newly established, net losses are classified as a decrease without donor restrictions.

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)**

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of certain assets and liabilities, and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from such estimates.

### **Fair Value**

Cash equivalents are short-term, interest-bearing, highly liquid investments with original maturities of three months or less, unless the investments are held for meeting restrictions of a capital or endowment nature.

### **Contributions**

In accordance with authoritative literature, contributions received are recorded as net assets with donor restrictions or without donor restrictions support, depending on the existence and/or nature of any donor restrictions.

All other donor-restricted support is reported as an increase in net assets with donor restrictions net assets depending on the nature of the restriction. When a restriction expires (that is, when stipulated time restriction ends or the purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

### **Cash and Cash Equivalents**

For the purposes of the statement of cash flows, the Council considers all short-term investments with an original maturity of three months or less to be cash equivalents.

The Council maintains its cash balances in one financial institution. The amounts on deposit as of September 30, 2024, exceeded the \$250,000 federally insured limit. The Council has not experienced any losses in such accounts. Management believes the Council is not exposed to any significant credit related to cash.

### **Subsequent Events**

The Council has evaluated events subsequent to the date of the statement of net assets (September 30, 2024) through November 1, 2024, the date these financial statements were suitable to be issued, and concluded that no significant subsequent event has occurred that would require disclosure in the notes or recognition in the financial statements

### **Concentration of Credit Risk**

The Company maintains its cash balances in a financial institution in Odessa, Texas. During the year, the amounts on deposit exceeded the \$250,000.00 federally insured limit. The Company has not experienced any losses in such accounts. Management believes the Company is not exposed to any significant credit risks related to cash.

**NOTE 2 - FEDERAL INCOME TAXES**

The Council qualifies as a non-profit organization under Section 501(c) (3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made in the accompanying statements. Management is required to evaluate the tax positions taken by the Council and recognize a tax liability if the organization has taken an uncertain tax position that more likely than not would not be sustained upon examination by the IRS. Management has analyzed the tax positions of the Council and has concluded that as of September 30, 2024, there are no uncertain tax positions taken or expected to be taken that would require recognition of a liability or disclosure in the financial statements. The Council Forms 990 are subject to examination by the IRS, generally for the three years after they were filed. Management believes it is no longer subject to income tax examination for years prior to 2020.

**NOTE 3 - GRANTS PAYABLE**

Approximately \$93,000 remains to be paid in the calendar year 2024.

**NOTE 4 - FUNCTIONAL ALLOCATION OF EXPENSES**

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**NOTE 5 - SUMMARIZED FINANCIAL INFORMATION FOR 2023**

The financial information for the year ended September 30, 2023, presented for comparative purposes, is not intended to be a complete financial statement presentation.

**NOTE 6 - LIQUIDITY**

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date.

Comprise the following:

Cash	<u>\$ 234,348</u>
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**NOTE 7 - OPERATING LEASE COMMITMENTS**

The Council leases an office under monthly operating leases. Lease expense for the office under operating leases existing on September 30, 2024, and 2023 was \$25,000 and \$20,000, respectively, for the year ended. Minimum future rental payments under non-cancelable operating leases having a remaining term of one year as of September 30, 2024.

Year Ending September 30<sup>th</sup>

2024

\$ 25,000

**ODESSA COUNCIL FOR THE ARTS & HUMANITIES  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 8 – NOTE PAYABLE**

Odessa Council for the Arts & Humanities incurred a Small Business Administration loan for \$96,900 from the Small Business Administration on May 13, 2020, with a 2.75% interest rate. No payments are due on the loan for one year from the date of first disbursement of the loan. The note will mature thirty years from the date of first disbursement of the loan.

