

**CITY OF NORMAN, OK**  
**CITY COUNCIL FINANCE COMMITTEE MEETING**  
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Thursday, February 17, 2022 at 4:00 PM

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## AGENDA

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

### CALL TO ORDER

### AGENDA ITEMS

1. DISCUSSION AND REVIEW OF OUTSIDE AGENCY REPORTS AND/OR REQUESTS FROM THE FOLLOWING:
  1. Social and Voluntary Services Commission
  2. Veteran's Day Parade Committee
  3. Center for Children and Families
  4. Firehouse Art Center
  5. Cleveland County Historical Museum
  6. Sooner Theatre
  7. Aging Services - Kiwanis Kruiser
  8. Performing Arts Studio (The Depot)
  9. Norman Economic Development Coalition
  
2. DISCUSSION REGARDING THE MONTHLY REVENUE AND EXPENDITURES REPORTS.
  
3. SUBMISSION OF THE REPORT ON OPEN POSITIONS

### ADJOURNMENT



February 1, 2022

To: City of Norman Finance Committee

Re: Social and Voluntary Service Committee

The Social and Voluntary Services Commission (SVSC) was founded in 1973 as an advisory body to the Norman City Council regarding the evaluation of social services. The SVSC Commission consists of nine members each serving a three year term. The current members are: Kristal Hamm, Victoria Harrison, Josh Hinkle, Kurt Lee, Loida Salmond, Angela Steinle, Ann Way, and myself. I currently serve as the chair and Kristal Hamm the Vice-Chair. We have one vacancy that is pending City Council confirmation.

Within the Fiscal Year 2021-2022 City of Norman budget funding for social service agencies was increased to \$250,000 from the previous amount of \$175,000. A formal application process was held in which qualified interested agencies were required to submit an application that included information regarding the overall mission of the agency, specific project for which funding was being requested, financial information including budget summary and projected budget, copy of most recent audit, their 990 return for 2019, and a copy of IRS tax exempt status letter. The application also required a list of the current board members and staff members of the agency.

In 2021 the Social and Voluntary Services Commission meet in person and reviewed the submitted by 32 Norman service agencies. The submitted applications totaled \$247,000 in requests for funding. For the 2020 application cycle, a \$10,000 application cap was enacted. The cap was enacted to be able to assist more agencies. The applications received for the previous cycle prior to the implementation of the \$10,000 application cap totaled \$345,000. During the review of each application, Commissioners discussed any questions or clarifications that were needed from the applicant. Staff obtained this information from the agencies and forwarded the responses to the Commissioners. All submitted applications for funding were approved although some were for less than requested.

After the initial meeting of the commission and prior to the funding meeting, each Commission member evaluated each of the applications independently and determined an appropriate funding level within the allowable total of \$225,000. These results were provided to staff and compiled into a spreadsheet. At the funding meeting the Commission reviewed the compilation of budgets and discussed the criteria that the Commission members applied to each funding proposal. The Commission evaluated multiple subjects including but not limited to: possibilities of duplications of efforts, past performance of the

agency and potential for other funding sources.

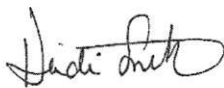
Agency project funding is administered on a reimbursement basis. Payments are made as invoices with appropriate documentation of project execution and receipts are received. Each of the funded agencies are visited a minimum of once during the fiscal year by Commission members. During the pandemic these visits are conducted virtually. We will return to physical site visits as soon as this is safe for commissioners and agency staff. During visits we inquire about future trends, any special challenges for the organizations and how partnerships with others doing work in this field can be established. The visits are not only to check for contract compliance in expending the awarded funds, but also allow commissioners to assess possible needs in our community.

It is no surprise that the pandemic has had a profound effect on the Norman Non-Profit community. As individuals and established funders have experienced the contraction of the economy, less funding has been made available than in previous years. In addition to this deficiency, many funding entities have decided to swing the focus of funding to COVID specific needs. While understandable, this creates a scarcity of normal operating funds. As agencies can only spend funds on the projects and programs specifically funded this creates a Catch 22 effect. Agencies can have hundreds of thousands of programmatic dollars to spend but struggle to pay rent, utility and administrative costs that enable them to keep the doors open. The SVSC is a funder that allows for, and during the pandemic has made known that general operational funding requests are welcome.

The Social and Voluntary Services Commission respectfully requests the consideration of a minimum of \$225,000 of funding to be included within the City of Norman FYE23 Budget. Any increase will be a necessary safety-net for the amazing agencies that make up the social safety net for our community.

If you have any questions regarding the Social and Voluntary Services Commission please do not hesitate to contact me at (405) 471-2666 or Lisa Krieg, our City staff liaison.

Regards,



Heidi Smith

Chair, City of Norman SVSC

413 English Elm Lane, Norman, OK 73069

(405) 471-2666 heidi@heidismith.com

# NORMAN VETERANS COMMITTEE

P.O. BOX 370 NORMAN, OK 73070

January 12, 2022

Kim Coffman  
Budget Manager  
City of Norman  
201 W. Gray Street Bldg. C  
Norman, OK 73069

RE: City of Norman Veterans Day Parade Committee

We are requesting up to \$530.00 to cover insurance for the City of Norman Veterans Day Parade/Static Event to be held at Reaves Park at a date yet to be determined near November 11, 2022. Last year the insurance was approximately \$424.00; however, with rising costs, we are expecting a possible increase due to inflation and our request should cover the cost.

We appreciate the support you have provided to us these last few years in providing insurance and hope that the City will be able to do this again for 2022.

We currently have approximately \$2,368.20 in an account through the Norman Park Foundation. All funds were received as donations. Our 2021 expenses were approximately \$313.50 for gas for airplane flyovers. Veterans continue to seek monetary donations each year to help defray the cost of the expenses. We have also received in-kind donations from various restaurants to cover refreshments and from printers to cover the cost of posters.

Thanking you in advance for your consideration of our request.

Sincerely,



Roger Gallagher, Chairman  
Norman Veterans Committee  
2513 Woodsong Drive  
Norman, OK 73071  
(405) 329-4395  
[rgatpok@sbcglobal.net](mailto:rgatpok@sbcglobal.net)

***Center for Children & Families, Inc.***  
*Norman, Oklahoma*

***REPORT ON AUDIT OF FINANCIAL STATEMENTS  
AND SUPPLEMENTAL INFORMATION***

***For the Year Ended December 31, 2020***

***SAUNDERS & ASSOCIATES, PLLC***  
***Certified Public Accountants***

*630 East 17<sup>th</sup> Street  
P. O. Box 1406  
Ada, Oklahoma 74820  
(580) 332-8548  
FAX: (580) 332-2272  
Website: [www.saunderscpas.com](http://www.saunderscpas.com)*

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# *Saunders & Associates, PLLC*

## *Certified Public Accountants*

Item 1.

630 East 17<sup>th</sup> Street \* P. O. Box 1406 \* Ada, Oklahoma 74820 \* (580) 332-8548 \* FAX: (580) 332-2272  
Website: [www.saunderscpas.com](http://www.saunderscpas.com)

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Center for Children & Families, Inc.

We have audited the accompanying financial statements of Center for Children & Families, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Center for Children & Families, Inc.'s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Center for Children & Families, Inc.'s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Center for Children & Families, Inc. as of December 31, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters***Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the financial statements. In addition, the accompanying supplemental information, as listed in the preceding table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

**Other Reporting Required By Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated May 24, 2021 on our consideration of Center for Children & Families, Inc.'s internal control over financial reporting and on our tests of compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Center for Children & Families, Inc.'s internal control over financial reporting and compliance.



SAUNDERS & ASSOCIATES, PLLC  
Certified Public Accountants  
Ada, Oklahoma

May 24, 2021



FINANCIAL INFORMATION

STATEMENT OF FINANCIAL POSITION

December 31, 2020  
(With Comparative Totals for 2019)

	Without Donor Restrictions	With Donor Restrictions	2020 Total	2019 Total
<b>ASSETS</b>				
Current Assets:				
Cash and Cash Equivalents	\$ 876,211	\$ (112,014)	\$ 764,197	\$ 399,653
Unconditional Promises to Give:				
United Way Services Funding for 20-21	0	79,249	79,249	76,172
Pledges Receivable	138,695	0	138,695	220,846
Accounts Receivable	204,953	0	204,953	65,436
Inventory	8,194	0	8,194	1,386
Prepaid Expenses	8,215	0	8,215	11,301
Security Deposits	0	0	0	29
Total Current Assets	<u>1,236,268</u>	<u>(32,765)</u>	<u>1,203,503</u>	<u>774,823</u>
Noncurrent Assets:				
Investments	0	218,138	218,138	204,167
Pledges Receivable, net	0	114,597	114,597	305,787
Property & Equipment	3,342,873	0	3,342,873	3,319,852
Less: Accumulated Depreciation	<u>(477,760)</u>	<u>0</u>	<u>(477,760)</u>	<u>(401,133)</u>
Total Noncurrent Assets	<u>2,865,113</u>	<u>332,735</u>	<u>3,197,848</u>	<u>3,428,673</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 4,101,381</u></b>	<b><u>\$ 299,970</u></b>	<b><u>\$ 4,401,351</u></b>	<b><u>\$ 4,203,496</u></b>
<b>LIABILITIES AND NET ASSETS</b>				
Current Liabilities:				
Accounts Payable	\$ 5,781	\$ 0	\$ 5,781	\$ 3,734
Accrued Expenses	874	0	874	151
Long-Term Debt - Current Portion	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Current Liabilities	<u>6,655</u>	<u>0</u>	<u>6,655</u>	<u>3,885</u>
Noncurrent Liabilities:				
Long-Term Debt	150,000	287,100	437,100	71,693
Liability for Compensated Absences	<u>44,087</u>	<u>0</u>	<u>44,087</u>	<u>30,515</u>
Total Noncurrent Liabilities	<u>194,087</u>	<u>287,100</u>	<u>481,187</u>	<u>102,208</u>
Total Liabilities	<u>200,742</u>	<u>287,100</u>	<u>487,842</u>	<u>106,093</u>
Net Assets:				
Without Donor Restrictions	3,900,639	0	3,900,639	3,746,749
With Donor Restrictions	<u>0</u>	<u>12,870</u>	<u>12,870</u>	<u>350,654</u>
Total Net Assets	<u>3,900,639</u>	<u>12,870</u>	<u>3,913,509</u>	<u>4,097,403</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b><u>\$ 4,101,381</u></b>	<b><u>\$ 299,970</u></b>	<b><u>\$ 4,401,351</u></b>	<b><u>\$ 4,203,496</u></b>

\* The accompanying notes are an integral part of the financial statements.

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2020  
(With Comparative Totals for 2019)

	Without Donor Restrictions	With Donor Restrictions	2020 Total	2019 Total
<b>REVENUE AND SUPPORT</b>				
Grants and Contracts	\$ 86,305	\$ 841,144	\$ 927,449	\$ 743,678
Contributions:				
United Way Services	287	156,165	156,452	153,769
Bringing Up Babies	0	12,500	12,500	10,000
Divorce Services	0	15,000	15,000	15,000
Parenting Assistance	0	2,000	2,000	2,400
Counseling Services	0	10,150	10,150	22,000
Boys & Girls Club of Norman	0	113,119	113,119	93,016
Other	304,934	0	304,934	370,587
Program and Class Fees	50	138,944	138,994	199,504
Other Revenue	6,365	100	6,465	7,659
In-Kind	13,073	71,780	84,853	62,646
Net Assets Released From Restriction:				
Satisfaction of Time Restrictions - United Way	156,165	(156,165)	0	0
Satisfaction of Purpose Restrictions - Capital Acq.	0	0	0	0
Satisfaction of Program Restrictions	1,542,521	(1,542,521)	0	0
Total Revenues	<u>2,109,700</u>	<u>(337,784)</u>	<u>1,771,916</u>	<u>1,680,259</u>
<b>EXPENSES</b>				
Program Expense	1,698,686	0	1,698,686	1,639,063
Mental Health Consulting	11,970	0	11,970	25,007
General and Administrative Expenses	119,378	0	119,378	129,639
Capital Campaign	2,395	0	2,395	8,927
Fund Raising Expense	144,906	0	144,906	148,228
Total Expenses	<u>1,977,335</u>	<u>0</u>	<u>1,977,335</u>	<u>1,950,864</u>
Change in Net Assets Before				
Other Gains and Losses	132,365	(337,784)	(205,419)	(270,605)
Other Gains and Losses:				
Interest	5,778	0	5,778	4,080
Unrealized Gain (Loss) on Investments	15,747	0	15,747	30,006
Total Other Gains and Losses	<u>21,525</u>	<u>0</u>	<u>21,525</u>	<u>34,086</u>
Change in Net Assets	153,890	(337,784)	(183,894)	(236,519)
Net Assets, Beginning of Year	<u>3,746,749</u>	<u>350,654</u>	<u>4,097,403</u>	<u>4,333,922</u>
NET ASSETS, END OF YEAR	<u>\$ 3,900,639</u>	<u>\$ 12,870</u>	<u>\$ 3,913,509</u>	<u>\$ 4,097,403</u>

\* The accompanying notes are an integral part of the financial statements.

CENTER FOR CHILDREN & FAMILIES, INC.  
Norman, Oklahoma

STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended December 31, 2020  
(With Comparative Totals for 2019)

<u>EXPENSES</u>	<u>Divorce Services</u>	<u>Parents' Assistance</u>	<u>Bringing Up Babies</u>	<u>Counseling</u>
Salaries and Wages	\$ 58,860	\$ 134,586	\$ 57,034	\$ 398,763
Fringe Benefits and Taxes	16,637	41,913	16,060	115,248
Accounting	366	1,637	751	3,318
Advertising	0	35	0	70
Bank Service Charges	549	0	0	4
Client Support	140	3,036	307	2,478
Communications	1,207	1,303	1,071	5,471
Conferences, Conventions & Meetings	468	480	1,117	2,685
Consultants and Contract Labor	3,235	5,003	523	52,631
Depreciation Expense	5,434	8,395	2,727	29,795
Dues, Subscriptions & Licensure	2,885	4,592	659	15,470
Equipment Rent & Maintenance	204	325	118	768
Equipment Acquisition	339	685	346	1,945
Insurance	1,182	5,283	2,426	10,711
Interest	0	0	0	0
Mileage & Travel	0	14	221	289
Miscellaneous	223	552	215	1,438
Occupancy	2,409	5,544	2,658	17,195
Office Supplies	331	932	405	2,274
Supplies - Other	94	146	57	507
Postage	30	61	96	175
Printing & Artwork	1,685	1,158	434	2,575
Program Materials	66	53	195	5,406
Program Snacks	293	509	117	2,182
In-Kind Expenses:				
Space	0	0	0	0
Goods	7,304	10,763	2,976	26,935
Professional Services	0	0	0	0
<b>TOTAL EXPENSES</b>	<b>\$ <u>103,941</u></b>	<b>\$ <u>227,005</u></b>	<b>\$ <u>90,513</u></b>	<b>\$ <u>698,333</u></b>

\* The accompanying notes are an integral part of the financial statements.

CENTER FOR CHILDREN & FAMILIES, INC.  
Norman, Oklahoma

Item 1.

STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended December 31, 2020  
(With Comparative Totals for 2019)

<u>EXPENSES</u>	Boys & Girls Club of Norman	Total Program Expenses	Mental Health Consulting	General and Admin. Expense
Salaries and Wages	\$ 276,552	\$ 925,795	\$ 0	\$ 69,465
Fringe Benefits and Taxes	77,821	267,679	0	16,723
Accounting	3,165	9,237	0	748
Advertising	35	140	0	70
Bank Service Charges	5	558	0	5,757
Client Support	2,827	8,788	0	1,370
Communications	5,817	14,869	0	942
Conferences, Conventions & Meetings	1,916	6,666	0	942
Consultants and Contract Labor	40,988	102,380	11,655	69
Depreciation Expense	19,964	66,315	0	4,584
Dues, Subscriptions & Licensure	8,558	32,164	0	695
Equipment Rent & Maintenance	815	2,230	0	144
Equipment Acquisition	39,010	42,325	0	435
Insurance	10,226	29,828	0	2,416
Interest	0	0	0	0
Mileage & Travel	471	995	0	269
Miscellaneous	2,943	5,371	315	2,758
Occupancy	35,112	62,918	0	2,551
Office Supplies	2,737	6,679	0	1,144
Supplies - Other	342	1,146	0	194
Postage	150	512	0	132
Printing & Artwork	2,395	8,247	0	604
Program Materials	16,067	21,787	0	596
Program Snacks	7,176	10,277	0	0
In-Kind Expenses:				
Space	0	0	0	150
Goods	23,802	71,780	0	5,270
Professional Services	0	0	0	1,350
<b>TOTAL EXPENSES</b>	<b>\$ 578,894</b>	<b>\$ 1,698,686</b>	<b>\$ 11,970</b>	<b>\$ 119,378</b>

\* The accompanying notes are an integral part of the financial statements.

