

Town of East Montpelier FY2022 Funding Requests

Each year the Town of East Montpelier receives requests for funds from many different organizations. The Selectboard appoints a committee to review the requests and to recommend which should appear on the Town Meeting Warning for action. The committee requires certain information to make sound decisions for each request. In order for your organization to be considered for funding, it is mandatory that you complete this information form. Submit the form and supplementary information to:

Funding Request Study Committee
Town of East Montpelier
P.O. Box 157, East Montpelier, VT 05651-0157 (submit by mail)
manager@eastmontpeliervt.org (submit by email)

on or before **Friday, October 23, 2020**. Incomplete forms and/or requests received after this date will be disqualified for funding. The Committee reserves the right to require any requesting organization to defend its request in person at the Committee's annual meeting normally held in early November. An organization applying for the first time or requesting a substantial increase in funding should expect an invitation to attend the annual meeting.

If your organization operates two or more programs with separate budgets or funding sources, please fill out one form for each program. All information should be given for your latest complete fiscal year (12 months). Approved requests will be acknowledged in the fiscal year 2022 (July 1, 2021 – June 30, 2022) budget for the Town of East Montpelier. Please feel free to submit any other information you feel would be helpful to the committee in making their decision.

If you have any questions please contact Bruce Johnson, Town Administrator, at (802) 223-3313 x 204 or manager@eastmontpeliervt.org.

STANDARD INFORMATION

Organization: T.W.Wood Gallery
Address: ___46 Barre St. Montpelier, VT 05602

Fiscal Year Reported: 2018

Program Description: The T.W. Wood Gallery is a small nonprofit organization located in downtown Montpelier at 46 Barre Street in the Center for Arts & Learning building. We serve children, youth, families, adults, seniors and other Central Vermont residents (including many living in East Montpelier) in art educational and hands on activities. The Gallery is unique to Central Vermont in being both a historical Museum with a large permanent art collection of work from the mid 1850's-1950's that started up in 1896. This year, 2020, was our 125th anniversary!

The Gallery also exhibits contemporary Vermont artists work. *There is no admission fee to the Gallery.* There is a donation box by the entry door. Our goal is to provide everyone access to this valuable community resource. Visitors can stop by for 10 minutes or spend a few hours viewing the exhibits. While our gallery has been open only by appointment for the past few months, we are also offering monthly small group tours, so people still have access to the collections.

Education is a primary goal for the Gallery for both the local community members and out of town visitors alike. Since summer, we have been meeting the urgent need for youth activities and education that has resulted from Covid 19, and offered camps and an extended after school art program that are designed to follow CDC guidelines. We are offering financial aid to families who would not otherwise be able to attend.

Name of Person filling out this form: Margaret Coleman

Name of Person to contact with questions: Margaret Coleman

Phone Number: (802) 262-6035 E-mail: mcoleman@twwoodgallery.or

AMOUNT OF FUNDING REQUEST: \$500
SERVICE INFORMATION

What is your organization's service area? State? Washington County? or Other?

The Gallery serves Central Vermont and beyond. Our key areas are the nearby towns of Barre, Berlin, Calais, East Montpelier, Marshfield, Middlesex, Montpelier, Plainfield and Woodbury and Worcester.

What is the total number of individuals served by your organization in your prior Fiscal Year? Approximately 3,000 individuals. Our numbers decreased due to Covid 19.

How many people in East Montpelier were served by your organization in the same period? Approximately 250 East Montpelier residents

What type of service(s) does your organization provide to East Montpelier residents? Several East Montpelier families participate in our summer camp programs. We also exhibit the art work of East Montpelier residents, and have residents attend events, receptions, and teach workshops.

Approximately how many staff hours are dedicated to provide the services your organization offered East Montpelier residents during this time period?

50 hours

What services does your organization provide that are not available elsewhere?

The Gallery's has a large permanent collection of art from the 1850-s to 1950's that are available for all to view at no charge. We are the only historical art museum in Central Vermont. The Gallery highlights the artwork of Thomas Waterman Wood from the 1800;s and the Works progress Administration from the 1930-s and 1940's. We offer free tours of the collection, free art receptions. We offer a meeting place for people of Central Vermont, and a place to connect around art and creativity. As part of our 125th, we put up several exhibitions outside of the gallery as well, to expand accessibility and visibility.