Maturity of Long-Term Debt:

Year Ending September 30:

2025	\$ 4,980
2026	4,980
2027	4,980
2028	4,980
2029	4,980
Thereafter	<u>61,210</u>

\$ 86,110

	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Total Budget	HOT Funds
Revenue														
4200 Development Income														0.00
4205 Operational Grants	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	96,000.00	
4206 Undesignated Grant	16,666.66	16,666.66	#####	16,666.66	#####	#####	#####	16,666.66	#####	#####	#####	#####	200,000.00	
4207 Undesignated Donation													0.00	
4208 Board Meaningful Gifts		2,000.00											2,000.00	
4211 Internet Donations		5,000.00											5,000.00	
4212 B&W Ball								150,000.00					150,000.00	
Total 4200 Development Income	\$ 24,666.66	\$31,666.66	#####	\$24,666.66	#####	#####	#####	#####	#####	#####	#####	#####	\$ 453,000.00	
4400 Memberships	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.37	40,000.00	
4401 General Indiv./Discounted SS/ST \$25													0.00	
4402 Patron Indiv./Friend \$200													0.00	
4405 Supporting Org./Patron \$1000													0.00	
4406 General Org. \$250													0.00	
4408 Supporting Indiv./Patron \$500													0.00	
>\$1000													0.00	
4411 Underwriter Org./Indiv. >\$5000													0.00	
4412 General Indiv. \$50													0.00	
4413 Family \$100													0.00	
4414 Nonprofit Org. \$150													0.00	
4415 Gen Indiv./Artisist/Discounted													0.00	
Total 4400 Memberships	\$ 3,333.33	\$ 3,333.33	#####	\$ 3,333.33	#####	#####	#####	\$ 3,333.33	#####	#####	#####	#####	\$ 40,000.00	
4500 Miscellaneous													0.00	
4501 Food/Meats	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	
4503 Refunds													0.00	
Total 4500 Miscellaneous	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00	
4810 Service fee reversal													0.00	
4900 CITY OF ODESSA/HM TAX	231,250.00			231,250.00			#####			#####			925,000.00	\$925,000.00
7200-1 Beacon Magazine													0.00	
7500 Music & Arts Events													0.00	
7500-1 First Friday													0.00	
Total 7500 Music & Arts Events	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
7750 Public Art	16,666.66	16,666.66	#####	16,666.66	#####	#####	#####	16,666.66	#####	#####	#####	#####	200,000.00	
7750-2 Bright Star													0.00	
7750-3 UTPB Public Art Plan													0.00	
7750-4 Spire													0.00	
7750-5 Basin 52													0.00	
Total 7750 Public Art	\$ 16,666.66	\$16,666.66	#####	\$16,666.66	#####	#####	#####	\$ 16,666.66	#####	#####	#####	#####	\$ 200,000.00	
7800 Shakespeare Festival Income		25,000.00											25,000.00	
8549 Literary Events Income													0.00	
8549-1 One Book													0.00	
Total 8549 Literary Events Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
9700 MuralFest													0.00	
Total Revenue	#####	\$76,866.65	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	\$ 925,000.00
Gross Profit	#####	\$76,866.65	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####	#####
Expenditures														
5200 Development Expense	10,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	65,000.00	
5202 Ornaments & Cards													0.00	
5203 Black & White Ball								120,000.00					120,000.00	
Total 5200 Development Expense	\$ 10,000.00	\$ 5,000.00	#####	\$ 5,000.00	#####	#####	#####	#####	#####	#####	#####	#####	\$ 185,000.00	
5500 Outreach													0.00	
5650 Bank Service Charges													0.00	
5651 Operating Account													0.00	
Total 5650 Bank Service Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
6022 GRANT EXPENSE 22													0.00	
6023 GRANT EXPENSE 23													0.00	
6024 GRANT EXPENSE 24													0.00	
6025 GRANT EXPENSE 25	75,000.00			75,000.00			#####		#####	#####	#####	#####	300,000.00	\$300,000.00
6550 SALARY EXPENSE	24,750.00	24,750.00	#####	24,750.00	#####	#####	#####	24,750.00	#####	#####	#####	#####	297,000.00	\$297,000.00
6555 PAYROLL PROCESSING	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00	\$2,400.00
6560 PAYROLL TAXES	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00	\$60,000.00
6565 INSURANCE	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00	\$60,000.00
6996 Cultural Plan (National)	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00	
6997 COVID Relief Loan Payment	415.00	415.00	415.00	415.00	415.00	415.00	415.00	415.00	415.00	415.00	415.00	415.00	4,980.00	
6999 401k Match													13,000.00	
7744 Beacon West Magazine	10,000.00				#####				#####				30,000.00	
7744-1 Printing													0.00	
7744-2 Articles													0.00	
7744-3 Marketing													0.00	
Total 7744 Beacon West Magazine	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	#####	\$ 0.00	\$ 0.00	\$ 0.00	#####	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30,000.00	
8200 Marketing													0.00	
8202 Print													0.00	
8203 Broadcast													0.00	
8204 Digital													0.00	
Total 8200 Marketing	\$ 10,666.66	\$10,666.66	#####	\$10,666.66	#####	#####	#####	\$ 10,666.66	#####	#####	#####	#####	\$ 128,000.00	\$ 100,000.00
8450 Public Art-Exp.	18,750.00	18,750.00	#####	18,750.00	#####	#####	#####	18,750.00	#####	#####	#####	#####	225,000.00	
8452 Spire Expenses													0.00	
8454 Bright Star Expense													0.00	
8457 UTPB Public Art Plan													0.00	
Total 8450 Public Art-Exp.	\$ 18,750.00	\$18,750.00	#####	\$18,750.00	#####	#####	#####	\$ 18,750.00	#####	#####	#####	#####	\$ 225,000.00	
8500 Music & Arts Events- Exp.	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.66	4,166.74	50,000.00	
8509 First Friday	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00	
Total 8500 Music & Arts Events- Exp.	\$ 9,166.66	\$ 9,166.66	#####	\$ 9,166.66	#####	#####	#####	\$ 9,166.66	#####	#####	#####	#####	\$ 110,000.00	
8550 Literary Events													0.00	
8551 One Book													0.00	
Total 8550 Literary Events	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
8700 Council Memberships Exp.	5,000.00												5,000.00	
8701 Sponsorships													0.00	
9000 Administrative Exp.													0.00	
9001 Insurance	5,000.00												5,000.00	
9002 Utilities	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	1,135.00	13,620.00	
9003 Postage	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00	
9004 Office													0.00	
9004-1 Kitchen	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00	
9004-2 Technology	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	10,200.00	
9004-4 Office Supplies	1,000.00													