CENTER FOR CHILDREN & FAMILIES, INC.  
Norman, Oklahoma

## STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended December 31, 2020  
(With Comparative Totals for 2019)

	Capital Campaign	Fund Raising Expense	2020 Total	2019 Total
<b>EXPENSES</b>				
Salaries and Wages	\$ 0	\$ 59,779	\$ 1,055,039	\$ 1,071,238
Fringe Benefits and Taxes	0	16,604	301,006	311,157
Accounting	0	596	10,581	9,864
Advertising	0	0	210	675
Bank Service Charges	0	0	6,315	0
Client Support	0	150	10,308	7,463
Communications	0	529	16,340	14,292
Conferences, Conventions & Meetings	0	633	8,241	11,386
Consultants and Contract Labor	0	33,195	147,299	166,998
Depreciation Expense	0	5,729	76,628	75,639
Dues, Subscriptions & Licensure	0	9,232	42,091	41,697
Equipment Rent & Maintenance	0	149	2,523	3,291
Equipment Acquisition	0	305	43,065	370
Insurance	0	1,924	34,168	34,082
Interest	2,395	0	2,395	6,787
Mileage & Travel	0	0	1,264	5,771
Miscellaneous	0	277	8,721	17,251
Occupancy	0	3,282	68,751	66,344
Office Supplies	0	559	8,382	5,787
Supplies - Other	0	135	1,475	152
Postage	0	1,879	2,523	2,611
Printing & Artwork	0	3,285	12,136	14,115
Program Materials	0	361	22,744	18,669
Program Snacks	0	0	10,277	2,580
In-Kind Expenses:				
Space	0	0	150	16,800
Goods	0	6,303	83,353	45,845
Professional Services	0	0	1,350	0
<b>TOTAL EXPENSES</b>	<b>\$ 2,395</b>	<b>\$ 144,906</b>	<b>\$ 1,977,335</b>	<b>\$ 1,950,864</b>

\* The accompanying notes are an integral part of the financial statements.

STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2020  
(With Comparative Totals for 2019)

	2020 <u>Total</u>	2019 <u>Total</u>
<u>Cash Flows Provided (Used) by Operating Activities</u>		
Change in Net Assets Before Other Gains and Losses	\$ (205,419)	\$ (270,605)
Adjustment to Reconcile Change in Net Assets to Net Cash Used by Operating Activities:		
Depreciation	76,627	75,639
(Increase) Decrease in:		
Accounts Receivable	(139,517)	22,356
Pledges Receivable, net	270,264	320,408
Inventory	(6,808)	1,831
Prepaid Expense	3,086	(2,117)
Security Deposits	29	1,622
Increase (Decrease) in:		
Accounts Payable	2,047	(2,346)
Accrued Liabilities	14,295	(6,125)
	<u>14,604</u>	<u>140,663</u>
<u>Cash Flows Provided (Used) by Investing Activities</u>		
Acquisition/Disposition of Capital Assets	(23,021)	0
Interest on Deposits	5,778	4,080
(Increase) Decrease in Investments	1,776	59,211
	<u>(15,467)</u>	<u>63,291</u>
<u>Cash Flows Provided (Used) by Financing Activities</u>		
Acquisition of Debt Principal	437,100	0
Payment of Debt Principal	(71,693)	(175,000)
	<u>365,407</u>	<u>(175,000)</u>
Increase (Decrease) in Cash	364,544	28,954
Cash and Cash Equivalents, Beginning of Year	<u>399,653</u>	<u>370,699</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 764,197</u>	<u>\$ 399,653</u>
<u>Other Disclosures:</u>		
Capitalized Interest Costs	<u>\$ 0</u>	<u>\$ 0</u>
Interest Expense	<u>\$ 2,395</u>	<u>\$ 6,787</u>

\* The accompanying notes are an integral part of the financial statements.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 1: ORGANIZATION AND ACTIVITIES

Center for Children & Families, Inc. (CCFI) was incorporated as Juvenile Services, Inc. on August 18, 1969, for the purpose of supporting existing juvenile programs and to improve and expand services for juveniles in Cleveland County. In 1999, the Board of Directors voted to change the name of the organization from Juvenile Services, Inc. to Center for Children & Families, Inc. The programs currently supported by the organization are:

**Divorce Services** – Support and education for divorced, separated, or never married parents through classes, mediation, counseling and supervised visits and exchanges.

**Parents Assistance** – Provides support and education for parents struggling day-to-day with abuse, neglect and other related issues through specialized classes.

**Counseling** – Provides therapy, education and support to children and youth with histories of neglect and/or emotional abuse, and their parents, foster or adoptive caregivers.

**Baby Pantry** – Completely stocked by the community, the Baby Pantry at CCFI provides formula, baby and toddler food, diapers, and other basic necessities to over 100 visitors each month.

**Bringing Up Babies** – Provides parent education, support and case management to teen and other at risk new parents through home visits.

**Boys & Girls Club of Norman** - Provides youth development services in accordance with BGCA's policies to create positive outcomes in the lives of local youth with an emphasis in 1) academic success, 2) healthy lifestyles, and 3) character and leadership development.

CCFI is an independent agency funded by grants from the Department of Mental Health and Substance Abuse Services, Department of Human Services, contracts with governmental entities and donations from individuals, businesses, and other not-for-profit organizations.

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES

**Accounting Pronouncements Adopted** – CCFI has adopted the provisions of Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers* (Topic 606), as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition. Results for reporting the years ended December 31, 2020 and December 31, 2019 are presented under FASB ASC Topic 606.

During the year, CCFI adopted the provisions of FASB ASU 2018-13, *Fair Value Measurement (Topic 820) Disclosure Framework – Changes to the Disclosure Requirements for Fair Value Measurement*. The amendments in this Update modify the disclosure requirements on fair value measurements in Topic 820, Fair Value Measurement. Adoption of this pronouncement had no effect on the Center's current or previously issued financial statements.



NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

CCFI has adopted the provisions of FASB ASU 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made* (Topic 958). This accounting standard is meant to help not-for-profit entities evaluate whether transactions should be accounted for as contributions or as exchange transactions and, if the transaction is identified as a contribution, whether it is conditional or unconditional. ASU 2018-08 clarifies how an organization determines whether a resource provider is receiving commensurate value in return for a grant. If the resource provider does receive commensurate value from the grant recipient, the transaction is an exchange transaction and would follow the guidance under ASU 2014-09 (FASB ASC Topic 606). If no commensurate value is received by the grant maker, the transfer is a contribution. ASU 2018-08 stresses that the value received by the general public as a result of the grant is not considered to be commensurate value received by the provider of the grant. There was no material impact to the financial statements as a result of adoption. Accordingly, no adjustment to opening net assets was recorded.

**Recently Issued Accounting Pronouncements** – In February 2016, the FASB issued *ASU No. 2016-02, Leases (Topic 842)*, which requires the recognition of lease assets and lease liabilities by lessees for all leases, including leases previously classified as operating leases, and modifies the classification criteria and accounting sales-type and direct financing leases by lessors. Leases continue to be classified as finance or operating leases by lessees and both classifications require the recognition of a right of use asset and a lease liability initially measured at the present value of the lease payments in the statement of financial position. Interest on the lease liability and the amortizations of the right-of-use asset are recognized separately in the statement of activity for finance leases and as a single lease cost recognized on the straight-line basis over the lease term for operating leases. The standard is effective using a modified retrospective approach for fiscal years beginning after December 15, 2021. Early adoption is permitted. The Board is currently evaluating the impact the standard will have on its financial statements.

**Basis of Accounting** – Financial statements have been prepared using the accrual basis of accounting. Under the accrual basis of accounting, contract funds are recognized as revenue when allowable expenses are incurred and a receivable represents that portion of the contract which CCFI has earned and/or requested, but not received. Medicaid receipts and contributions are recorded upon receipt. Expenses are recorded when a liability is incurred. Expenses incurred but not paid at year-end are represented by a liability on the statement of financial position. Grant funds received, but not yet expended for their specified purpose, are recognized as net assets with donor restrictions. Other revenue (i.e. donations) is recognized when received. Net asset balances represent cumulative revenue received over expenses incurred.

**Basis of Presentation** – CCFI's financial statement presentation follows the Financial Accounting Standards Board ASU 2016-14, *Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities*. Accordingly, net assets of CCFI and changes therein are classified and reported as follows:

- Net assets with donor restrictions – net assets subject to donor imposed restrictions
- Net assets without donor restrictions – net assets not subject to donor-imposed restrictions

**Recognition of Donor Restrictions** – Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by the occurrence of the passage of time or other events specified by donors.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

**Cash and Cash Equivalents** – For purposes of the statement of cash flows, cash and cash equivalents include bank accounts and investments readily convertible to cash.

Bank balances at year end are categorized as follows to give an indication of the level of risk assumed by the organization.

<u>Category</u>	<u>Balance Per Bank</u>
1) Insured or collateralized with securities held by the organization or by its agent in the organization's name.	\$ 251,898
2) Collateralized with securities held by the pledging financial institution's trust department.	601,635
3) Uncollateralized	<u>0</u>
TOTAL	<u>\$ 853,533</u>

**Investments** – Investments of the organization consist of the following:

With donor restrictions – Beneficial Interest in Assets Held by Others – CCFI has placed funds with the following foundations to be held in endowment funds.

Communities Foundation of Oklahoma	<u>2020</u>	<u>2019</u>
Balance, Beginning of Year	\$ 726	\$ 647
Interest and Dividends	31	26
Net Investment Income	204	61
Management Fees	( 7)	( 8)
Balance, End of Year	<u>\$ 954</u>	<u>\$ 726</u>
Oklahoma City Community Foundation	<u>2020</u>	<u>2019</u>
Balance, Beginning of Year	\$ 203,441	\$ 177,516
Reciprocal Transfers	0	0
Reinvestment of Allocation	0	0
Distribution	( 9,503)	( 9,351)
Net Investment Income	<u>23,246</u>	<u>35,276</u>
Balance, End of Year	<u>\$ 217,184</u>	<u>\$ 203,441</u>
Total Investments with Donor Restrictions	<u>\$ 218,138</u>	<u>\$ 204,167</u>

Investments in equity securities with readily determinable fair values are measured at fair value in the statement of financial position. Fair values are determined by reference to quoted market prices and other relevant information generated by market transactions. Investment income or loss (including gains and losses on investments, interest and dividends) is included in the statement of activities as increases or decreases in net assets without donor restrictions unless the income or loss is restricted by donor or law. Restricted gains and investment income whose restrictions are met in the same reporting period are reported as without donor restrictions.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

**NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED**

Both the Communities Foundation of Oklahoma and the Oklahoma City Community Foundation also receive donations designated for CCFI by other donors. Both Foundations have been granted variance power and have the authority to distribute those donations as they see fit; therefore, those donations are not reflected in the Organization's financial statements. The corpus of the funds may not be withdrawn; however, income distributed to the organization by the funds may be used for any purpose. The interest in the endowment funds is recorded in the financial statements in accordance with generally accepted accounting principles and relevant funding agreements. The market value of investments attributable to third-party donors held by the Oklahoma City Community Foundation equaled \$152,772 and \$141,344 at December 31, 2020 and 2019 respectively.

**Endowment Investment and Spending Policies** – The Foundations have adopted investment and spending policies, approved by their respective Boards of Directors, for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of these endowment assets over the long-term. The Foundation's spending and investment policies work together to achieve this objective. The investment policy establishes an achievable return objective through diversification of asset classes. The primary objective of the investments will be to provide for long-term return growth of principle and income without undue exposure to risk enabling the Foundations to make grants on a continuing and reasonably consistent basis. Therefore, the focus is on consistent long-term capital appreciation, with income generation as a secondary consideration. The Foundations' target is a diversified asset allocation that will enable the foundations to achieve their long-term return objectives within prudent risk parameters.

**Accounts Receivable** – Accounts receivable consists of requests for advances and/or reimbursements to grantor and pass-through agencies for grant funds, as well as balances due from individuals and organizations for program fees.

**Pledges Receivable** – Pledges (promises to give) are recognized when the donor makes a promise to give to CCFI that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

Pledges receivable at December 31<sup>st</sup> were as follows:

	<u>2020</u>	<u>2019</u>
Due in 1 year	\$ 138,695	\$ 290,682
Due in 2 – 5 years	166,024	273,145
Due in 5 – 10 years	<u>22,158</u>	<u>32,641</u>
Total	<u>\$ 326,877</u>	<u>\$ 596,468</u>

**Reserve for Uncollectible Pledges** – CCFI uses the allowance method to determine uncollectible promises receivable. This reserve has been established to more accurately reflect the value of pledges receivable. Based on historical information and trend analysis, management established this reserve at 22.5% of total pledges receivable at December 31, 2020 and 11.7% of total pledges receivable at December 31, 2019. The reserve account equaled \$73,585 on December 31, 2020 and \$69,836 on December 31, 2019.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

**Property and Equipment** – Acquisitions of property and equipment are stated at cost at date of acquisition or fair value at date of donation or contribution. Expenditures for maintenance and repairs are charged to expense as incurred. Assets costing \$5,000 or more are capitalized using the straight-line method based on the estimated useful life of the asset.

**Inventory** – Inventories are stated at the lower of cost or market value and consist of diapers, formula and other items donated to be distributed to charitable beneficiaries at the Organization's discretion.

**Cost Allocation** – The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. Salaries and benefits are charged directly to the programs for which work has been done based on estimates of time and effort. Occupancy costs are allocated on a square footage basis and other costs such as supplies, printing, travel, etc. which cannot be specifically identified to a program or supporting function are allocated to programs based on each program's direct salaries to total salaries expense. Allocation percentages are developed during the budget process.

**Concentrations of Credit Risk** – Financial instruments that potentially expose CCFI to concentrations of credit risk consist of cash, accounts receivable, and pledges receivable. Cash is deposited in high-quality financial institutions and accounts at each institution are insured by the Federal Deposit Insurance Corporation. Accounts receivable consist of billings made to grantor agencies for services rendered or under the terms of the various grants and contracts and are considered to be fully collectible. As previously discussed, CCFI has established a reserve for uncollectible pledges to more accurately report risks associated with its pledges receivable.

**Use of Estimates** – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Comparative Information** – The financial statements include certain 2019 comparative information. With respect to the statement of activities, such prior information is not presented by net asset class. In the statement of functional expenses, 2019 expenses by object are presented in total rather than by function category. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2019 from which the summarized information was derived.

**Income Taxes and Uncertain Tax Positions**

**Income Tax Status** – The Organization qualifies as an organization exempt from income taxes under Section 501(c)(3) of the *Internal Revenue Code* and is subject to a tax on income from any unrelated business, as defined by Section 509(a)(1) of the Code. From time to time, the Organization has unrelated business income related to contracts with the Oklahoma Department of Mental Health and Substance Abuse Services to provide consulting services to Griffin Memorial Hospital and Central Oklahoma Mental Health Center. Revenues totaling \$12,821 were received for these services in 2020. No accrual has been made to accrue a liability for unrelated business income tax, as any amount due is considered to be immaterial to the financial statements.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

The Organization has adopted the recognition requirements for uncertain income tax positions as required by generally accepted accounting principles. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return only when it is determined that the income tax position will more-likely-than-not be sustained upon examinations by taxing authorities. The Organization has analyzed tax positions taken for filing with the Internal Revenue Service and all state jurisdictions where it operates. The Organization believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on the Organization's financial condition, results of operations, or cash flows. Accordingly, the Organization has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at December 31, 2020.

Federal and state income tax statutes dictate that tax returns filed in any of the previous three reporting periods remain open to examination. Currently, the Organization has no open examinations with the Internal Revenue Service or the Oklahoma Tax Commission.

NOTE 3: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects CCFI's financial assets as of the statement of financial position date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions or board mandated restriction within one year of the statement of financial position date. Donor-restricted resources are available to support general expenditures to the extent that restrictions on those resources will be met by conducting the normal activities of CCFI's programs in the coming year.

	<u>2020</u>	<u>2019</u>
Financial assets at year end	\$ 1,519,829	\$ 1,272,061
Less those unavailable for general expenditures within one year		
Pledges receivable due in more than one year, net	( 114,597)	( 305,787)
Donor restricted investments	( 218,138)	( 204,167)
Board designated reserves:		
For operations	( 174,494)	( 174,494)
For maintenance	( 50,411)	( 38,661)
For unemployment	( 18,487)	( 18,487)
Retirement forfeitures	( 14)	( 1,887)
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 943,688</u>	<u>\$ 528,578</u>

As part of CCFI's liquidity management, it invests cash in excess of daily requirements in short-term investments, typically, money market funds. In addition, the Organization has access to a \$500,000 line of credit for operating funds. To date, no draws have been made on this line of credit.

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 4: PROPERTY AND EQUIPMENT

Activity related to property and equipment is identified below.

