

**KITSAP COUNTY
LODGING TAX FUNDING AWARD APPLICATION**

Application Deadline: August 30, 2024 @ 2:00 pm

Project Title: BIMA-Cultural Community Programs, Festivals, Events
Project Dates: Beginning: 1/1/2025 Ending: 12/31/25
Name of Organization: Bainbridge Island Museum of Art Web Site: www.biartmuseum.org
Mailing Address: 284 MADRONA WAY SUITE 116 BAINBRIDGE IS, WA 98110
Contact Person: Sheila Hughes E-Mail: Sheila@biartmuseum.org Phone: 206-650-1958
Amount Requested: \$ 20,000 Total Project Cost: \$ 170,000
Portion of Total Project Cost Requested: 14% (%)

Signature of Authorized Representative 

Indicate the Project Type:

- ☒ Tourism marketing;
- ☒ Marketing and operations of special events and festivals designed to attract tourists;
- ☐ Operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district; or
- ☐ Operations of tourism-related facilities owned or operated by nonprofit 501(c)(3) and 501(c)(6) organizations.

NOTE: Applicants must refer to the Kitsap County Lodging Tax Funding Award Process Instructions for complete details of requirements.

Applicants Must Submit The Following:

- ☒ Application Funding Cover Sheet signed by an Authorized Representative
- ☒ Project Description
- ☒ Scope of Work
- ☒ Project Timeline
- ☒ Project Budget
- ☒ Project/Organizational History
- ☒ Business Qualification
- ☒ Tax Information
- ☒ Certificates of Insurance

If these basic criteria are not met, the application will not be considered by the Lodging Tax Committee.

Applications must be submitted in one combined PDF document and emailed to purchasing@kitsap.gov. Hardcopies will not be accepted.

Questions?

Contact Glen McNeill at (360) 337-4789 or gsmcneill@kitsap.gov
Kitsap County Administrative Services
614 Division St., MS-7
Port Orchard, WA 98366



Lodging Tax Request: Organization/Event Description

Project Title: BIMA Cultural Programs, Festivals, Events

Name of Organization: Bainbridge Island Museum of Art

Size of staff and board: 72 Size of Volunteer Base: 100+

Geographic Area Served: Kitsap County Demographic Served: General Public All Ages

Type of Service Provided: Choose an item. ART EDUCATION, Museum, Cultural Events, ARTIST TALKS, Lectures, Music, Festivals, etc

Description of Proposed Project:

(ATTACHED)
Provide a short (no more than one page) description of the proposed project and explain how it will assist in building tourism and/or promoting events or activities that will bring tourists to Kitsap County. Include marketing/promotional plans and examples of performance indicators.

History of Organization/Event: (ATTACHED)

In addition to discussing the history of your project and organization, please discuss previous success at creating tourism.

Scope of Work: (ATTACHED)

In order to facilitate evaluation, please break down the project into a progression of logical steps, detailing the process the project will go through.

Project Timeline: (ATTACHED)

Provide a timeline for the proposed project.

BIMA LTAC Application 2025: Project Description, Scope of Work, Project TimeLine

BIMA Community Cultural Programs and Festivals for 2025 will include several ways to engage our broader community members and visitors to Kitsap County through high quality cultural experiences, concerts, films, activities, art exhibitions for all ages.

They will include but not limited to the following: **Black History Month** (Feb 2025) in collaboration with Karen Vargas, Fancy Vargas and the **Marvin Williams Recreation Center** in Bremerton to develop an exhibition, art activities and programs. **Power of the Presses, artist's book exhibition as well as a Passport artist book exhibition** (April/May 2025) celebrating the spoken word, letter press, poetry, literature and artist's books partnering with the **Kitsap Regional Library** and poetry groups throughout our region. **BIMA Glass Float hunt** (June 2025) Hand blown glass floats from **Hilltop Artists** in Tacoma are hidden throughout Kitsap County in association with the **Kitsap Parks department**. **Summer Art Markets** (August 2025) various art vendors throughout Kitsap County set up outside the BIMA Bistro on weekends to engage the area and bring people into the art museum. **Dia de los Muertos Festival** (October 2025) a weeklong celebration of Mexican culture remembering loved ones who have passed on through art projects, alters, face painting, sugar skulls, exhibitions, music, etc. **Within Earshot/Jazz Festival** (October 2025) a month long celebration in partnership with nonprofit **Earshot Jazz** of Seattle. **Day of Remembrance** (November 2025) in support of the LGBTQ++ community in Kitsap County. A day to reflect on transgender people who have been murdered for being themselves. **Silent Film Festival** (November 2025) a weekend festival in partnership with the San Francisco Silent Film Festival, showing classic films, lectures all accompanied by an orchestra or piano.

We have found by partnering with organizations, nonprofits, community leaders, etc. our outreach programs, festivals and events have become more popular and draw larger and larger audiences to BIMA and Kitsap County. Reaching well over 60,000 people that are drawn to our area because of these cultural community programs from further than 50 miles away. In addition the art museum is free to the public as are many of the programs and event. A few events are ticketed with a discount to members of BIMA. We focus on being as welcoming and accessible as possible, our front desk has become a mini-chamber of commerce for Kitsap County. Often the first stop for thousands of tourists disembarking the Ferry everyday asking "Where shall I go?" or "Where should we stay?"

We have data from last year's program to support our efforts in expanding our Community Cultural Programs and Festivals thanks to your support last year. All people are enter sign into an Ipad at the front desk where we track zip codes and ask if they are staying locally in hotels and Air B&Bs.

The Bainbridge Island Museum of Art is celebrating our 12th year in operation. We have seen a significant growth in our membership, visitors and guests over this period. We started with very few field trips to underserved schools in our region. This year we have seen 130 schools participate and more than 2,000 children served. Our membership now stands over 1,800 people and our visitors per year has finally exceeded 95,000 people. People coming from 38 different countries, all over the US. Only 9%-11% come from Bainbridge Island with the vast number of visitors from Kitsap and King County.

**Bainbridge Island Museum of Art:
2025 LTAC Budget Cultural Programs and Festivals**

Program Costs

Personnel Costs

Staffing	\$60,000
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Non-personnel Costs

Marketing materials*	\$32,000
Advertising, social media*	\$20,000
Workshop Supplies	\$ 5,000
Black History Month	\$ 5,000
Día de los Muertos Festival*	\$ 5,500
Within Earshot/Jazz Festival*	\$ 5,000
Day of Remembrance	\$ 5,000
Silent Film Festival*	\$5,000
Summer Art Market	\$ 2,500
Winter Festival	\$5,000
Artist Book Events	\$10,000
Glass floats	\$10,000

Total Costs	\$170,000
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Program Revenue

Grants Received	\$20,000
Individuals	\$25,000
COBI LTAC Grant request	\$20,000
Kitsap LTAC Grant request*	\$20,000
Sponsorships requests	\$25,000
BIMA operating funds for staff	\$60,000

Total Revenue	\$170,000
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***Kitsap LTAC grant-will used to support marketing materials, advertising, social media ads, support festivals, outreach to Seattle tourism bureau and concierge groups to encourage tourism to Kitsap county and overnight stays.**



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550279
Feb. 15, 2012 LTR 4168C 0
27-0183255 000000 00

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BODC: TE

BAINBRIDGE ISLAND MUSEUM OF ART
PO BOX 11413
BAINBRIDGE IS WA 98110-5413



007873

Employer Identification Number: 27-0183255
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 06, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in November 2009.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.