## Odessa Shakespeare Festival – Comprehensive Budget

### 1. Project Expenses

The following table summarizes all direct costs associated with producing the Odessa Shakespeare Festival, including artist fees, venue, production, audience services, and a conservative 10% allocation for administrative time.

Category	Description	Cost
Texas Shakespeare Festival Performance Fee	Professional Shakespeare touring company, full week of educational and public performances.	\$20,000.00
Globe Theatre Rental – Odessa College	Historic Globe Theatre venue rental for student matinees and public performances.	\$5,000.00
Blue Light Designs – Sound, Lighting, Photo & Video	Technical production (sound and lights) plus professional photo and video documentation.	\$2,000.00
Marketing, Flyers & Media Advertising	Graphic design, printed flyers, digital media, and paid advertising.	\$1,500.00
MCM Elegante Hotel – Lodging for Artists	7 cast members × 8 nights × \$119 per night + 10% hotel tax (base: \$6,664.00; tax: \$666.40).	\$7,330.40
Administrative Staff Time (10% allocation)	Executive and administrative coordination, school bookings, communications, and grant management.	\$3,583.04

**Total Project Expenses:    \$39,413.44**

## 2. Confirmed Support (Sponsors)

The following confirmed supporters are already invested in the Odessa Shakespeare Festival. These funds demonstrate strong community commitment and help leverage additional grant support.

<b>Sponsor</b>	<b>Confirmed Amount</b>
JC Ferguson Foundation	\$10,000.00
Frost Bank	\$2,500.00
TCA Arts Respond Performance	\$5,391.00
Backstage Snacks Support	\$100.00

**Total Confirmed Support: \$17,991.00**

## 3. Project Income Scenarios

To clearly show the impact of this grant, the budget is presented with two parallel income scenarios: a current ticket-based model and a grant-funded educational access model in which students attend at no cost.

### Scenario 1 – Current Ticket Model (Schools / Parents Pay)

Under the current model, schools purchase student tickets, and the festival also generates income from two public performances. Confirmed sponsor support is included.