	Balance <u>2019</u>	Additions	Retirements	Balance <u>2020</u>
Buildings	\$ 3,221,173	\$ 6,482	\$ 0	\$ 3,227,655
Furniture and Fixtures	21,256	0	0	21,256
Office Equipment	5,852	0	0	5,852
Play Equipment	<u>71,571</u>	<u>16,539</u>	<u>0</u>	<u>88,110</u>
	3,319,852	<u>\$ 23,021</u>	<u>\$ 0</u>	3,342,873
Less Accumulated Depreciation	<u>( 401,133)</u>	<u>\$( 76,627)</u>	<u>\$ 0</u>	<u>( 477,760)</u>
Net Property and Equipment	<u>\$ 2,918,719</u>			<u>\$ 2,865,113</u>

Current year depreciation expense equaled \$76,627.

NOTE 5: LONG-TERM DEBT

- 1) The organization is party to a \$1 million line of credit (LOC) with a local bank which has been utilized for capital construction costs. This LOC bears a 5% variable interest rate and has a 3-year term, maturing in May 2021. Outstanding principal and all accrued unpaid interest are due May 31, 2021. Borrower is to pay regular semi-annual payments of all accrued unpaid interest beginning November 30, 2018 with subsequent payments due each half-year after that. This note was paid in full in 2020
- 2) CCFI is party to a \$500,000 line of credit (LOC) with a local bank. This LOC bears a 5.25% variable interest rate and matures June 2021. The LOC is to be used for operations as needed. To date, no draws have been made on this LOC.
- 3) In April 2020, CCFI applied for and was awarded a loan from the Small Business Administration under the Paycheck Protection Program, which was authorized by the CARES Act. This loan was in the amount of \$287,100 and, in accordance with the terms of the agreement, was forgiven on January 6, 2021.
- 4) In May 2020, CCFI was awarded an Economic Impact Disaster Loan (EIDL) by the Small Business Administration. This loan, in the amount of \$150,000 is a 30 year note and bears an interest rate of 2.75%. CCFI is to make monthly payments of \$641.00 each month beginning May 2022. Maturity date is May 18, 2050. Loan balance at December 31, 2020 equaled \$150,000.

	Balance <u>2019</u>	Additions	Retirements	Balance <u>2020</u>
Note 1	\$ 71,693	\$ 0	\$ 71,693	\$ 0
Note 3	0	287,100	0	287,100
Note 4	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>150,000</u>
Total	<u>\$ 71,693</u>	<u>\$ 437,100</u>	<u>\$ 17,693</u>	<u>\$ 437,100</u>

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 5: LONG-TERM DEBT, CONTINUED

Future debt service requirements equal:

	<u>Note 4</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 0	\$ 0	\$ 0
2022	2,166	2,733	4,899
2023	3,325	4,024	7,349
2024	3,417	3,931	7,348
2025	3,512	3,836	7,348
Thereafter	<u>137,580</u>	<u>55,926</u>	<u>193,506</u>
	<u>\$ 150,000</u>	<u>\$ 70,450</u>	<u>\$ 220,450</u>

NOTE 6 FAIR VALUE MEASUREMENT

The definition of fair value for financial reporting, establishes a framework for measuring fair value, and requires additional disclosure about the use of fair value measurements in an effort to make the measurement of fair value more consistent and comparable.

Fair value is defined as the amount that would be received from the sale of an asset or paid for the transfers of a liability in an orderly transaction between market participants, i.e. an exit price. To estimate an exit price, a three-tier hierarchy is used to prioritize the inputs.

Level 1: Quoted Prices in active markets for identical securities.

Level 2: Other significant observable inputs (including quoted prices for similar securities, interest rates, prepayment spread and credit risk).

Level 3: Significant unobservable inputs (including the organization's own assumptions in determining the fair value of investments).

The fair value measurements and levels within the fair value hierarchy of those measurements for the assets reported at fair value on a recurring basis at December 31<sup>st</sup> are as follows:

Fiscal year ended December 31, 2020

<u>Description</u>	<u>Fair Value</u>	<u>Quoted Prices In Active Markets for Identical Assets (Level 1)</u>	<u>Other Significant Observable Inputs (Level 2)</u>
Investments:			
Community Foundation of Oklahoma	\$ 954	\$ 954	\$ 0
Oklahoma City Community Foundation	<u>217,184</u>	<u>217,184</u>	<u>0</u>
Total Investments	<u>\$ 218,138</u>	<u>\$ 218,138</u>	<u>\$ 0</u>

NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 6 FAIR VALUE MEASUREMENT, CONTINUED

Fiscal year ended December 31, 2019

<u>Description</u>	<u>Fair Value</u>	<u>Quoted Prices In Active Markets for Identical Assets (Level 1)</u>	<u>Other Significant Observable Inputs (Level 2)</u>
Investments:			
Community Foundation of Oklahoma	\$ 726	\$ 726	\$ 0
Oklahoma City Community Foundation	<u>203,441</u>	<u>203,441</u>	<u>0</u>
Total Investments	<u>\$ 204,167</u>	<u>\$ 204,167</u>	<u>\$ 0</u>

NOTE 7: CONCENTRATIONS

CCFI derives a significant amount of its revenue from service contracts and grants from federal and state agencies. A significant reduction in the level of revenue from these agencies could have a material effect on the organization's programs, activities and operations.

NOTE 8: DONATED MATERIALS AND SERVICES

Donated materials and services are reflected as contributions at their estimated value on the date of receipt based on industry standards. The financial statements include the following in-kind donations:

	<u>2020</u>	<u>2019</u>
Space	\$ 150	\$ 16,800
Donated Goods	83,353	45,845
Professional Services	<u>1,350</u>	<u>0</u>
Total	<u>\$ 84,853</u>	<u>\$ 62,645</u>

Many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services. Volunteers provided 5,295 hours of non-professional services in 2020 and 9,206 hours in 2019.

NOTE 9: BOARD DESIGNATED NET ASSETS

Management has designated a portion of net assets without donor restrictions for the following uses:

	<u>2020</u>	<u>2019</u>
Operating Reserve	\$ 174,494	\$ 174,494
Maintenance Reserve	50,411	38,661
Unemployment Reserve	<u>18,487</u>	<u>18,487</u>
Total Designated Net Assets Without Donor Restrictions	<u>\$ 243,392</u>	<u>\$ 231,642</u>



NOTES TO FINANCIAL STATEMENTS

December 31, 2020

NOTE 10: CONTINGENCIES

In the normal course of operations, CCFI receives grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to insure compliance with conditions precedent to the granting of the funds. Any liability for a reimbursement which may arise as the result of the audits of the grant funds is not believed to be material.

NOTE 11: COMPENSATED ABSENCES

The organization recognizes its obligation relating to employees' rights to receive compensation for future absences attributable to services already rendered. Amounts accrued have been derived from the payroll system and estimated based on hours of leave accrued. The organization's liability for compensated absences equaled \$44,087 on December 31, 2020 and \$30,515 on December 31, 2019.

NOTE 12: EMPLOYEE BENEFIT PLANS

IRC Section 125 Flexible Benefits Plan – The organization maintains a cafeteria plan under Section 125 of the Internal Revenue Code. The benefits offered are medical expense reimbursement and dependent care reimbursement. An employee is eligible to participate if he/she works a minimum of 20 hours per week and may become a participant on the first day of the month following 30 days of employment.

IRC Section 403(b) Plan – CCFI's basic employer contribution plan is an ERISA 403(b) defined contribution plan. Employees are eligible to participate if they work at least 20 hours per week. Eligibility, benefits, definitions and requirements are determined by the Plan Agreement.

The Board of Directors may provide a non-elective employer retirement contribution, based on available financial resources, by a percentage to be determined by the Board, of each employee's annual salary. The employer contribution is authorized by the Board of Directors as part of the annual budget process and, like all items within the budget, is subject to change at any time by the Board of Directors depending on the financial status and needs of the Center for Children and Families, Inc. Additionally, the employee may choose to contribute up to 2% of their annual wages to be eligible for up to 2% employer match. Employer contributions for the years ended December 31, 2020 and 2019 equaled \$36,848 and \$29,145 respectively.

NOTE 13: RISKS AND UNCERTAINTIES

In early March 2020, the COVID-19 virus was declared a global pandemic, and it continues to spread. The outbreak in the United States has caused business disruption through mandated and voluntary closing of service sites and restrictions placed on delivery of services. While the disruption is currently expected to be temporary, the extent of the impact of COVID-19 on our operations and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on our clients, employees and vendors and current vaccination efforts, all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact our financial condition or results of operations is uncertain.

Management of CCFI has evaluated subsequent events through May 24, 2021, which is the date the financial statements were available to be issued.

# Saunders & Associates, PLLC

## Certified Public Accountants

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### INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors  
Center for Children & Families, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Center for Children & Families, Inc. (a non-profit organization), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated May 24, 2021.

#### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Center for Children & Families, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of Center for Children & Families, Inc.'s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Center for Children & Families, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Center for Children & Families, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



SAUNDERS & ASSOCIATES, PLLC  
Certified Public Accountants  
Ada, Oklahoma

May 24, 2021

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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Directors  
Center for Children & Families, Inc.

### Report on Compliance for Each Major Program

We have audited Center for Children & Families, Inc.'s compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of Center for Children & Families, Inc.'s major federal programs for the year ended December 31, 2020. Center for Children & Families, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### Management's Responsibility

Management is responsible for compliance with the requirements of federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Center for Children & Families, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Center for Children & Families, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Center for Children & Families, Inc.'s compliance.

### Opinion on Each Major Federal Program

In our opinion, Center for Children & Families, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

## Report on Internal Control Over Compliance

Management of Center for Children & Families, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Center for Children & Families, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected, and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Saunders & Associates, PLLC*

SAUNDERS & ASSOCIATES, PLLC  
Certified Public Accountants  
Ada, Oklahoma

May 24, 2021

SUPPLEMENTAL INFORMATION

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

For the Year Ended December 31, 2020

<u>Program Title/Source</u>	<u>Identifying Number</u>	<u>CFDA No.</u>	<u>Additional Identifier</u>	<u>Award</u>	<u>Expenditures</u>
<b>Federal Funding:</b>					
<u>U. S. Department of Justice</u>					
Passed Through Oklahoma District Attorney's Council:	73-0933253				
VOCA Program (20-21)		16.575		\$ 303,600	\$ 98,500
VOCA Program (19-20)		16.575		346,610	253,883
Total U. S. Department of Justice					<u>352,383</u>
<u>U.S. Small Business Administration</u>					
Disaster Assistance Loans	73-0933253	59.008		150,000	<u>150,000</u>
<u>U.S. Department of Treasury</u>					
Passed through Oklahoma Department of Commerce:	73-0933253				
Coronavirus Relief Fund		21.019	COVID	25,000	<u>25,000</u>
Passed through Oklahoma Dept. of Human Services/ Oklahoma Alliance of Boys and Girls Clubs:	73-0933253				
Coronavirus Relief Fund		21.019	COVID	251,158	<u>251,001</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS					<u>\$ 778,384</u>
<b>State Funding:</b>					
<u>Oklahoma Department of Human Services</u>					
Parent's Assistance Program:					
Child Abuse Prevention (20-21)				\$ 107,500	\$ 38,135
Child Abuse Prevention (19-20)				84,500	25,332
Access and Visitation Services (20-21)				21,240	16,191
Access and Visitation Services (19-20)				22,680	8,547
Youth Mentoring Incentive Grant (20-21)				9,580	3,717
Youth Mentoring Incentive Grant (19-20)				10,169	4,397
Total Oklahoma Department of Human Services					<u>96,319</u>
<u>Oklahoma Department of Mental Health</u>					
Health & Fitness Grant (20-21)				5,556	2,778
Health & Fitness Grant (19-20)				5,921	4,708
Total Oklahoma Department of Mental Health					<u>7,486</u>
TOTAL EXPENDITURES OF STATE AWARDS					<u>\$ 103,805</u>

\* The accompanying notes are an integral part of the financial statements.

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended December 31, 2020

NOTE 1: BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Center for Children & Families, Inc. and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedules only present a selected portion of the operations of the Organization, they are not intended to and do not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE 2: CONTINGENT LIABILITIES

The organization participates in a number of federally assisted programs. These programs are audited in accordance with *Government Auditing Standards* and the *Single Audit Act Amendments of 1996*, if applicable, in accordance with the required levels of Federal Financial Assistance. Audits of prior years have not resulted in any significant disallowed costs; however, grantor agencies may provide for further examinations. Based on prior experience, management believes that further examinations would not result in any significant disallowed costs.

NOTE 3: RELATIONSHIP TO FEDERAL FINANCIAL REPORTS

Amounts reported in the accompanying schedule may not agree with the amounts reported in the related Federal financial reports filed with the grantor agencies because of accruals made in the schedule which will be included in future reports filed with agencies.

NOTE 4: OUTSTANDING LOAN BALANCES

In May 2020, Center for Children & Families, Inc. was awarded an Economic Impact Disaster Loan (EIDL) by the Small Business Administration. This loan, in the amount of \$150,000 is a 30-year note and bears an interest rate of 2.5%. Loan balance at December 31, 2020 equaled \$150,000.

NOTE 5: INDIRECT COSTS

Center for Children & Families, Inc. has elected not to use the 10 percent de minimus indirect cost rate as allowed under the *Uniform Guidance*.



STATUS OF PRIOR AUDIT FINDINGS

December 31, 2020

None reported.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended \*Date.1\*

**Section 1 – Summary of Auditor’s Results**

*Financial Statements:*

Type of Auditor’s Report Issued: Unmodified

Internal Control Over Financial Reporting:

Material Weakness(es) identified?  Yes  No

Significant deficiencies identified not considered to be material weaknesses?  Yes  None Reported

Noncompliance material to financial statements noted?  Yes  No

*Federal Awards:*

Internal Control Over Major Programs:

Material weakness(es) identified?  Yes  No

Significant deficiencies identified not considered to be material weakness(es)?  Yes  None Reported

Type of auditor’s report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance, Section .510(a)?  Yes  No

Dollar threshold used to distinguish between Type A and Type B programs \$750,000

Auditee qualified as low-risk auditee?  Yes  No

*Identification of Major Programs:*

CFDA #  
16.575

PROGRAM TITLE  
Victims of Crime Assistance

**Section II – Financial Statement Findings and Questioned Costs:**

None reported.

**Section III – Federal Awards Findings and Questioned Costs:**

None reported.

# Oklahoma Return of Organization Exempt from Income Tax

Form 512E  
2020



Item 1.

Section 501(c) of the Internal Revenue Code

**PART 1** For the year January 1 - December 31, 2020, or other taxable year beginning: 2020 ending: 2020 Place an 'X' if:  
(1) Initial return (2) Final return (3) Amended return (See Schedule 512E-X on page 2)

Name of organization: **CENTER FOR CHILDREN & FAMILIES**  
Federal Employer Identification Number: **73-0933253**  
Address (number and street): **210 S COCKREL AVE**  
Date qualified for tax exempt status: **1969**  
City, State or Province, Country and ZIP or Foreign Postal Code: **NORMAN, OK 73071**

OFFICE USE ONLY

**PART 2: STATEMENT OF UNRELATED BUSINESS TAXABLE INCOME** (Please read instructions on pages 2-3)

	Total Federal	Allocable Oklahoma
A Total unrelated trade or business income - applicable Federal Form(s) 990	12821	12821
B Total unrelated trade or business deductions - applicable Fed. Form(s) 990	11655	11655
C Unrelated business taxable income - enter here and on line 1 below	1166	1166

**INCOME SUBJECT TO TAX**

1 Unrelated business taxable income - from statement above (allocable to Oklahoma)	1	1166 00
2 Other net income - enclose schedule	2	00
3 Oklahoma Capital Gain deduction (provide Form 561-C)	3	00
4 Oklahoma taxable income (total of lines 1, 2 and 3)	4	1166 00

**TAX COMPUTATION**

5 Tax at 6% of line 4. If Trust - See Rate Schedule on page 2 and place an '1' in the box. If recapturing the Oklahoma Affordable Housing Tax Credit, add the recaptured credit here and enter a '2' in the box. If making an Okla. installment payment pursuant to IRC Sec. 965(h) and 68 O.S. Sec. 2368(K), add the installment payment here and enter a "3" in the box	5	70 00
6 Less: Other Credits Form (total from Form 511CR)	6	00
7 Balance of tax due (line 5 minus line 6, but not less than zero)	7	70 00
8 2020 Oklahoma estimated tax and extension payments and prior year carryforward	8	00
9 Oklahoma withholding (provide Form 1099, Form 500A, Form 500B or other withholding statement)	9	00
10 Amount paid with original return and amount paid after it was filed (amended return only)	10	00
11 Any refunds or overpayment applied (amended return only)	11	00
12 Total of lines 8 through 11	12	00
13 Overpayment (if line 12 is larger than line 7 enter amount overpaid)	13	00
14 Amount of line 13 to be credited to 2021 estimated tax (original return only)	14	00

Line 15 provides you the opportunity to make a financial gift from your refund to a variety of Oklahoma organizations. Place the line number of the organization from page 3 of this form in the box below and enter the amount you are donating. If giving to more than one organization, put a "99" in the box and attach a schedule showing how you would like your donation split.