What (if any) organizations provide similar services?

The Vermont State House offers tours and exhibits which includes some of the T.W. Wood Gallery's artwork along with artwork from their own collection. The Montpelier Recreation Center holds classes and the local Montpelier and Twin Valley Senior Centers hold art classes but they are limited and are only for seniors.

The Vermont Supreme Court exhibits solo shows of VT. artist's work. However the Gallery shows a regularly changing variety of Vermont contemporary artists with new exhibits up every month. The Kellogg Hubbard Library holds speaking events and occasional exhibits of VT artists work but their shows are not as extensive as the Gallery's. The Front is a small cooperative Gallery down the Street from the T.W. Wood Gallery but their exhibit space is very small and limited.

If applicable, how does your organization collaborate with organizations providing similar services?

This past year, we have put up exhibitions at the History Museum, City Hall, the Kellogg-Hubbard Library, as well as the Statehouse. We have been planning several events and exhibitions that are currently postponed, but are planning to host them collaboratively with other local institutions when it is prudent to do so.

In what way are the services your organization provides preventative in nature?

The Gallery offers a wide variety of educational activities for children, teens and adults. Art can be especially important during times of stress and for both children and adults and can engage the heart, mind and hands. Currently, we find ourselves providing a place of respite, where, for example, two people could reserve a spot and have the opportunity to view the collections without worry about crowds.

Our youth art programs are especially vital for children to gain self-confidence and shine. Our programs have allowed for some social interaction for children, and a place to engage their creativity.

FINANCIAL INFORMATION

How did your organization determine the amount of the funding request? Please explain in detail your reasoning for any increase or decrease (use attached sheet if necessary).

Our database of East Montpelier residents has grown, and have been tracking towns where our participants live. We draw a significant percentage of our attendees from East Montpelier, and this year, we are basing our request upon last year's grant received, of \$500. This allows for an amount of administrative time to focus on cultivating growing participation from East Montpelier.

If approved by the town, how will your organization use the funds?

The funding goes toward administrative costs to support programs that East Montpelier residents participate in.

Do any of your grant sources require local financial commitment? Explain.

As of September, 2020, we are the recipients of a Vermont Arts Council Partnership Grant, which requires a match of \$3,000.

We also rely heavily on volunteers and Board members for their contributions of time. Grants often require in kind support which is in the form of volunteer time given to the Gallery. We have a volunteer curator of the permanent art collection, who organized the 125th anniversary, a volunteer visual arts committee to plan exhibits and a nine member volunteer Board.

Is your organization approved by the IRS as tax-exempt? yes

If yes, indicate your approval type: 501c3: other: _____

INCOME SOURCES 2019	PERCENT OF INCOME	TOTAL INCOME
Federal	0	
State	0	
Local Towns	.046	\$7,500
Youth Art Education	49%	\$80,365
Art Sales	9%	\$15,769
Foundation Donations		
Grants		
Membership Donations	6%	\$10,310
Donations, other	16%	\$26,691
Room rental	4%	\$6,012
Art Classes	3%	\$5,498
Investment Income	2%	\$2,658
Transfer from Savings	6%	\$10,000
TOTAL INCOME		\$162,575

EXPENDITURES	Budgeted Percent	Budgeted Dollars	Actual Expense Percent	Actual Expense Dollars
Personnel	56%	\$85,575	63%	\$102,435
Insurance/Rent/Utilities	14%	\$21,130	20%	24,000- rent 9,218- insurance
Teachers for classes and camps contracted)	10%	\$14,000	10%	\$15,742
Office Supplies	1%	\$810	1%	\$1,265
Bookkeeping	3%	\$4,000	2%	\$2,528
Curatorial expenses	2%	\$2,465	2%	\$2,882
Misc expenses security system, repairs, profess, postage, bank fees, advertising, artist fees, sales tax	11%	16,496	3%	\$ 4,505
Total	97%	152,575	100	\$162,575

Number of full-time paid staff positions (full-time equivalents or hours): 1 full time, 4 part time (part time staff total an additional 35-40 hours per week)

Number of full-time volunteer staff positions (full-time equivalents or hours): 2