

RESOLUTION

WHEREAS, the City of Morgantown must submit the necessary paperwork to obtain \$20,000 for the West Virginia Public Theatre which has been listed as a project for a Community Participation Program Grant; and

WHEREAS, the grant would help to fund production expenses ;and

WHEREAS, Morgantown City Council is of the opinion that this project is of great benefit to the residents of Morgantown.

NOW, THEREFORE, BE IT RESOLVED by the City of Morgantown this 19th day of November, 2013, that the City agrees to apply for and administer the Community Participation Grant Program, Project Number 13LEDA1014N, funds for use for the West Virginia Public Theatre

Mayor

City Clerk

Community Participation Grant Program

Fiscal Year 2010



Grantee: City of Morgantown

Project Title: West Virginia Public Theatre - Production Expenses

Project Number: 10LEDA1014N

Amount: \$20,000

Section 1: Grantee (Local Governing Agency)

GOVERNING AGENCY NAME:	City of Morgantown				
CONTACT PERSON:	Jeff Mikorski	E-MAIL:	jmikorski@cityofmorgantown.org	PHONE:	304-284-7405

Yes No Are funds requested for a nonprofit organization? If yes, complete Section 2.

Section 2: Subgrantee (Nonprofit Organization)

NONPROFIT ORGANIZATION:	West Virginia Public Theater				
EXECUTIVE DIRECTOR:	Ron Iannone	E-MAIL:	info@wvpublictheatre.org		
ADDRESS:	111 High Street	CITY:	Morgantown	ZIP:	26505
PHONE:	304-291-4117	WEBSITE:	wvpublictheatre.org		

Federal nonprofit certification, 501 (c) determination letter from Internal Revenue Service is attached.

Mission statement, brochure, or web page explaining the organization's mission and services provided is attached.

Section 3: Project Details

Describe in specific terms the scope of the work to be completed and the proposed use(s) of the grant funds. A separate sheet may be attached if additional space is needed.

DESCRIPTION OF PROJECT:
West Virginia Public Theatre (WVPT) provides top quality, professional musical theatre to several thousands of patrons each year. Each season, WVPT performs a number of plays and musicals in Morgantown. This grant will reimburse costs associated with these plays and musicals.

PROJECT LOCATION:

OWNER OF PROJECT SITE, PROPERTY OR BUILDING:	City of Morgantown, managed by the Morgantown Board of Parks and recreation
LOCATION AND ADDRESS WHERE GRANT FUNDS WILL BE USED (SUFFICIENT TO DRIVE TO SITE):	WVPT rents several sites for preparation, housing, and actual productions. The MET is the current location for productions located at 369 High St.

Attach a copy of the property deed if project site(s) or building(s) are owned by a nonprofit organization. Application WILL NOT be processed without a deed.

Section 4: Funding Summary

A minimum of 10% is required as a local match. Attach commitment letters for each funding source listed below.

	AMOUNT	SOURCE GRANT, BANK LOAN, FUNDRAISING, ETC.	STATUS PENDING, APPROVED, ONGOING, ETC.	DOCUMENTATION LETTER, RESOLUTION, ETC.
GRANT FUNDS REQUESTED	\$ 20,000			
LOCAL FUNDS (10% REQUIRED MATCH)	\$ 2,000			
OTHER FUNDS	\$			
OTHER FUNDS	\$			
OTHER FUNDS	\$			
TOTAL PROJECT COST	\$ 22,000			

Grantee: City of Morgantown
Project Title: West Virginia Public Theatre - Production Expenses

Project Number: 10LEDA1014N
Amount: \$20,000

Section 5: Assurances and Signature

The Grantee hereby assures the State that it and any Subgrantee(s) shall comply with the following laws, regulations, policies, and requirements:

1. The Grantee will perform the work for which the grant was made as determined by the State.
2. The Grantee will start work on the project before the end of the fiscal year in which the grant award is made.
3. The Grantee will comply with the equal employment provision of Titles VI and VII of the 1964 Civil Rights Act and Presidential Executive orders 11246 and 11375 in its hiring practices for work to be performed using grant funds.
4. The Grantee will solicit competitive bids on any major work element exceeding \$2,500 in cost as per West Virginia Purchasing Division procedures outlined in Section 3 of the Purchasing Division handbook, authorized by the WV Code of State Rules Title 148 Series 1. Purchasing Division competitive bidding requirements, at a minimum, are as follows:

▪ \$2,500 or less	▪ No bids required; however, competition is encouraged
▪ \$2,500.01 to \$5,000	▪ Three verbal bids documented on a verbal bid summary
▪ \$5,000.01 to \$25,000	▪ Three written bids required
▪ \$25,000 or more	▪ Class II Legal Ads required
5. The Grantee will comply with the provisions of the West Virginia Act on Wages on Construction of Public Improvements, West Virginia Code §21-5A for all contracts, involving, but not limited to, construction, reconstruction, demolition, improvement, enlargement, painting, decoration, alteration, and/or repair work necessary for the undertaking and completion of the project, regardless of the source of funds utilized to pay such construction contracts. Bids for such contracts shall be obtained by public notice as a Class II legal advertisement in compliance with the provisions of West Virginia Code §59-3.
6. The Grantee will pay State prevailing wage rates on contract construction unless federal funds are included in the project, in which case, the higher of the State's or Davis-Bacon wage rates will be paid on all contract construction.
7. The Grantee shall obtain professional services, such as consulting, through a request for proposals. Architectural or engineering services shall be pursued in accordance with West Virginia Code §5G.
8. The Grantee assures no costs will be incurred or commitments made relative to a grant prior to the approval of this grant and execution of a contract with the State of West Virginia.
9. The Grantee assures project sites and buildings will be publicly owned or owned by a federally certified nonprofit organization. The use of grant funds at/for private property or private gain is prohibited.
10. The Grantee assures that any part of the project to be occupied by the general public will be made accessible to the handicapped.
11. The Grantee assures that any permits, licenses, or other requirements of particular State or Federal agencies necessary for the project's design, construction, or operation will be secured.
12. The Grantee will not subgrant any of the grant funds received to any of its officials or employees or the members of their families or to employees of the WVDEO or members of the State Legislature in any contracts awarded for work to be performed.
13. The Grantee will maintain and have available for inspection on written request by the State all records kept on the project including bid documents, copies of all contracts, contractors' payrolls, time sheets, and invoices. The Grantee further assures the State that it will schedule an audit of any grant funds to be included in its annual audit as performed by the State Tax Department.
14. The Grantee assures that it has the legal authority to apply for this grant, commit any local matching shares, authorize the person signing the grant to act as an agent for the grantee and abide by the assurances described in section 5 of this application.
15. As the grantee, the county or municipality will act as the administrator of any grant funds provided to nonprofit organizations and will maintain fiduciary responsibility for the expenditure of funds.

West Virginia PUBLIC THEATRE

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111 High Street
Morgantown, WV 26505
Phone: (304) 291-4117
Fax: (304) 291-4125
Tickets: (304) 291-4122

Email:
info@wvpublictheatre.com
Web:
www.wvpublictheatre.com

West Virginia Public Theatre continues to exist because of the generosity of our sponsors, private donors, grants and the State of West Virginia. Due to the generous out-pouring of contributions from private donors and businesses, we produced a fabulous 2013 season, and have planned an impressive 2014 season. Our supporters understand the value both artistically and economically that West Virginia Public Theatre adds to our community, our region and our State.

West Virginia Public Theatre is a professional, non-profit theatre which produces high-quality Broadway-style productions, and:

- provides educational experiences for children,
- provides free tickets to the underserved of our area, (*over \$19,000 in tickets donated*)
- produces our own shows from start to finish, (*average cost to produce is \$45,000 per show*)
- hires local staff, musicians, and creative talent, (*average cost for Orchestra \$9,000 annually*)
- hires and houses a staff of professional actors, directors, choreographers, and designers each year, creating over 130 jobs, (*average seasonal salaries \$156,000, plus 2 full year staff*)
- rents the Metropolitan Theatre, administrative offices, vehicles and storage/work space to build sets and costumes, (*average cost \$54,000 annually*)
- locally purchases lumber, fabric, and supplies for each production, (*average cost \$14,000 annually*)
- attracts thousands of tourists to West Virginia, more specifically Morgantown and its downtown area. (*In 2013 over 1,200 ticket holders attended through bus tours*)

Another benefit is that West Virginia Public Theatre provides to the community and region a professional theatre experience at an extremely reasonable price. For our 2013 season, we substantially reduced our ticket price to attract a more diverse audience. Yet, our ticket sales provide us with less than one-third of our operating expenses.

Additionally, for 16 years our Holiday Show has annually reached over 11,000 students and adults from schools in 16 counties across West Virginia, Maryland, and Pennsylvania; and, we continue to receive excited responses from teachers and principals about the joy it gives their students. The school systems attend at discounted rates, and each year we provide study guides and other material for the teachers and students to promote literacy through the use of drama. (This year the Holiday Show will be *The Wizard of Oz*.)

The cost of producing first-rate theatrical productions continues to grow. Recruiting talented artists has become more competitive. Even though we have seen our production costs increasing we have been able to maintain artistic quality while considerably stream-lining our bottom line.

This investment enables us to continue providing family entertainment, community outreach projects, and educational programs as we attract thousands of tourists to the area. Your continued support and partnership is a vital part of our future. If you should have any questions please feel free to contact us at (304) 291-4117 or visit www.wvpublictheatre.org.

Best Regards,

West Virginia Public Theatre

Celebrating 30 years of presenting Broadway's Best!