15 Donations from your refund <input type="checkbox"/> \$2 <input type="checkbox"/> \$5 <input type="checkbox"/> \$ _____	15	00
16 Add lines 14 and 15 and enter amount	16	00
17 Amount to be refunded to you (line 13 minus line 16) Refund	17	00

**Direct Deposit Note:**

All refunds must be by direct deposit. See Direct Deposit Information on page 4 for details.

Is this refund going to or through an account that is located outside of the United States?  Yes  No  
Deposit my refund in my:  checking account  savings account

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

18 Tax Due (if line 7 is larger than line 12 enter tax due)	Tax Due ... 18	70 00
19 (a) Donation: Support the Oklahoma General Revenue Fund (For information regarding this fund, see page 3, #3)	19a	00
(b) Donation: Public School Classroom Support Fund (For information regarding this fund, see page 3, #8)	19b	00
20 For delinquent payment, add penalty of 5% plus interest at 1.25% per month	20	00
21 Underpayment of estimated tax interest Annualized	21	00
22 Total tax, penalty and interest due - Add lines 18-21; pay in full with return	Balance Due ... 22	70 00

Under penalty of perjury, I declare the information contained in this document, attachments and schedules are true and correct to the best of my knowledge and belief.

Signature of Officer or Trustee: <i>Alexis Lux</i>	Date: <i>07/19/20</i>	Check this box if the Oklahoma Tax Commission may discuss this return with your tax preparer. <input checked="" type="checkbox"/>	Signature of Preparer: <i>Saunders &amp; Associates PUE</i>	Date: <i>7/8/21</i>
Print Name: <b>ALEXIS LUX</b>	Title: <b>CEO</b>		Printed Name of Preparer: <b>GLORIA J CHACE, CPA; SAUNDERS &amp; ASSOCIATES</b>	Phone Number: <b>(580) 332-8548</b>

## Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

# 2020

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

**A** For the 2020 calendar year, or tax year beginning , 2020, and ending , 20

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Center for Children & Families Inc 210 S. Cockrel Ave Norman, OK 73071	<b>D</b> Employer identification number 73-0933253	<b>E</b> Telephone number 405-364-1420
<b>F</b> Name and address of principal officer: <b>Alexis Lux</b> Same As C Above		<b>G</b> Gross receipts \$ <b>1,776,194.</b> <b>H(a)</b> Is this a group return for subordinates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>H(b)</b> Are all subordinates included? Yes <input type="checkbox"/> No <input type="checkbox"/> If "No," attach a list. See instructions	
<b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		<b>H(c)</b> Group exemption number ▶	
<b>J</b> Website: ▶ <b>ccfinorman.org</b>		<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶	
<b>L</b> Year of formation: <b>1969</b>		<b>M</b> State of legal domicile: <b>OK</b>	

### Part I Summary

<b>1</b>	Briefly describe the organization's mission or most significant activities: <u>To heal children, empower youth, and strengthen families because every child deserves to grow up safe, nurtured and loved.</u>		
<b>2</b>	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
<b>3</b>	Number of voting members of the governing body (Part VI, line 1a).....	<b>3</b>	20
<b>4</b>	Number of independent voting members of the governing body (Part VI, line 1b).....	<b>4</b>	20
<b>5</b>	Total number of individuals employed in calendar year 2020 (Part V, line 2a).....	<b>5</b>	48
<b>6</b>	Total number of volunteers (estimate if necessary).....	<b>6</b>	266
<b>7a</b>	Total unrelated business revenue from Part VIII, column (C), line 12.....	<b>7a</b>	12,821.
<b>7b</b>	Net unrelated business taxable income from Form 990-T, Part I, line 11.....	<b>7b</b>	166.
<b>8</b>	Contributions and grants (Part VIII, line 1h).....	<b>Prior Year</b>	<b>Current Year</b>
<b>9</b>	Program service revenue (Part VIII, line 2g).....	1,428,786.	1,612,136.
<b>10</b>	Investment income (Part VIII, column (A), lines 3, 4, and 7d).....	199,504.	138,994.
<b>11</b>	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e).....	4,080.	5,778.
<b>12</b>	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12).....	35,169.	19,286.
<b>13</b>	Grants and similar amounts paid (Part IX, column (A), lines 1-3).....	1,667,539.	1,776,194.
<b>14</b>	Benefits paid to or for members (Part IX, column (A), line 4).....	52,932.	31,718.
<b>15</b>	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10).....	1,382,395.	1,356,045.
<b>16a</b>	Professional fundraising fees (Part IX, column (A), line 11e).....		
<b>b</b>	Total fundraising expenses (Part IX, column (D), line 25) ▶ <u>147,301.</u>		
<b>17</b>	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e).....	498,737.	588,072.
<b>18</b>	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25).....	1,934,064.	1,975,835.
<b>19</b>	Revenue less expenses. Subtract line 18 from line 12.....	-266,525.	-199,641.
<b>20</b>	Total assets (Part X, line 16).....	<b>Beginning of Current Year</b>	<b>End of Year</b>
<b>21</b>	Total liabilities (Part X, line 26).....	4,203,496.	4,401,351.
<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20.....	106,093.	487,842.
		4,097,403.	3,913,509.

### Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer <u>Alexis Lux</u>	Date <u>07/19/2021</u>
	Type or print name and title <u>Alexis Lux</u> <span style="float: right;">CEO</span>	

<b>Paid Preparer Use Only</b>	Print/Type preparer's name <u>Gloria J Chace, CPA</u>	Preparer's signature <u>Gloria J Chace, CPA</u>	Date	Check <input type="checkbox"/> if self-employed	PTIN <u>P01391497</u>
	Firm's name ▶ <u>Saunders &amp; Associates PLLC</u>	Firm's EIN ▶ <u>20-8209116</u>		Phone no. <u>(580) 332-8548</u>	
	Firm's address ▶ <u>630 East 17th Street</u> <u>Ada, OK 74820</u>				

May the IRS discuss this return with the preparer shown above? See instructions.....  Yes  No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

To heal children, empower youth, and strengthen families because every child deserves to grow up safe, nurtured and loved.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?...

Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ 698,333. including grants of \$ ) (Revenue \$ 118,684.)

Healing children through counseling and play therapy for children and youth who have experienced relationship trauma. 123 children and youth received counseling.

4b (Code: ) (Expenses \$ 578,894. including grants of \$ ) (Revenue \$ 170.)

Empowering youth through enriching out-of-school time activities for youth from low-income neighborhoods. 149 children and youth received enriching out-of-school time services.

4c (Code: ) (Expenses \$ 421,459. including grants of \$ ) (Revenue \$ 20,090.)

Strengthening families through parent education and support services for teen parents, new parents, divorcing parents, and families struggling with abuse and neglect issues. 881 parents and children received family education and support.

4d Other program services (Describe on Schedule O.)

(Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses 1,698,686.

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors See instructions?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If 'Yes,' complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If 'Yes,' complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If 'Yes,' complete Schedule D, Part V	X	
11 If the organization's answer to any of the following questions is 'Yes,' then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI	X	
b Did the organization report an amount for investments – other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII		X
c Did the organization report an amount for investments – program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If 'Yes,' complete Schedule D, Part X	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? If 'Yes,' complete Schedule D, Parts XI and XII	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If 'Yes,' complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If 'Yes,' complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If 'Yes,' complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III		X
20a Did the organization operate one or more hospital facilities? If 'Yes,' complete Schedule H		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If 'Yes,' complete Schedule I, Parts I and II		X

**Part IV Checklist of Required Schedules** (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If 'Yes,' complete Schedule I, Parts I and III.	X	
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If 'Yes,' complete Schedule J.		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a.		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?		
25a <b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? If 'Yes,' complete Schedule L, Part I.		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I.		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If 'Yes,' complete Schedule L, Part II.		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If 'Yes,' complete Schedule L, Part III.		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If 'Yes,' complete Schedule L, Part IV.		X
b A family member of any individual described in line 28a? If 'Yes,' complete Schedule L, Part IV.		X
c A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? If 'Yes,' complete Schedule L, Part IV.		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If 'Yes,' complete Schedule M.	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If 'Yes,' complete Schedule M.		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If 'Yes,' complete Schedule N, Part I.		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If 'Yes,' complete Schedule N, Part II.		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Schedule R, Part I.		X
34 Was the organization related to any tax-exempt or taxable entity? If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1.		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Schedule R, Part V, line 2.		
36 <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? If 'Yes,' complete Schedule R, Part V, line 2.		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If 'Yes,' complete Schedule R, Part VI.		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note:</b> All Form 990 filers are required to complete Schedule O.	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V.

	Yes	No
1 a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable.		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable.		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

**Part V** Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2 a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return. . . . . 2 a 48		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? . . . . . 2 b X	X	
<i>Note:</i> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3 a	Did the organization have unrelated business gross income of \$1,000 or more during the year? . . . . . 3 a X	X	
b	If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation on Schedule O. . . . . 3 b X	X	
4 a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? . . . . . 4 a		X
b	If 'Yes,' enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5 a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? . . . . . 5 a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? . . . . . 5 b		X
c	If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T? . . . . . 5 c		
6 a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? . . . . . 6 a		X
b	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? . . . . . 6 b		
<b>7 Organizations that may receive deductible contributions under section 170(c).</b>			
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? . . . . . 7 a		X
b	If 'Yes,' did the organization notify the donor of the value of the goods or services provided? . . . . . 7 b		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? . . . . . 7 c		X
d	If 'Yes,' indicate the number of Forms 8282 filed during the year. . . . . 7 d		
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? . . . . . 7 e		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . . . . 7 f		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? . . . . . 7 g		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? . . . . . 7 h		
8	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? . . . . . 8		
9	<b>Sponsoring organizations maintaining donor advised funds.</b>		
a	Did the sponsoring organization make any taxable distributions under section 4966? . . . . . 9 a		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? . . . . . 9 b		
10	<b>Section 501(c)(7) organizations.</b> Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12. . . . . 10 a		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities . . . . . 10 b		
11	<b>Section 501(c)(12) organizations.</b> Enter:		
a	Gross income from members or shareholders . . . . . 11 a		
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) . . . . . 11 b		
12 a	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041? . . . . . 12 a		
b	If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year. . . . . 12 b		
13	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
a	Is the organization licensed to issue qualified health plans in more than one state? . . . . . 13 a		
<i>Note:</i> See the instructions for additional information the organization must report on Schedule O.			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans . . . . . 13 b		
c	Enter the amount of reserves on hand . . . . . 13 c		
14 a	Did the organization receive any payments for indoor tanning services during the tax year? . . . . . 14 a		X
b	If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation on Schedule O. . . . . 14 b		
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? . . . . . 15		X
If 'Yes,' see instructions and file Form 4720, Schedule N.			
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? . . . . . 16		X
If 'Yes,' complete Form 4720, Schedule O.			



**Part VI Governance, Management, and Disclosure** For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
1 a	Enter the number of voting members of the governing body at the end of the tax year. . . . . If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.	20	
1 b	Enter the number of voting members included on line 1a, above, who are independent . . . . .	20	
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? . . . . .		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person? . . . . .		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? . . . . .		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets? . . . . .		X
6	Did the organization have members or stockholders? . . . . .		X
7 a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? . . . . .		X
7 b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? . . . . .		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: <b>See Schedule O</b>		
8 a	The governing body? . . . . .	X	
8 b	Each committee with authority to act on behalf of the governing body? . . . . .		X
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses on Schedule O. . . . .		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10 a	Did the organization have local chapters, branches, or affiliates? . . . . .		X
10 b	If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? . . . . .		
11 a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? . . . . .	X	
12 a	Describe in Schedule O the process, if any, used by the organization to review this Form 990. <b>See Schedule O</b>		
12 a	Did the organization have a written conflict of interest policy? If 'No,' go to line 13. . . . .	X	
12 b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? . . . . .	X	
12 c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this was done. . . . . <b>See Schedule O</b>	X	
13	Did the organization have a written whistleblower policy? . . . . .	X	
14	Did the organization have a written document retention and destruction policy? . . . . .	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
15 a	The organization's CEO, Executive Director, or top management official. <b>See Schedule O</b> . . . . .	X	
15 b	Other officers or key employees of the organization. . . . . If 'Yes' to line 15a or 15b, describe the process in Schedule O (see instructions).		X
16 a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? . . . . .		X
16 b	If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? . . . . .		

**Section C. Disclosure**

- 17 List the states with which a copy of this Form 990 is required to be filed ▶ OK
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. **See Schedule O**
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records ▶  
**Alexis Lux 210 S. Cockrel Ave. Norman OK 73071 405-364-1420**

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII.

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1 a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Alexis Lux CEO	40 0	X		X				104,505.	0.	19,021.
(2) Barbara O'Brien Board Member	2 0	X						0.	0.	0.
(3) Jennifer Davenport Treasurer	2 0	X		X				0.	0.	0.
(4) Josh Edge President	2 0	X		X				0.	0.	0.
(5) J J Waggoner Past President	2 0	X		X				0.	0.	0.
(6) Beth Brown Board Member	2 0	X						0.	0.	0.
(7) Breanna Honeycutt Board Member	2 0	X						0.	0.	0.
(8) Sarah Jensen Schettler Board Member	2 0	X						0.	0.	0.
(9) Leslie Christopher Board Member	2 0	X						0.	0.	0.
(10) Xavier Neira Board Member	2 0	X						0.	0.	0.
(11) Scott Meier Board Member	2 0	X						0.	0.	0.
(12) Quy Nguyen Board Member	2 0	X						0.	0.	0.
(13) Christine Seapy Board Member	2 0	X						0.	0.	0.
(14) Ryan Clark Board Member	2 0	X						0.	0.	0.

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** (Continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) Victoria Bumgarner President-Elect	2 0	X		X				0.	0.	0.
(16) Angela Wheeler Board Member	2 0	X						0.	0.	0.
(17) Greg Castro Board Member	2 0	X						0.	0.	0.
(18) Monica Diaz Board Member	2 0	X						0.	0.	0.
(19) John Downs Secretary	2 0	X		X				0.	0.	0.
(20) Ryan Rasnic Board Fellow	2 0	X						0.	0.	0.
(21)										
(22)										
(23)										
(24)										
(25)										
<b>1 b Subtotal</b>								104,505.	0.	19,021.
<b>c Total from continuation sheets to Part VII, Section A</b>								0.	0.	0.
<b>d Total (add lines 1b and 1c)</b>								104,505.	0.	19,021.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **1**

	Yes	No
3 Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

**Section B. Independent Contractors**

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1 a</b> Federated campaigns.....	<b>1 a</b> 156,453.					
	<b>b</b> Membership dues.....	<b>1 b</b>					
	<b>c</b> Fundraising events.....	<b>1 c</b>					
	<b>d</b> Related organizations.....	<b>1 d</b>					
	<b>e</b> Government grants (contributions)....	<b>1 e</b> 882,628.					
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above...	<b>1 f</b> 573,055.					
	<b>g</b> Noncash contributions included in lines 1a-1f.....	<b>1 g</b> 83,352.					
	<b>h Total.</b> Add lines 1a-1f.....		1,612,136.				
	<b>Program Service Revenue</b>	<b>2 a</b> <u>Program Class Fees</u> .....		624100	138,799.	138,799.	
<b>b</b> <u>Training/Registration Fees</u> .....		624100	195.	195.			
<b>c</b> .....							
<b>d</b> .....							
<b>e</b> .....							
<b>f</b> All other program service revenue...							
<b>g Total.</b> Add lines 2a-2f.....				138,994.			
<b>Other Revenue</b>	<b>3</b> Investment income (including dividends, interest, and other similar amounts).....			5,778.		5,778.	
	<b>4</b> Income from investment of tax-exempt bond proceeds.....						
	<b>5</b> Royalties.....						
	<b>6 a</b> Gross rents.....		(i) Real				
		<b>6 a</b>	(ii) Personal				
		<b>b</b> Less: rental expenses.....	<b>6 b</b>				
		<b>c</b> Rental income or (loss).....	<b>6 c</b>				
	<b>d</b> Net rental income or (loss).....						
	<b>7 a</b> Gross amount from sales of assets other than inventory.....		(i) Securities				
		<b>7 a</b>	(ii) Other				
		<b>b</b> Less: cost or other basis and sales expenses.....	<b>7 b</b>				
		<b>c</b> Gain or (loss).....	<b>7 c</b>				
	<b>d</b> Net gain or (loss).....						
	<b>8 a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18.....	<b>8 a</b>					
		<b>b</b> Less: direct expenses.....		<b>8 b</b>			
<b>c</b> Net income or (loss) from fundraising events.....							
<b>9 a</b> Gross income from gaming activities. See Part IV, line 19.....	<b>9 a</b>						
	<b>b</b> Less: direct expenses.....		<b>9 b</b>				
	<b>c</b> Net income or (loss) from gaming activities.....						
<b>10 a</b> Gross sales of inventory, less: returns and allowances.....	<b>10 a</b>						
	<b>b</b> Less: cost of goods sold....		<b>10 b</b>				
	<b>c</b> Net income or (loss) from sales of inventory.....						
<b>Miscellaneous Revenue</b>	<b>11 a</b> <u>Consulting Fees</u> .....		541610	12,821.	12,821.		
	<b>b</b> <u>Other</u> .....		900099	6,465.	6,465.		
	<b>c</b> .....						
	<b>d</b> All other revenue.....						
	<b>e Total.</b> Add lines 11a-11d.....			19,286.			
<b>12 Total revenue.</b> See instructions.....			1,776,194.	145,459.	12,821.	5,778.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX.

