

Thank you for your interest in the Theatre Consortium of Silver Spring. The Consortium was founded in 2014 as a new model for management and use of the Silver Spring Black Box Theatre.

The Black Box is able to offer a wide range of programming where the diverse group of Consortium member theatres make up a majority of the schedule. Rentals to non-members round out the year-long calendar of events.

Consortium members are responsible for the well-being of their own organization as well as that of the Consortium as a whole. To that end certain criteria have been established for membership applicants. Organizations must:

1. Be incorporated for a minimum of 3 years and have 501(c)(3) status.
2. Demonstrate financial stability.
3. Have a minimum operating annual budget of \$50,000.
4. Demonstrate a record of high quality productions.
5. Have professionally compensated artists and staff.
6. Receive public funding through local, county, state or national sources.
7. Have a diverse funding base with no more than 50% of contributed-income from a single source.
8. Demonstrate an intention to produce at the Silver Spring Black Box at least once per season.

When completing your application please write clearly and concisely. Do not use jargon. Remember that people reading your application may be unfamiliar with your organization.

Application Deadline: 11:59pm July 15th, 2018.

If you have any questions, or to submit your completed application, please e-mail:
TCSSApplications@gmail.com

Application for Theatre Consortium of Silver Spring
Membership

Organization Name:

Address:

State:

Zip:

Website:

Contact Person's full name:

Title:

Phone:

Email:

Year organization was established:

501(c)(3) status date effective:

Month/day organization's fiscal year begins:

Organization Mission statement:

- 1. Provide a brief history of your organization (2,000 characters max).**
- 2. Provide a summary of your organization’s most significant achievements (2,000 characters max).**
- 3. Provide examples of, and briefly describe, the activities that your organization has presented (include venue) in the last 18 months.**
- 4. Provide a list of your Key Leadership and Board of Directors including addresses (city & state). What percentage of your Board contributes financially to the organization? Provide bios of Key Leadership.**
- 5. Describe your organization’s staff structure (paid/un-paid; full/part-time). Have there been any significant changes in staffing or management in the past 18 months?**
- 6. Does the organization receive funding from:**
 - Arts & Humanities Council of Montgomery County
 - Maryland State Arts Council
 - Private Foundations
 - Mid-Atlantic Arts Foundation
 - NEA
 - Other Public Funding:
- 7. Provide demographic details such as ages(s), ethnicity, and resident location(s) of people served for participants and audience. In your most recent fiscal year, what was your percentage of average attendance per production? (2,000 characters max).**
- 8. Describe how the organization collaborates with other stakeholders to further its mission. Collaboration may include partnerships, or other activities (2,000 characters max).**
- 9. Describe the overall financial health of the organization. Include any activities undertaken to fund endowments, cash reserve, overcome a deficit and/or repay debt. Please include the percentages of earned vs. contributed income for the last fiscal year.**
- 10. *“The mission of the Theatre Consortium of Silver Spring is to provide innovative management of the Silver Spring Black Box Theatre for the culturally diverse resident companies and other artists and organizations for the enrichment of the community in and around the Silver Spring Arts and Entertainment District.***

The Theatre Consortium will provide performance space for other artists and organizations, as the rental calendar allows. The Consortium will offer high quality, diverse, and reasonably priced theatre.”

Explain why you think your organization is a good fit for the Theatre Consortium of Silver Spring (2,000 characters max.)

11. Additional items to include:

- Most recent Form 990**
- Budgets for the previous, current and upcoming fiscal years**
- Samples of work – videos, photos, audio, reviews**
- Organization’s audit for the most recent fiscal year (if available)**
- Balance Sheet and Profit & Loss for last 3 fiscal years**