<b>Income Source</b>	<b>Assumptions</b>	<b>Amount</b>
Student Tickets – Weekday Performances	Morning shows sold out (366 seats × 5 days) and afternoon shows at 50% capacity (183 seats × 5 days) at \$5.00 per student.	\$13,725.00

Public Performance Tickets	Projected 200 attendees per night × 2 nights at \$7.18 per ticket.	\$2,872.00
Confirmed Sponsor Support	JC Ferguson Foundation, Frost Bank, TCA Arts Respond Performance, Backstage Snacks Support.	\$17,991.00

**Total Income – Scenario 1: \$34,588.00**

**Net Position – Scenario 1 (Income – Expenses): \$-4,825.44**

**Scenario 2 – Grant-Funded Educational Access (Students Attend Free)**

In the proposed grant-funded model, approximately 2,500 students from West Texas and New Mexico attend at no cost. Student ticket charges are removed; the festival relies on confirmed sponsors, public performances, and the requested grant to cover remaining costs.

<b>Income Source</b>	<b>Assumptions</b>	<b>Amount</b>
Student Tickets – Educational Performances	No charge to schools; approximately 2,500 students attend free of cost (covered by grant support).	\$0.00
Public Performance Tickets	Projected 200 attendees per night × 2 nights at \$7.18 per ticket.	\$2,872.00
Confirmed Sponsor Support	JC Ferguson Foundation, Frost Bank, TCA Arts Respond Performance, Backstage Snacks Support.	\$17,991.00

**Total Income – Scenario 2 (Students Free): \$20,863.00**

**Net Position – Scenario 2 (Income – Expenses, before requested grant): \$-18,550.44**

This deficit in Scenario 2 demonstrates the need for Texas Cultural Trust support to remove financial barriers for schools while sustaining the artistic and educational quality of the Odessa Shakespeare Festival.

## Odessa Shakespeare Festival – Project Timeline

**March – April (8 months before event):** The Executive Director initiates contact with the Texas Shakespeare Festival Roadshow to discuss availability, performance titles, and touring capacity. Early planning includes budget projections, potential grant opportunities, and alignment with Odessa Arts’ annual programming goals.

**May (6–7 months before event):** Formal confirmation with TSF is completed. The team finalizes performance titles, general schedules, and touring requirements. Sponsorship outreach to foundations and corporate partners begins. Internal planning meetings define staffing needs, technical expectations, and preliminary media strategies.

**June – July (4–5 months before event):** Full logistics planning begins. Hotel reservations at the MCM Elegante are secured for the 7-member cast for 7 nights. Globe Theatre venue confirmations are finalized, including technical specifications, stage access, load-in plans, and ADA accessibility coordination. Photographer and videographer schedules are set, and podcast production is mapped out. Marketing concepts, flyers, and press materials enter development.

**August (3 months before event):** School registration officially opens. Public, private, and home-school groups across West Texas and New Mexico receive invitations. District coordinators begin selecting morning or afternoon show slots (366 seats per show). Outreach intensifies to ensure participation from rural and underserved communities.

**September (2 months before event):** All educational materials—including study guides, lesson plans, and teacher packets—are distributed. Schools confirm their own transportation plans. Social media campaigns, flyer distributions, and local press announcements begin. Podcast interviews and backstage content preparation move forward.

**October (1 month before event):** Final production meetings occur between Odessa Arts, Globe Theatre staff, and TSF Roadshow. Technical run-through planning begins. Press interviews are scheduled with local media, and photographer/videographer confirm shot lists. Volunteer coordination and event staffing preparations are finalized.

**Mid-November (Performance Week):** TSF Roadshow arrives and checks into the hotel. Technical load-in at the Globe Theatre is completed. Student performances take place (732 students across morning and afternoon). Public performances follow in the evenings. Actors lead Q&A sessions with students and deliver specialized workshops for juvenile retention programs and after-school theatre groups.

**Late November – Early December (Post-Event):** Surveys are distributed to teachers and students. Attendance numbers, community engagement metrics, and media reach are analyzed. Sponsor reports are compiled. Odessa Arts conducts an internal debrief to refine logistics and audience engagement strategies for the next year.

# Timeline Graphic