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.	31,718.	31,718.		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members.				
5 Compensation of current officers, directors, trustees, and key employees.	105,526.	36,061.	69,465.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).	0.	0.	0.	0.
7 Other salaries and wages.	949,513.	889,734.		59,779.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	36,848.	31,833.	2,229.	2,786.
9 Other employee benefits.	187,885.	168,981.	9,443.	9,461.
10 Payroll taxes.	76,273.	66,865.	5,051.	4,357.
11 Fees for services (nonemployees):				
a Management.				
b Legal.				
c Accounting.	10,581.	9,237.	748.	596.
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	147,299.	102,380.	11,724.	33,195.
12 Advertising and promotion.	210.	140.	70.	
13 Office expenses.	43,379.	33,683.	3,160.	6,536.
14 Information technology.				
15 Royalties.				
16 Occupancy.	68,751.	62,918.	2,551.	3,282.
17 Travel.	1,264.	995.	269.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	8,241.	6,666.	942.	633.
20 Interest.	2,395.			2,395.
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	76,628.	66,315.	4,584.	5,729.
23 Insurance.	34,168.	29,828.	2,416.	1,924.
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a Client Support Services	67,314.	54,221.	6,640.	6,453.
b Equipment Acquisition	43,065.	42,325.	435.	305.
c Dues, Subscriptions, Licenses	42,091.	32,164.	695.	9,232.
d Program Material & Snacks	33,021.	32,064.	596.	361.
e All other expenses.	9,665.	558.	8,830.	277.
25 Total functional expenses. Add lines 1 through 24e.	1,975,835.	1,698,686.	129,848.	147,301.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X.

		(A) Beginning of year		(B) End of year	
<b>Assets</b>	1	Cash – non-interest-bearing.....	117,416.	1	279,570.
	2	Savings and temporary cash investments.....	486,404.	2	702,765.
	3	Pledges and grants receivable, net.....	602,805.	3	332,541.
	4	Accounts receivable, net.....	65,436.	4	204,953.
	5	Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B).....		6	
	7	Notes and loans receivable, net.....		7	
	8	Inventories for sale or use.....	1,386.	8	8,194.
	9	Prepaid expenses and deferred charges.....	11,330.	9	8,215.
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D.....	10a 3,342,873.		
	b	Less: accumulated depreciation.....	10b 477,760.	2,918,719.	10c 2,865,113.
	11	Investments – publicly traded securities.....		11	
	12	Investments – other securities. See Part IV, line 11.....		12	
	13	Investments – program-related. See Part IV, line 11.....		13	
	14	Intangible assets.....		14	
	15	Other assets. See Part IV, line 11.....		15	
16	<b>Total assets.</b> Add lines 1 through 15 (must equal line 33).....	4,203,496.	16	4,401,351.	
<b>Liabilities</b>	17	Accounts payable and accrued expenses.....	34,400.	17	50,742.
	18	Grants payable.....		18	
	19	Deferred revenue.....		19	
	20	Tax-exempt bond liabilities.....		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D.....		21	
	22	Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....		22	
	23	Secured mortgages and notes payable to unrelated third parties.....	71,693.	23	437,100.
	24	Unsecured notes and loans payable to unrelated third parties.....		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D.....		25	
	26	<b>Total liabilities.</b> Add lines 17 through 25.....	106,093.	26	487,842.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/>				
	<b>and complete lines 27, 28, 32, and 33.</b>				
	27	Net assets without donor restrictions.....	3,746,749.	27	3,900,639.
	28	Net assets with donor restrictions.....	350,654.	28	12,870.
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/>				
	<b>and complete lines 29 through 33.</b>				
	29	Capital stock or trust principal, or current funds.....		29	
	30	Paid-in or capital surplus, or land, building, or equipment fund.....		30	
31	Retained earnings, endowment, accumulated income, or other funds.....		31		
32	<b>Total net assets or fund balances.</b> .....	4,097,403.	32	3,913,509.	
33	<b>Total liabilities and net assets/fund balances.</b> .....	4,203,496.	33	4,401,351.	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,776,194.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,975,835.
3	Revenue less expenses. Subtract line 2 from line 1	3	-199,641.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	4,097,403.
5	Net unrealized gains (losses) on investments	5	15,747.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	3,913,509.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2b	Were the organization's financial statements audited by an independent accountant? If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
2c	If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	X	
3b	If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	X	

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047 **Item 1.**

**2020**

**Open to Public Inspection**

Name of the organization <b>Center for Children &amp; Families Inc</b>	Employer identification number <b>73-0933253</b>
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**Part I Reason for Public Charity Status.** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2  A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations: \_\_\_\_\_
  - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
<b>Total</b>						



**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants'.) . . . . .	1,641,074.	1,650,899.	1,501,129.	1,428,786.	1,612,136.	7,834,024.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						0.
3 The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						0.
4 <b>Total.</b> Add lines 1 through 3. . . . .	1,641,074.	1,650,899.	1,501,129.	1,428,786.	1,612,136.	7,834,024.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . .						0.
6 <b>Public support.</b> Subtract line 5 from line 4. . . . .						7,834,024.

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
7 Amounts from line 4. . . . .	1,641,074.	1,650,899.	1,501,129.	1,428,786.	1,612,136.	7,834,024.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources. . . . .	3,689.	3,441.	3,288.	4,080.	5,778.	20,276.
9 Net income from unrelated business activities, whether or not the business is regularly carried on. . . . .						0.
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) See Part VI . . . . .	9,960.	31,690.	13,607.	35,169.	19,286.	109,712.
11 <b>Total support.</b> Add lines 7 through 10. . . . .						7,964,012.
12 Gross receipts from related activities, etc. (see instructions). . . . .					12	852,409.
13 <b>First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here.</b> . . . . . ▶ <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

14 Public support percentage for 2020 (line 6, column (f), divided by line 11, column (f)) . . . . .	14	98.37%
15 Public support percentage from 2019 Schedule A, Part II, line 14. . . . .	15	98.46%
16a <b>33-1/3% support test—2020.</b> If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization. . . . . ▶ <input checked="" type="checkbox"/>		
b <b>33-1/3% support test—2019.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization. . . . . ▶ <input type="checkbox"/>		
17a <b>10%-facts-and-circumstances test—2020.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization. . . . . ▶ <input type="checkbox"/>		
b <b>10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the 'facts-and-circumstances' test. The organization qualifies as a publicly supported organization. . . . . ▶ <input type="checkbox"/>		
18 <b>Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions. . . . . ▶ <input type="checkbox"/>		

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any 'unusual grants.').....						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose.....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513.						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf.....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge....						
<b>6 Total.</b> Add lines 1 through 5....						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons.....						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year.....						
<b>c</b> Add lines 7a and 7b.....						
<b>8 Public support.</b> (Subtract line 7c from line 6.).....						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2016	(b) 2017	(c) 2018	(d) 2019	(e) 2020	(f) Total
<b>9</b> Amounts from line 6.....						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources.....						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975....						
<b>c</b> Add lines 10a and 10b.....						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on.....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.).....						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.).....						

**14 First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here.**

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2020 (line 8, column (f), divided by line 13, column (f)).....	<b>15</b>	%
<b>16</b> Public support percentage from 2019 Schedule A, Part III, line 15.....	<b>16</b>	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2020 (line 10c, column (f), divided by line 13, column (f)).....	<b>17</b>	%
<b>18</b> Investment income percentage from 2019 Schedule A, Part III, line 17.....	<b>18</b>	%

**19a 33-1/3% support tests—2020.** If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization.

**b 33-1/3% support tests—2019.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization.

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If 'No,' describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If 'Yes,' explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If 'Yes,' answer lines 3b and 3c below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If 'Yes,' describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If 'Yes,' explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ('foreign supported organization')? <i>If 'Yes' and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If 'Yes,' describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If 'Yes,' explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If 'Yes,' answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If 'Yes,' provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If 'Yes,' complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If 'Yes,' provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If 'Yes,' provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If 'Yes,' provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If 'Yes,' answer line 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations** (continued)

11 Has the organization accepted a gift or contribution from any of the following persons?

- a A person who directly or indirectly controls, either alone or together with persons described in lines 11b and 11c below, the governing body of a supported organization?
- b A family member of a person described in line 11a above?
- c A 35% controlled entity of a person described in line 11a or 11b above? If 'Yes' to line 11a, 11b, or 11c, provide detail in Part VI.

	Yes	No
11a		
11b		
11c		

**Section B. Type I Supporting Organizations**

- 1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If 'No,' describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.
- 2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If 'Yes,' explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.

	Yes	No
1		
2		

**Section C. Type II Supporting Organizations**

- 1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If 'No,' describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).

	Yes	No
1		

**Section D. All Type III Supporting Organizations**

- 1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?
- 2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If 'No,' explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).
- 3 By reason of the relationship described in line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If 'Yes,' describe in Part VI the role the organization's supported organizations played in this regard.

	Yes	No
1		
2		
3		

**Section E. Type III Functionally Integrated Supporting Organizations**

- 1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).
  - a  The organization satisfied the Activities Test. Complete line 2 below.
  - b  The organization is the parent of each of its supported organizations. Complete line 3 below.
  - c  The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).

2 Activities Test. Answer lines 2a and 2b below.

- a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If 'Yes,' then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.
  - b Did the activities described in line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If 'Yes,' explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.
- 3 Parent of Supported Organizations. Answer lines 3a and 3b below.
- a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If 'Yes' or 'No,' provide details in Part VI.
  - b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If 'Yes,' describe in Part VI the role played by the organization in this regard.

	Yes	No
2a		
2b		
3a		
3b		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

<b>Section A – Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

<b>Section B – Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

<b>Section C – Distributable Amount</b>			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

BAA

Schedule A (Form 990 or 990-EZ) 2020

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)**

<b>Section D – Distributions</b>		<b>Current Year</b>
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required – provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	<b>Total annual distributions.</b> Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2020 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

<b>Section E – Distribution Allocations (see instructions)</b>	<b>(i) Excess Distributions</b>	<b>(ii) Underdistributions Pre-2020</b>	<b>(iii) Distributable Amount for 2020</b>
1	Distributable amount for 2020 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2020 (reasonable cause required – explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2020		
a	From 2015.....		
b	From 2016.....		
c	From 2017.....		
d	From 2018.....		
e	From 2019.....		
f	<b>Total</b> of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2020 distributable amount		
i	Carryover from 2015 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2020 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2020 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2020, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2020. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	<b>Excess distributions carryover to 2021.</b> Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2016.....		
b	Excess from 2017.....		
c	Excess from 2018.....		
d	Excess from 2019.....		
e	Excess from 2020.....		

BAA

**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**Part II, Line 10 - Other Income**

Nature and Source	2020	2019	2018	2017	2016
Other Income	\$ 19,286.	\$ 35,169.	\$ 13,607.	\$ 31,690.	\$ 9,960.
Total	<u>\$ 19,286.</u>	<u>\$ 35,169.</u>	<u>\$ 13,607.</u>	<u>\$ 31,690.</u>	<u>\$ 9,960.</u>

**Additional Explanation of Other Income**

Other revenues used to defray the cost of operations.

Schedule B

(Form 990, 990-EZ, or 990-PF)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, Form 990-EZ, or Form 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047 Item 1.

2020

Name of the organization: Center for Children & Families Inc
Employer identification number: 73-0933253

Organization type (check one):

Filers of:

Section:

- Form 990 or 990-EZ: [X] 501(c)( 3 ) (enter number) organization
[ ] 4947(a)(1) nonexempt charitable trust not treated as a private foundation
[ ] 527 political organization
Form 990-PF: [ ] 501(c)(3) exempt private foundation
[ ] 4947(a)(1) nonexempt charitable trust treated as a private foundation
[ ] 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- [ ] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- [X] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering 'N/A' in column (b) instead of the contributor name and address), II, and III.
[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year.. \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).



Name of organization

Employer identification number

Center for Children & Families Inc

73-0933253

**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	Okla Dept of Human Service P. O. Box 25352 Okla City, OK 73125	\$ 347,320.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	Okla District Attorney's Council 421 N W 13th St Ste 290 Okla City, OK 73103	\$ 352,383.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	City of Norman P. O. Box 370 Norman, OK 73069	\$ 120,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	Alan Brinkley 2622 Walnut Rd. Norman, OK 73072	\$ 109,640.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	Herbalife Nutrition Foundation 800 W Olympic Blvd Ste 406 Los Angeles, CA 90015-1367	\$ 42,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)



Name of organization

Center for Children & Families Inc

Employer identification number

73-0933253

**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.)..... ▶\$ \_\_\_\_\_ N/A  
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	N/A		

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

**SCHEDULE D  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ Complete if the organization answered 'Yes' on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.  
▶ Attach to Form 990.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047 **Item 1.**

**2020**

**Open to Public Inspection**

Name of the organization

Employer identification number

Center for Children & Families Inc

73-0933253

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Part II Conservation Easements.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (for example, recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2 a
b Total acreage restricted by conservation easements .....	2 b
c Number of conservation easements on a certified historic structure included in (a) .....	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register .....	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ \_\_\_\_\_

4 Number of states where property subject to conservation easement is located ▶ \_\_\_\_\_

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \_\_\_\_\_

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ \_\_\_\_\_

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 .....

(ii) Assets included in Form 990, Part X .....

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 .....

b Assets included in Form 990, Part X .....

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)**

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):

- a  Public exhibition
- b  Scholarly research
- c  Preservation for future generations
- d  Loan or exchange program
- e  Other \_\_\_\_\_

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

b If 'Yes,' explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1 c
d Additions during the year	1 d
e Distributions during the year	1 e
f Ending balance	1 f

2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No

b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII.

**Part V Endowment Funds.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance	204,167.	178,163.	197,227.	181,881.	175,937.
b Contributions					
c Net investment earnings, gains, and losses	23,481.	35,362.	-9,935.	23,642.	5,984.
d Grants or scholarships					
e Other expenditures for facilities and programs	-9,510.	-9,351.	-9,127.	-8,294.	
f Administrative expenses		-7.	-2.	-2.	-40.
g End of year balance	218,138.	204,167.	178,163.	197,227.	181,881.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment  0.43 %
- b Permanent endowment  99.57 %
- c Term endowment  %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) Unrelated organizations	X	
(ii) Related organizations		X
b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R?		

4 Describe in Part XIII the intended uses of the organization's endowment funds. See Part XIII

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land		455,000.		455,000.
b Buildings		2,772,655.	431,986.	2,340,669.
c Leasehold improvements				
d Equipment		115,218.	45,774.	69,444.
e Other				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				2,865,113.

BAA

**Part VII Investments – Other Securities.**

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		

**Part VIII Investments – Program Related.**

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		

**Part IX Other Assets.**

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	

**Part X Other Liabilities.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII. See Part XIII.

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements.....		1	1,793,441.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
	a Net unrealized gains (losses) on investments.....	2 a	15,747.	
	b Donated services and use of facilities.....	2 b	1,500.	
	c Recoveries of prior year grants.....	2 c		
	d Other (Describe in Part XIII.).....	2 d		
	e Add lines 2a through 2d.....	2 e	17,247.	
3	Subtract line 2e from line 1.....		3	1,776,194.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b.....	4 a		
	b Other (Describe in Part XIII.).....	4 b		
	c Add lines 4a and 4b.....	4 c		
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.).....		5	1,776,194.

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements.....		1	1,977,335.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
	a Donated services and use of facilities.....	2 a	1,500.	
	b Prior year adjustments.....	2 b		
	c Other losses.....	2 c		
	d Other (Describe in Part XIII.).....	2 d		
	e Add lines 2a through 2d.....	2 e	1,500.	
3	Subtract line 2e from line 1.....		3	1,975,835.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b.....	4 a		
	b Other (Describe in Part XIII.).....	4 b		
	c Add lines 4a and 4b.....	4 c		
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.).....		5	1,975,835.

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**Part V, Line 4 - Intended Uses Of Endowment Fund**

Endowment distributions will be used to cover costs related to the organizations on-going mission.

**Part X - FASB ASC 740 Footnote**

Income Tax Status - The Organization qualifies as an organization exempt from income taxes under Section 501(c) (3) of the Internal Revenue Code and is subject to a tax on income from any unrelated business, as defined by Section 509(a) (1) of the Code.

No provision for income taxes has been recorded.

**Part XIII Supplemental Information** (continued)**Part X - FASB ASC 740 Footnote (continued)**

The Organization has adopted the recognition requirements for uncertain income tax positions as required by generally accepted accounting principles. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return only when it is determined that the income tax position will more-likely-than-not be sustained upon examinations by taxing authorities. The Organization has analyzed tax positions taken for filing with the Internal Revenue Service and all state jurisdictions where it operates. The Organization believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on the Organization's financial condition, results of operations, or cash flows. Accordingly, the Organization has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at December 31, 2020.

Federal and state income tax statutes dictate that tax returns filed in any of the previous three reporting periods remain open to examination. Currently, the Organization has no open examinations with the Internal Revenue Service or the Oklahoma Tax Commission.



**SCHEDULE I  
(Form 990)**

**Grants and Other Assistance to Organizations,  
Governments, and Individuals in the United States**

OMB No. 1545-0047 **Item 1.**

**2020**

**Open to Public  
Inspection**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 21 or 22.  
▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization: **Center for Children & Families Inc**  
Employer identification number: **73-0933253**

**Part I General Information on Grants and Assistance**

- 1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?  Yes  No
- 2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States. **See Part IV**

**Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance
(1) ----- ----- -----							
(2) ----- ----- -----							
(3) ----- ----- -----							
(4) ----- ----- -----							
(5) ----- ----- -----							
(6) ----- ----- -----							
(7) ----- ----- -----							
(8) ----- ----- -----							

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table ..... ▶ **0**

3 Enter total number of other organizations listed in the line 1 table ..... ▶ **0**

**Part III Grants and Other Assistance to Domestic Individuals.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 22. Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of noncash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
1 Food and household Items	4	394.			
2 Diapers, wipes & formula	1,313		19,244.	FMV	42764
3 Holiday gifts	272	8,682.	3,398.	Donor Valuation	Holiday gifts to clients/children
4					
5					
6					
7					

**Part IV Supplemental Information.** Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

**Part I, Line 2 - Procedures for Monitoring Use of Grants Funds in U.S.**

The Clinical director authorizes each cash grant made to an individual. With the exception of diapers and formula, cash or inkind grants are made only to active clients with limited resources and a specific need that has been verified by their counselor. Diapers and formula are given in small quantities once per month.

**SCHEDULE M  
(Form 990)**

**Noncash Contributions**

OMB No. 1545- Item 1.

**2020**

**Open to Public  
Inspection**

Department of the Treasury  
Internal Revenue Service

- ▶ Complete if the organizations answered 'Yes' on Form 990, Part IV, lines 29 or 30.
- ▶ Attach to Form 990.
- ▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Name of the organization

Center for Children & Families Inc

Employer identification number

73-0933253

**Part I Types of Property**

	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1 Art – Works of art.....				
2 Art – Historical treasures.....				
3 Art – Fractional interests.....				
4 Books and publications.....				
5 Clothing and household goods.....	X		83,352.	FMV, Cost
6 Cars and other vehicles.....				
7 Boats and planes.....				
8 Intellectual property.....				
9 Securities – Publicly traded.....				
10 Securities – Closely held stock.....				
11 Securities – Partnership, LLC, or trust interests.....				
12 Securities – Miscellaneous.....				
13 Qualified conservation contribution – Historic structures.....				
14 Qualified conservation contribution – Other.....				
15 Real estate – Residential.....				
16 Real estate – Commercial.....				
17 Real estate – Other.....				
18 Collectibles.....				
19 Food inventory.....				
20 Drugs and medical supplies.....				
21 Taxidermy.....				
22 Historical artifacts.....				
23 Scientific specimens.....				
24 Archeological artifacts.....				
25 Other ▶ (.....)				
26 Other ▶ (.....)				
27 Other ▶ (.....)				
28 Other ▶ (.....)				

29 Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part V, Donee Acknowledgement..... **29**

	Yes	No
30a During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?.....		X
b If 'Yes,' describe the arrangement in Part II.		
31 Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?.....		X
32a Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?.....		X
b If 'Yes,' describe in Part II.		
33 If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.		

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule M (Form 990) 2020

**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-

Item 1.

**2020**

**Open to Public  
Inspection**

Name of the organization

Center for Children & Families Inc

Employer identification number

73-0933253

**Form 990, Part VI, Line 8 - Explanation of No Contemporaneously Documentation of Meetings**

Committees are not authorized to act on behalf of the Board.

**Form 990, Part VI, Line 11b - Form 990 Review Process**

The form 990 is distributed to members of the Board of Directors and placed on the agenda of the monthly Board of Directors meeting for discussion and approval prior to filing.

**Form 990, Part VI, Line 12c - Explanation of Monitoring and Enforcement of Conflicts**

Part VI, Section B, Line 12(c) - Annual Board Member agreement signed by each Board Member includes reference to conflict of interest policy and a disclosure statement. In addition, throughout the year, Board members are reminded of conflict of interest policy and their obligation to disclose any conflicts.

**Form 990, Part VI, Line 15a - Compensation Review & Approval Process - CEO & Top Management**

For the Executive Director, the Finance Committee prepares comparability data and the Board discusses performance and compensation in closed executive session. The Board then votes on compensation in open session and documents the rationale. Board officers are not compensated.

**Form 990, Part VI, Line 19 - Other Organization Documents Publicly Available**

The documents are available for review by members of the public at the organization's offices, and the organization's web site includes a statement indicating availability upon request.

# Application for Automatic Extension of Time To File an Exempt Organization Return

► **File a separate application for each return.**  
► **Go to [www.irs.gov/Form8868](http://www.irs.gov/Form8868) for the latest information.**

**Electronic filing (e-file).** You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit [www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits](http://www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits).

## Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

<b>Type or print</b>	Name of exempt organization or other filer, see instructions.	Taxpayer identification number (TIN)
	Center for Children & Families Inc	73-0933253
File by the due date for filing your return. See instructions.	Number, street, and room or suite number. If a P.O. box, see instructions.	
	210 S. Cockrel Ave	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions.	
	Norman, OK 73071	

Enter the Return Code for the return that this application is for (file a separate application for each return) ..... 01

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

• The books are in the care of ► Alexis Lux -----

Telephone No. ► 405-364-1420 Fax No. ► 405-364-1433

- If the organization does not have an office or place of business in the United States, check this box.
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the whole group, check this box ..... . If it is for part of the group, check this box...  and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until 11/15, 2021, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- calendar year 2020 or
- tax year beginning \_\_\_\_\_, 20\_\_\_\_, and ending \_\_\_\_\_, 20\_\_\_\_\_.

2 If the tax year entered in line 1 is for less than 12 months, check reason:  Initial return  Final return  Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions .....	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit .....	3b	\$	0.
c <b>Balance due.</b> Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.....	3c	\$	0.

**Caution:** If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

## Empowering Youth

For more than twenty years, the City of Norman has provided substantial financial support to Center for Children and Families, Inc. (CCFI) for free or very low cost after school services for low-income youth residing in Norman. For 16 years, Neighborhood Centers services were provided on school sites in the Wilson/Longfellow and Kennedy/Irving neighborhoods. In July 2015 Boys & Girls Club of Norman (BGCN) was implemented to expand the number of youth served, increase hours of service to 20 hours over 5 days per week, and benefit from the program curricula, training, quality standards and other support provided by Boys & Girls Club of America.

In 1999, Neighborhood Centers was developed as a community collaboration to respond to high needs neighborhoods representing a significant percentage of the overall poverty and juvenile crime in the City of Norman. In subsequent years, a review of crime data from the Norman Police Department suggested that the implementation of Neighborhood Centers correlated with a significant and sustained decrease in juvenile arrests.

Boys & Girls Club of Norman's target population continues to be children and youth who reside in neighborhoods with high poverty and crime rates, many of whom have experienced relationship trauma such as domestic violence, child abuse or neglect. As a program of CCFI, BGCN is able to benefit from the expertise of CCFI professional staff and its 50 years of experience addressing the needs of families struggling with trauma. Most of the enrolled members come from Adams, Jefferson, Kennedy, and Wilson Elementary Schools, Irving and Longfellow Middle Schools with a few from Norman High and Norman North High Schools. Norman Public Schools transports students from four of these school sites and Club members are able to walk from two nearby schools. The Club opens its doors, on a space available basis, to all students enrolled in Norman Public Schools ages 6-18.

Melissa Klink serves as the CEO of CCFI overseeing multiple programs in the agency, including Boys & Girls Club of Norman. Her history in non-profit mental healthcare, helps drive the advocacy and trauma-informed work of the Club. The Boys & Girls Club is led by Executive director Whitney Dunn with her Program Director, Lee Brandon. Whitney has extensive experience leading afterschool youth programming. Lee is a Licensed Clinical Social Worker with several years of experience leading after school programs and working as a therapist with low income families who have experienced significant trauma. Lee's background has facilitated the further development of a trauma informed approach to after school services. The trauma informed approach includes increased structure, lower youth to adult ratios and creative and individually tailored interventions to help youth resolve conflicts and learn to manage strong feelings without aggressive behavior.

The overall goals of BGCN prevention services are 1) safety and a sense of belonging 2) avoidance of crime, delinquency and other high-risk behaviors, 3) academic success, 4) healthy lifestyles and 5) character and leadership skills. As members arrive from school, the Regional Food Bank of Oklahoma supported Kids Cafe provides a healthy dinner. Following dinner, members have Kid choice time to spend on the playground, the outdoor basketball court or the gym. In addition, members have access to an extensive library of books, a newly renovated art room, and many enrichment activities and board games. Each

## City of Norman – Boys & Girls Club of Norman Annual Report

day, Club members participate in Power Hour with staff and volunteer support to complete homework, engage in STEM projects and other interactive academic enrichment activities. Other programming is offered using curricula provided through Boys & Girls Club of America such as Smart Moves, to promote self-awareness, healthy habits, decision making and goal setting and Career Launch, to promote job-readiness and career preparation for teens. Before members leave for home each day they receive a healthy snack.

In 2021 the Boys & Girls club of Norman serviced a total of 107 members during our virtual programming, afterschool program, and summer camp. Enrollment was still limited for the 2021-2022 school year, due to us still operating a socially distant program of 85 members. We are still taking all safety precautions seriously and have had minimum closures due to our detailed precautions. We know now, more than ever, that our kids need a safe and healthy place to be and with the support of the City of Norman we can continue to provide that through the Club.

94% of members reported the club provides a safe and positive environment. 92% of BGCN members report they are building healthy supportive relationships with the adults that work at the club.

89% of members feel a sense of belonging at the club

93% of members are expected to graduated High School

CCFI is grateful for the many public and private partners who make financial and in-kind investments in Boys & Girls Club of Norman. These partnerships and their impact on children, youth and their families would not be possible without the steadfast commitment of the City of Norman. Partner organizations we work with include:

- **United Way of Norman:** United Way of Norman provides funding for BGCN and works to support the quality of youth development and out-of-school time services throughout the community.
- **Norman Public Schools:** Norman Public Schools contributes financially to the partnership and also allow BGCN members to utilize school buses, vans, and other resources at no cost to the program. Bus transportation is provided from three elementary schools and one middle school daily throughout the school year.
- **Norman Police Department:** The Norman Police Department partners with CCFI to work and engage with the youth we serve, participating in outreach activities and presentations.
- **Red River Community Corps:** BGCN continues a long term partnership with the AmeriCorps program. Currently one full-time and two part-time members serve as part of the staff.
- **University of Oklahoma:** BGCN serves as a practicum, internship, and volunteer site for many OU students. Approximately 100 OU students associated with a wide range of campus groups - including service organizations, fraternities and sororities - have volunteered with or worked to support the program. Additionally we have two work study students who are employed by the University but provide work hours to the Club, which is a vital cost savings measure for our budget.
- **Bethesda:** Bethesda staff provide child sexual abuse prevention presentations to members and parents.

## Financial Information

Page 4 of this report is the FY 2022 and Estimated FY 2023 revenues and expenses for Boys & Girls Club of Norman. The FY 2022 Budget includes one-time for capital improvements funded by CARES Act as well as extensive hail damage repairs. The 2020 audited financial statements and 990s tax returns are attached.

**Fees for Service:** Boys & Girls Club of Norman charges its members ten dollars per semester and twenty dollars for summer camp. Membership fees represent less than 1% of the program budget.

**Actions to Generate Income:** In addition to the City of Norman funding, operating costs for the Club are funded from United Way of Norman, foundation and corporate grants, Norman Public schools and small state contracts. Over the last two years, there has been an influx of pandemic relief funds which has supported temporary expansion and enhancements. An application for multi-year Elementary and Secondary School Emergency Relief (ESSER) funds for after school programs is pending award.

In addition to making personal financial contributions to the agency, the CCFI Board of Directors continues to seek supplementary funding sources to reduce the impact of a down philanthropic climate. The Sustainable Funding Committee works closely with the Development and Communication Team to oversee the resource development process and find ways to diversify revenue for CCFI. All Board members participate in our annual end of year campaign by identifying and soliciting individual and corporate prospects.

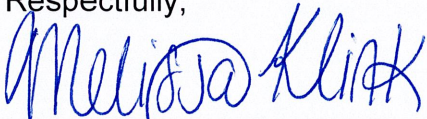
## Fiscal Year 2022 Request

For FY 2022, the City of Norman generously provided \$120,000 to support the Boys & Girls Club of Norman Partnership. **CCFI respectfully requests that the City of Norman continue its investment at \$120,000 for FY 2023.**

This continued investment in BGCN will support the staffing levels required for the high need population served. A minimum 12:1 student to staff ratio is required to provide the high-quality, structured programming and additional support for students struggling with emotional and behavioral problems.

We sincerely appreciate the ongoing support of the City of Norman and its dedication to improving the lives of children in our community.

Respectfully,



Melissa Klink, Chief Executive Officer  
Center for Children and Families, Inc.



## City of Norman – Boys & Girls Club of Norman Annual Report

Revenue	FY 22	Est FY 2022
United Way	43,000	43,000
Donor Contributions	281,626	137,556
Foundations	105,000	105,000
Norman Public Schools*	32,000	32,000
City Fees & Grants	120,000	120,000
State & Federal Fees and Grants	155,187	18,136
Program Fees	2,800	2,800
<b>Total Revenue</b>	739,613	458,492
<b>Expense</b>		
Salary & Wages	254,691	273,323
Benefits	68,976	69,623
<i>Total Salary &amp; Benefits</i>	323,667	342,946
<b>Operating Expenses</b>		
Professional Fees	33,890	39,244
Supplies	31,944	9,112
Telephone Expense	3,932	3,895
Postage and Shipping	596	591
Occupancy	309,066	31,286
Outside Printing & Artwork	2,321	3,095
Transportation	359	200
Conferences, Conventions & Meetings	1,764	1,622
Subscriptions and Licensure	8,041	8,030
Specific Assistance to Individuals	1,997	954
Rental, Maintenance of Equipment allocated	848	840
Insurance allocated	10,771	10,991
Equipment Acquisition allocated	5,365	681
Miscellaneous Expenses allocated	5,051	5,004
<i>Total Operating Expense</i>	415,946	115,546
<b>Total Expenses</b>	739,613	458,492



The Norman Firehouse Art Center, Inc.'s

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# 2022 Organization Annual Report

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Fiscal Year: September 1, 2020 - August 31, 2021  
**City of Norman | Parks and Recreation Board**

## **ANNUAL REPORT**

01. Narrative of Annual Activities\*
02. Organization Mission Statement & Goals
03. Class Fee Structure
04. Number of Participants
05. Breakdown of Revenues by Category
06. Revenue Beginning and Ending Fund Balance\*
07. Annual Budget\*
08. Current Record of Officers
09. Individuals Responsible for Maintaining  
Books and Records
10. Affirmation of Yearly Tax Returns\*
11. Current Board Members

## **\*ATTACHMENTS**

01. Detailed Activities Narrative
06. End of Year Fund Balance 2020
07. Budget for the Fiscal Year 2020 - 2021
10. I.R.S. Form 990

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# 01. Narrative of Annual Activities

## Overview of Activities for FY 2020 - 2021

In March 2020, when the pandemic shut down most businesses, the Firehouse Art Center was hit very hard with the loss of all staff except the Executive Director. The Firehouse lost over thirty years of historical knowledge. In April 2020, we hired Lacy Jo Burgess-Cady as Operations Coordinator, who has been instrumental in keeping our business open. Over the past two years, we have tried to fill the positions and hired eight new staff members, but during the “great Resignation,” workers are not staying in their jobs, and the new staff did not stay for more than a few weeks. In 2022 we hired two new full-time staff for the Gift Shop and Executive Assistant. We hope to move forward this year with a full team and a bright outlook for the future.

The Firehouse Art Center is a non-profit 501(c)(3) corporation located at 444 South Flood Avenue, Norman, Oklahoma 73069. The Firehouse was founded in 1970 as a community arts center, operating out of a vacated, city-owned building, which previously served as a fire station. The facility has since transformed to house highly professional visual arts studios, accommodating adult and youth art education programming, a permanent gift shop, and a dedicated exhibition gallery space. The Firehouse has become the foremost provider of art education programming in Norman’s public elementary schools. We have invested over \$325,000 in elementary school outreach programs, which have reached over 17,100 students in the past twelve years. In a typical year, the Firehouse serves as a partner to many community events and reaches approximately 8,000 individuals every year through the organization’s extensive breadth of programming.

The Firehouse Art Center, along with granting partners the Oklahoma Arts Council, the Norman Arts Council, the National Endowment for the Arts, and Allied Arts, continues to build a cultural infrastructure to strengthen the arts in Norman and its surrounding communities. By offering equal access to educational, high-quality visual art opportunities for everyone, regardless of their socioeconomic background, the Firehouse is laying the groundwork for generations of individuals with the knowledge, appreciation, and personal investment in the arts to become advocates for the future of the arts in the state of Oklahoma. The Firehouse implemented two new open house events in 2021. Our “Veterans Family Day” and “Back to the Arts Family Day” were designed for all ages to come together for a day of hands-on creating. **Support from the City of Norman is imperative in assisting us to achieve our mission, including providing accessible visual arts programming for underserved groups such as adults with disabilities, U.S. Armed Forces Veterans, and youth from disadvantaged socioeconomic circumstances. As such, the Firehouse Art Center requests \$60,000 for operational expenses for the fiscal year ending 2022.**

## 01. NARRATIVE OF ANNUAL ACTIVITIES

## Arts Learning in Communities: Children

In the past year, the Firehouse Art Center's Art After School and Children's Summer Art Program served a total of 234 students through the Firehouse award-winning approach to primary art education. Classes educate and encourage children to express themselves through visual art with original ideas and concepts. Firehouse classes help children build fundamental and advanced cognitive skills and promote diverse critical thinking and learning methods. The Firehouse Creating with Masters curriculum introduces children to the works of master and modern artists and teaches them about the history of art, museums, and art techniques while meeting the Oklahoma Academic Standards for Fine Arts: Visual Arts guidelines. This year we added three Art and Wellness for Children classes to our summer class offerings. These classes were designed to help students address and learn coping skills for anxiety associated with COVID disruptions. These classes also encouraged students to express their emotions through art.

Classes are structured by age groups (five to six, seven to ten, and eleven to fourteen) and include a variety of mediums, including painting, drawing, ceramics, collage, and mixed media. In past years, the Firehouse has augmented this programming through a field trip partnership with the Fred Jones Jr. Museum of Art, which provides students with the opportunity to explore art in a

formal museum setting and experience the work of master artists firsthand while discovering the rich art resources available in their community. While we were unable to take our students to the museum this year due to the COVID-19 lockdown, we are excitedly anticipating returning to the museum with our students in the coming year.

During the past fiscal year, the Firehouse's Art After School (A.A.S.) program, offered September through May, taught 113 children ages five to fourteen in four semesters.

The Firehouse implemented an alternate schedule of six class meetings over two weeks to accommodate social distancing. This schedule allowed us to limit the number of students in the building and eliminate cross-contamination because the class was the only one using the studio during that period. We could sanitize the facilities between courses.

The Firehouse is also continuing to develop new visual arts curriculum for ages 5-14, which is now available for free on our website to keep children in quarantine connected to the arts at home.

Art After School classes is offered at \$105 per course, which equals a cost of \$10.50 per hour for ten hours of high-quality art education.



Art After School Program



Children's Summer Art Program

01. NARRATIVE OF ANNUAL ACTIVITIES

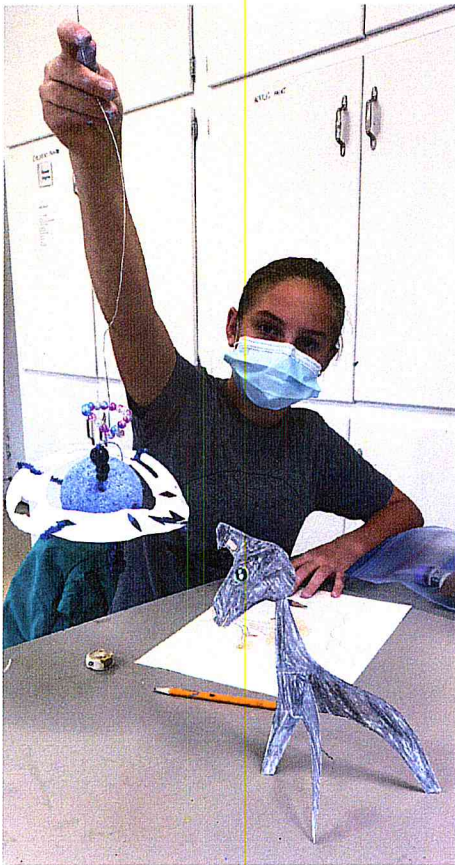
# Arts Learning in Communities: Youth & Teen Program

The Firehouse Art Center's Youth & Teen programming provides intensive visual arts experiences for adolescents ages ten to seventeen. The Youth & Teen program at the Firehouse Art Center includes advanced drawing and painting and multimedia courses offered during four eight-week semesters each year and unique workshop opportunities. These classes are tuition-based, but significant scholarships are provided for teens in need. FY 2020-2021, 60 youth and teens participated in visual arts education at the Firehouse.

Students attend their art class once or twice a week, for two hours, totaling 16 classroom hours each semester. All of the Firehouse's Youth & Teen classes, in keeping

with the Firehouse's overarching curriculum guidelines, follow intensive, multidisciplinary curricula that foster alternative methods of learning and multiple intelligences in conjunction with visual arts education. Advanced youth courses are aligned with the Firehouse's adult class offerings at \$158 per course, with an average of \$9.88 per hour for 16 hours of art education.

In addition to regularly offered in-house programs, the Firehouse provided opportunities for local teens to develop visual arts skills further, exhibit their work to a public audience, and engage with the local art community in the last year.



Art After School - 10 to 14 year olds



Children's Summer - Youth & Teen, 11 to 16 years old



## 01. NARRATIVE OF ANNUAL ACTIVITIES

# Arts Learning in Communities: Adults

This year, adult classes at the Firehouse were offered in various mediums, including painting, drawing, jewelry, printmaking, fiber, and fused glass. Classes were offered six days a week from September through August, taking place throughout the day, beginning as early as 9 AM and ending as late as 9 PM.

Adult courses are designed for individuals ages 17 and up and focus on developing self-expression, building technical skills, and studying art history and master artists, with particular attention given to the students' individual needs. Students in the Firehouse's adult classes come from diverse backgrounds and careers, with skill levels varying from beginner to professional artist that enhances each class dynamic while stimulating creativity and the production of unique works of art. This year, the Firehouse introduced new beginners' classes that are four weeks in duration. These courses are designed to allow adults with other time constraints to pursue their creativity. In FY 2020-2021, 142 adult students received visual arts instruction at the Firehouse.

The Firehouse also provides art learning opportunities to adults with varying degrees of cognitive, physical, and learning disabilities through the Healing Studio program. This visual arts program is intended to nurture and provide an outlet for the creative expressions of these individuals at no cost. The intent of the program is that participants who may feel marginalized or isolated by society will instead feel acceptance and experience an improved quality of life through their art. Every year, the FAC Gallery hosts an exhibition featuring work by Healing Studio participants. This experience has become crucial for the validation of the students, both as artists and as valued members of society. This is the program's most significant source of community support, providing encouragement and recognition to the artists while experiencing art as a fundamental expression of health and diversity. The Healing Studio did not meet FY 2020-2021 but did restart in January of 2022. We have shared our new online curriculum with our Healing Studio students to continue creating art at home.



Adult Jewelry Making Class



Adult Drawing Class

## 01. NARRATIVE OF ANNUAL ACTIVITIES

# Community Arts Program: Outreach Partnerships

In response to COVID-19 health concerns, the Firehouse adjusted its community outreach activities to include no-contact drawing and sculpting demonstrations rather than hands-on activities. The Firehouse also took part in the modified Tinkering in the Park with the Science Museum of Oklahoma and the Outdoor Movie Series. We are excited to resume our outreach in the community as these events begin to be held in person.

In a typical year, the Firehouse, in partnership with Norman and Oklahoma City metro-area organizations, facilitates free art activities that encourage creative thinking and visual arts learning at events across the community. In recent years, the Firehouse has strengthened recurring partnerships with the City of Norman's Outdoor Movie Series and Earth Day, the Downtown Norman Fall Festival, the National Weather Center's National Weather Festival, Norman P.T.A.'s Chocolate Festival and Reflections competition, Norman Pride, the Norman Music Festival, and more. As a member agency with Allied Arts, we participate in the Plaza District Festival and the Science Museum Oklahoma's Tinkerfest. Through these many partnerships, the Firehouse provided visual art experiences to 1,173 individuals in the past year.

All programming provided by the Firehouse at these events

is offered at no cost to participants and incorporates visual arts education, including hands-on, creative components. The projects at each event are rooted in high-level visual arts education that encourages creativity and self-expression. They can be modified to provide customized arts experiences while maintaining a solid foundation curriculum rooted in the Firehouse's Creating with the Masters guidelines and the Oklahoma Academic Standards for Fine Arts: Visual Arts. The technical skills required for each activity are designed to accommodate individuals of various ages, abilities, and learning capacities.

As we come out of COVID restrictions, the Firehouse designed and implemented two events held at our site this year. These were the Veteran's Family Day and the Back to the Arts Day. These events were designed to encourage underserved populations unfamiliar with the Firehouse and its programs and mission. We hope to make Back to the Arts Day a reoccurring yearly event. By developing and refining flexible educational visual arts projects that can serve various partnering organizations' needs, the Firehouse will sustain and grow its community outreach activities in the coming year, enhancing current partnerships and seeking opportunities with other like-minded organizations in the area.



Back to the Arts - Fused Glass Studio



Back to the Arts - Drawing and Painting Studio

## 01. NARRATIVE OF ANNUAL ACTIVITIES

## FAC Gallery and Gift Shop

The FAC Gallery and Gift Shop promote awareness and community involvement with the visual arts and provide visual arts programming that supports local artists. Both are free and open to the public and are typically open six days a week during the Firehouse's operating hours. During COVID, our hours have been Wednesday – Saturday, 10-4:00 PM, but we are set to return to regular hours starting February 2022. Built in 1983, the 690 square foot gallery offers quality art exhibitions. It presents artwork from emerging, established, local, and out-of-state artists, as well as shows highlighting the Firehouse's educational programs.

The FAC Gallery exhibits professional artists working in all media, including painting, collage, sculpture, mixed-media, fiber, photography, and more. In 2020 - 2021, over 2,000 people visited. We have expanded the annual Holiday Gift Gallery to include the gallery during the restriction. This has allowed us to provide a more consistent income stream to our gallery artists, the vast majority of whom live in Oklahoma.

The gift shop is unique to Norman because it represents high-quality fine art pieces at multiple price points, connects the Firehouse's mission of promoting the visual arts to members of the local community, and creates arts patrons. The gift shop only displays original art pieces, primarily from artists who make their living from artwork sales. These artists, 90% of whom are based in Oklahoma, appreciate the ability to be represented in the thriving art community of Norman, with their work accessible to local shoppers. Through artist and community feedback, the Firehouse has determined that its hours of operation (open 46 hours a week), ideal location for reaching individuals through the surrounding city park, and high-quality artwork standards have led to additional sales and wages for the artists. The gift shop supports the Firehouse's commitment to promoting local professional artists.



FAC Gallery



Holiday Gift Gallery 2021



# 02. Organization Mission Statement & Goals

## Mission

The Norman Firehouse Art Center enriches our community by offering the highest quality visual arts education, experiences and exhibitions.

## Goals for 2020 - 2021

### Long-term

- Become a leading community arts education facility in the state
- Maintain and refine mission-focused program implementation and administration
- Maintain and enhance partnerships with other non-profits and arts organizations, and build new relationships with non-arts organizations
- Initiate efforts for building improvements that will better serve the community, support the Firehouse's in-house programs, and enhance the overall desirability to live, work, and play in Norman.
- Advocate for the visual arts in Norman and the Oklahoma City metro area
- Promote and expand visual arts education in Norman's public elementary schools (grades K-5)
- To make Back to the Arts an Annual Events

### Operations & Organization Development

- Hire and train new staff members; facilitate team transitions
- Recruit additional art educators
- Restructure classes and outreach activities to meet the needs of the Norman community after COVID-19
- Continue open house to foster an environment of inclusiveness
- Produce art education videos to highlight Firehouse programs
- Continue developing and expanding online learning curriculum

### Financial

- Financial Independence
- Achieve continued financial stability by utilizing a for-profit perspective to approach the Firehouse's non-profit fiscal management
- Increase in-house revenues through memberships, sponsorships, class tuition, and artwork sales
- Ensure all programming shows a positive cash flow, which will provide a surplus for reinvestment in the organization
- Expand support from members, sponsors, partnerships, and grants
- Obtain additional support for the Firehouse's programs for underserved populations, which include community outreach, art education in schools, veterans, and Healing Studio

### Education

- Uphold visual arts education standards in all programming by following the Oklahoma Academic Standards for Fine Arts: Visual Arts guidelines and the Firehouse's own Creating with the Masters guidelines for curriculum development
- Develop partnerships with groups and organizations specializing in Science, Technology, Engineering, and Mathematics (STEM) to create STEAM programs
- Build upon the Firehouse's outstanding reputation in schools (PreK - 5) by continuing art education programs and partnerships with Norman Public Schools
- Introduce new short-form classes and workshops that are 2-3 hours in duration

# 2020 - 2021 Awards & Accomplished Goals

## Awards & Recognition

- Received the AT&T Foundation Grant for expansion of the Firehouse's Veterans Program
- Norman Transcript Reader's Choice Awards finalist for Best Museum and Best Art Exhibit Venue
- Consistently voted as one of the best organizations in the visual arts by Norman Transcript readers over the past eleven years

## Accomplished Goals

- Transitioned to an online enrollment system to improve and streamline the process of signing up for classes for Firehouse students
- Adapted classroom space to meet challenges presented by COVID
- Returned to a regular schedule (Fall 2021)
- Added beginning adult classes to attract and meet the needs of our audience
- Developed and launched a new online art learning curriculum for ages 5-14, available for free on the Firehouse's website
- Recruited new faculty and developed visual arts faculty instructors
- Expanded and enhanced partnerships with a multitude of community organizations to provide over 5,000 individuals with visual arts activities and engagements at community events
- Participated in and presented at A.V.A. Fest - Austin TX to strengthen alliances for veterans between states



Back to the Arts Poster with Supporters



Holiday Gift Gallery 2021

# 03. Class Fee Structures

## Children's Classes

- **Art After School:**  
\$105.00 for 8 weeks/10 hours of visual arts education
- **Children's Summer Art Program:**  
\$105.00 for 1 week/10 hours of visual arts education  
OR  
\$210.00 for 2 weeks/20 hours of visual arts education
- **(Advanced) Youth & Teen Program:**  
\$176.00 for 8 weeks/16 hours of visual arts education

## Adult Classes

- **Drawing:** \$176.00 for 8 weeks/16 hours of lessons
  - **Painting:** \$176.00 for 8 weeks/16 hours of lessons
  - **Jewelry:** \$232.00 for 8 weeks/24 hours of lessons
  - **Glass:** \$232.00 for 8 weeks/24 hours of lessons
- Classes may have additional material and/or technical fees.*

## Workshops

The Firehouse offers seasonal workshops on a quarterly basis; these afford new and returning students a taste of the mediums and techniques offered in the longer semesters. These workshops are priced at \$15 an hour.

Professional level workshops are offered on an occasional basis, featuring both local and national instructors. These workshops are priced at \$150 - \$375, depending on the number of hours.

## Older Adults + Adults with Disabilities

Healing Studio is free to participants through scholarships valued at \$30 per weekly, two-hour session. The FAC provides up to 12 scholarships a week to older adults and individuals with varying degrees of cognitive, physical, and learning disabilities through the *Healing Studio* program. The weekly sessions provide a supportive, risk-free environment for the students to experiment with the creative process through self-expression.

## Scholarships

- 33 scholarships awarded to adults, teens, and children
- Children & Teen Classes:  
Award range \$75 - \$190 / Average \$94.42
- Adult Classes:  
Award range \$30 - \$158 / Average \$60.38
- *Healing Studio* (adult) has a 12 student capacity per week for 42 weeks each year. The Firehouse offers 470 total scholarships worth an annual value of \$15,120.00. The Healing Studio restarted in January 2022.
- Executive Director Douglas Shaw Elder determines eligibility for each applicant.
- Child Scholarship: parents need to provide their child's current free and reduced lunch qualification.
- Students who qualify for state assistance (food stamps/assisted housing) need to provide a letter from the state or provide a copy of their income tax statement. Priority for adult student financial assistance is given to participants of the *Healing Studio* program.

# 04. Number of Participants

## Art Education

- During the Fall 2020, Winter 2021, and Spring 2021 semesters, the Firehouse offered classes with approximately 106 adults, 10 teens, and 73 youth enrollments.
- Due to COVID-19, the Firehouse used an alternative schedule. Classes were held in our three largest studio classrooms. These classes meet over 6 sessions over two weeks. This allowed us to ‘bubble’ our staff and student and keep everyone as safe as possible.
- The Firehouse was able to restart our CSAP program this summer with 121 students.

## Age of Participants

- Children’s Classes: 5 - 14
- Teen Classes: 13 - 18
- Adult Classes: 17 and up

## Summary of Participants

During the most recent fiscal year, September 1, to August 31, 2021, Firehouse Art Center programming included:

<b>PROGRAMS</b>	<b>ATTENDANCE</b>
<i>Kids Art is Smart</i> (Lincoln Elementary)	0
<b>Art Education in Schools</b>	<b>0 total students</b>
Gallery Exhibitions	495
Community Events	705 (including 443 youth participants)
<b>Community Arts Programming</b>	<b>1,200 total attendees</b>
FAC Children’s Art Classes	234
FAC Teen Classes	10
FAC Adult Classes	142
Adult Workshops	25
<i>Healing Studio</i>	24
<i>FAC Veterans Program</i>	0
<b>Arts Learning in the Community</b>	<b>410 total students</b>
	<b>1,635 TOTAL PARTICIPANTS</b>

# 05. Breakdown of Revenues by Category

<b>Grants &amp; Contributions</b>		<b>Percent of Budget</b>
Individual/Corporate Donations	\$ 12,410.00	2.83%
Investment Income	\$ 10,026.00	2.28%
Other Revenues	\$ (6,851.00)	-1.56%
Grants/Government Support	\$ 261,517.00	59.59%
In-Kind Donations	\$ 77,300.00	17.61%
	<hr/>	
	\$354,402.00	80.75%
<b>Charged Services Funding</b>		
Membership Dues	\$ 11,550.00	2.63%
Class Tuition & Material Fees	\$ 56,894.00	12.97%
Gallery and Gift Shop Sales	\$ 16,025.00	3.65%
	<hr/>	
	\$84,469.00	19.25%
<b>TOTAL INCOME END OF FY 2021</b>	\$ 438,871.00	100.00%

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## 06. Revenue Beginning and Ending Fund Balance

Documentation Attached: End of Year Fund Balance 2021

- Financial Position / Balance Sheet
- Financial Statement of Activity / Profit and Loss

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## 07. Annual Budget

Documentation Attached: FY 2020 - 2021 Budget

- FY 2020-2021 Budget

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# 08. Current Record of Officers

**FRED SCHMIDT**

Chair, Board of Directors

**KENDALL HURLEY**

Secretary, Board of Directors

**DOUGLAS SHAW ELDER**

Executive Director

**ANTHONY CRICCHIO**

Treasurer, Board of Directors

FAC Board Officers and the Executive Director are authorized to individually sign checks up to \$750.00. Checks over \$750.00 must have two signatures.

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# 09. Individuals Responsible for Maintaining Books & Records

**DOUGLAS SHAW ELDER**

Executive Director, Firehouse Art Center

**SULIA CPA SERVICES**

Contracted accounting services

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# 10. Affirmation of Yearly Tax Returns

Documentation Attached:  
IRS Form 990 (Fiscal Year 2020 - 2021)

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# 11. Current Board of Directors

**CHAIR - FRED SCHMIDT**

2304 Regis Court, Norman, OK 73071 | 405-990-5922

**SECRETARY - KENDALL HURLEY**

4039 Carrington Lane, Norman, OK 73072 | 405-401-9987

**TREASURER - ANTHONY CRICCHIO**

3840 Ives Way, Norman, OK 73072 | 817-881-6398

**TINA IKPA**

3013 Summit Crossing Parkway, Norman, OK 73071 | 405-642-4270







# Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

## QUARTERLY

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### Fall 2020 Class Session | September 14 – November 20, 2020

Total Attendees: 92

Adults: 51 | Children: 41

Healing Studio – On hold through COVID-19 pandemic

Children – 35

Youth & Teens - 6

Adults – 51

### Winter 2021 Class Session | January 11 – March 5, 2021

Total Attendees: 79

Adults: 35 | Children: 44

Healing Studio - On hold through COVID-19 pandemic

Children - 38

Youth & Teens - 6

Adults - 35

### Spring 2021 Class Session | March 29 – May 21, 2021

Total Attendees: 83

Adults: 45 | Children: 28

Healing Studio - On hold through COVID-19 pandemic

Children - 28

Youth & Teens - 10

Adults - 45

### Summer 2021 Class Session | June 7– August 13, 2021

Total Attendees: 157

Adults: 36 | Children: 121

Healing Studio - On hold through COVID-19 pandemic

Children – 98 (see below)

Youth & Teens - 23

Adults - 36

### Children's Summer Art Program 2021 | Sess. I – VI, June 7 – July 30, 2021

Total Attendees: 121

Adults: N/A | Children: 121

Location: Firehouse Art Center

*Session I, June 7 – June 18 (2 week)*

48 students, ages 6 – 14, 2 on scholarship

*Session II, June 21 – July 2 (2 week)*

18 students, ages 6 – 14, 2 on scholarship

*Session III, July 12 – July 16 (1 week)*

31 students, ages 6 – 14, 2 on scholarship



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

*Session IV, July 19 – July 30 (2 week)*

24 students, ages 6 – 14, 2 on scholarship



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

### MONTHLY

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#### **Public Arts Board Meeting** | 2<sup>nd</sup> Monday of the month

Total Attendees: 10

Location: Norman City Hall Building, Study Session Room, Norman, OK

FAC Executive Director Douglas Shaw Elder attends the monthly meeting for the Norman Public Arts Board, which “work(s) to enhance Norman’s image locally, regionally and nationally by insuring the creation of the highest quality art for display in our community’s public places. The NPAB believes that public art has the possibility of defining a community, enriching cultural diversity, stimulating economic activity, and encouraging all forms of artistic endeavors.”

#### **Norman Arts Council Monthly Arts & Humanities Roundtable** | 2<sup>nd</sup> Wednesday of the month

Total Attendees: 20

Location: Varies, Norman, OK

FAC Executive Director Douglas Shaw Elder attends the monthly Executive Director’s lunch followed by the Roundtable meeting of all non-profit arts groups in Norman. The meeting affords the organizations an opportunity to network, create partnership, promote their events, and discuss issues pertaining to non-profits and community organizations.

#### **Norman Arts Council Monthly Arts & Humanities Roundtable Equity and Justice Committee** | 2<sup>nd</sup> Wednesday of the month

Total Attendees: 20

Location: Varies, Norman, OK

FAC Executive Director Douglas Shaw Elder attends the monthly Executive Director’s lunch followed by the Roundtable meeting of all non-profit arts groups in Norman. The meeting affords the organizations an opportunity to network, create partnership, promote their events, and discuss issues pertaining to non-profits and community organizations.

#### **Firehouse Art Center Board of Directors Meeting** | 3<sup>rd</sup> Tuesday of the month

Total Attendees: 7 – 12

Location: Firehouse Art Center, Norman, OK

FAC Executive Director Douglas Shaw Elder attends the monthly meeting of the FAC Board of Trustees to share the monthly financial, activities, and other reports on behalf of the FAC staff.

#### **Norman Downtowners Meeting** | 3<sup>rd</sup> Wednesday of the month

FAC Executive Director Douglas Shaw Elder attends the monthly meeting of the Norman Downtowners to network, create partnerships, promote events, and discuss issues pertaining to the businesses and organizations located in downtown Norman.

#### **Community Arts Programming** | 1<sup>st</sup> and 4<sup>th</sup> Friday of the month

Total Attendees: 15 – 30 for each class

Location: Norman Veterans Center, Norman, OK



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

Pre-COVID, FAC Executive Director Douglas Shaw Elder and FAC instructor Jane Lawson provided high-level arts instruction to residents in photography, sculpting, and mixed media art. This program is a continuation of the 2015 – 2016 pilot program with the Oklahoma Arts Council for their *Arts & the Military Initiative*. Due to COVID-19 lockdowns, the FAC cannot currently access the facility, but we are in contact and are planning to resume as soon as we get clearance.



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

### NON-RECURRING EVENTS

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**Allied Arts Presentation Photo** | August 11, 2020

Location: Oklahoma Contemporary, Oklahoma City, OK

FAC Executive Director Douglas Shaw Elder attended the annual Allied Arts Allocation Presentation event.

**[INTERNAL]**

**Instructor Partnership meeting | August 20, 2020**

Location: Firehouse Art Center, Norman, OK

FAC Executive Director Douglas Shaw Elder met with potential new instructor Andrea Duran-Cason to discuss her participation in the Firehouse's in house teen classes.

**Community Partnership Meeting** | September 24, 2020

Location: Lincoln Elementary School, Norman, OK

FAC Executive Director Douglas Shaw Elder met with Olivia Dean, principal at Lincoln Elementary, to discuss the future of the FAC's arts education partnership with Lincoln Elementary School and the FAC's Kids Art is Smart initiative.

**Science Museum Oklahoma – Tinkering in the Parks** | September 26, 2020

Total Attendees: 27

FAC Executive Director Douglas Shaw Elder, Abigail Jones, Jalyn Yeakly, Fred Schmidt, and Anthony Cricchio, and Lacy Jo Burges-Cady attended Tinkering in the Parks. They instructed 16 children and 11 adults in foil sculpting.

**Community Partnership Meeting** | October 1, 2020

Location: Dimensions Elementary School, Norman, OK

FAC Executive Director Douglas Shaw Elder met with Loretta Coker, principal at Dimensions, to discuss the future of the FAC's arts education partnership with Dimensions and the FAC's Kids Art is Smart initiative, as well as the FAC's online curriculum.

**[INTERNAL]**

**Oklahoma Arts Counsel** | October 22, 2020

Location: Zoom meeting

FAC Executive Director Douglas Shaw Elder met with Amber Sharples addressing pandemic concerns and impacts.

**[INTERNAL]**

**Allied Arts Listening Session** | October 26, 2020

Location: Zoom meeting

FAC Executive Director Douglas Shaw Elder attended the listening session addressing concerns of Allied Arts member agencies.



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

### **[INTERNAL]**

#### **Instructor Partnership meeting** | October 26, 2020

Location: Firehouse Art Center, Norman, OK

FAC Executive Director Douglas Shaw Elder met with instructor Jane Lawson Leticia Galizzi, and Amy Rook, licensed art therapist, to discuss curriculum development for Children's Art and Wellness classes in response to the pandemic. Bonnie Perutzi, Executive Director of Transition House, was also consulted in regards to impacts to children's physical and mental well-being due to COVID-19 lockdown.

#### **FAC's 2020 Holiday Gift Gallery Patron Preview** | November 30, 2020

Location: Firehouse Art Center, Norman, OK

Total Attendees: 25

The Firehouse Art Center hosted its first Holiday Gift Gallery preview for members of the Firehouse, patron level and above. The event provided an opportunity for members of the Firehouse to shop prior to the official opening of the annual Holiday Gift Gallery. The event was attended by FAC Executive Director Douglas Shaw Elder, Lacy Jo Burges-Cady, board members, and Visitor Service Associate, Nyaree Patten.

#### **FAC Gallery: *Holiday Gift Gallery 2020*** | November 30 – December 23, 2020

Total Attendees: 750

Artists: approximately 115

Location: FAC Gallery

The annual Holiday Gift Gallery is an opportunity for the FAC to highlight and support regional artists, 90% of whom reside in Oklahoma, by showcasing their unique, original artwork and high-quality work for sale to the public. For shoppers, the gift gallery is a great opportunity to own a one-of-a-kind piece while investing in local artists, and subsequently investing in Norman and its surrounding communities.

#### **Community Partnership Meeting** | April 1, 2021

FAC Executive Director Douglas Shaw Elder and Board Chair Fred Schmidt presented to Norman Parks Board via Zoom.

#### **Outdoor Movie Series – Wonder Woman** | May 14, 2021

Location: Lions Park

Total Attendees: 200

Adults: 18 | Children: 45

FAC Executive Director Douglas Shaw Elder and Lacy Jo Burges-Cady provided outreach activities at Outdoor Movie Series.

#### **Allied Arts Allocation Presentation** | May 19, 2021

Location: Zoom Meeting

FAC Executive Director Douglas Shaw Elder and Board Chair Fred Schmidt gave the annual presentation to Allied Arts for Allocation grant.



## Firehouse Art Center Activities

September 1, 2020 – August 31, 2021

Item 1.

### **FAC Veterans Family Art Day | July 10, 2021**

Location: Firehouse Art Center and Lions Park

Total Attendees: 125

Adults: 90 | Children: 35

FAC Executive Director Douglas Shaw Elder, Lacy Jo Burges-Cady, Nikki Krumwiede, board members, 6 FAC faculty, and 13 student volunteers provided outreach activities to veterans and their families. Event was made possible by AT&T Foundation contributions and Norman Arts Council.





# Norman Firehouse Art Center, Inc.

Item 1.

## Statement of Financial Position

### Balance Sheet

As of August 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Armstrong Bank	363,293.15
1001 Arvest Bank Money Market Acct.	20,474.21
1003 PayPal	5,959.19
1005 First United Acct	21,117.30
1010 Valliance Money Market Acct	20,213.28
1170 Prosperity Bank	34,966.25
1250 Petty Cash Fund	150.00
<b>Total Bank Accounts</b>	<b>\$466,173.38</b>
Accounts Receivable	
1200 Accounts Receivable	225.00
<b>Total Accounts Receivable</b>	<b>\$225.00</b>
Other Current Assets	
1201 Other Receivables	43,895.36
1225 Prepaid Insurance & Other Items	1,882.53
<b>Total Other Current Assets</b>	<b>\$45,777.89</b>
<b>Total Current Assets</b>	<b>\$512,176.27</b>
Fixed Assets	
1305 Other Property and Equipment	26,930.74
1310 Leasehold Improvements	14,201.63
1315 Memorial Gardens	19,150.21
1350 Accumulated Depreciation	-40,187.30
<b>Total Fixed Assets</b>	<b>\$20,095.28</b>
Other Assets	
1400 Investments	154,102.23
<b>Total Other Assets</b>	<b>\$154,102.23</b>
<b>TOTAL ASSETS</b>	<b>\$686,373.78</b>



# Norman Firehouse Art Center, Inc.

Item 1.

## Statement of Financial Position

As of August 31, 2021

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	2,493.71
<b>Total Accounts Payable</b>	<b>\$2,493.71</b>
Credit Cards	
2005 VISA Corporate Card	1,554.74
<b>Total Credit Cards</b>	<b>\$1,554.74</b>
Other Current Liabilities	
2110 Accrued Artists Commissions	549.42
2113 Loan Payable-PPP Funds	37,365.00
2120 Deferred Tuition & Other	14,691.00
2195 Certificates-Gift	100.00
2200 Sales Tax Payable	75.77
<b>Total Other Current Liabilities</b>	<b>\$52,781.19</b>
<b>Total Current Liabilities</b>	<b>\$56,829.64</b>
<b>Total Liabilities</b>	<b>\$56,829.64</b>
Equity	
3900 Net Assets Without Donor Restriction	550,870.33
3901 Net Assets with Donor Restriction	25,000.00
Net Revenue	53,673.81
<b>Total Equity</b>	<b>\$629,544.14</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$686,373.78</b>



# Norman Firehouse Art Center, Inc.

## Statement of Activity

### Profit and Loss

September 2020 - August 2021

	TOTAL
Revenue	
4000 Contributions	
4002 Business/Corp./Fdns/Sponsors	8,056.39
4003 Individuals	4,343.80
4004 Other Contributions	8.97
<b>Total 4000 Contributions</b>	<b>12,409.16</b>
4100 Investment Income	
4110 Endowment Income	10,025.52
<b>Total 4100 Investment Income</b>	<b>10,025.52</b>
4200 Support	
4201 City	60,000.00
4202 State Oklahoma Arts Council	37,954.90
4203 National	3,585.00
4204 Norman Arts Council	26,733.00
4206 Allied Arts-Allocation	17,190.00
4208 Allied Arts-Grants	8,000.00
4209 Other Support	12,500.00
4210 CARES Support	95,553.70
<b>Total 4200 Support</b>	<b>261,516.60</b>
4300 Memberships	
4302 General Public Members	11,550.00
<b>Total 4300 Memberships</b>	<b>11,550.00</b>
4400 Classes	
4401 Materials Income	5,247.50
4403 Tuition	57,901.04
4404 Cancellation Refunds	-6,255.00
<b>Total 4400 Classes</b>	<b>56,893.54</b>
4500 Sales	
4503 Gift Shop Sales	16,024.91
<b>Total 4500 Sales</b>	<b>16,024.91</b>
4800 Other Revenues	
4801 Interest Income	2,046.88
4804 Loss or Gain on Sale of Assets	-30,593.00
4809 Unrealized Gain/Loss on Invest	21,695.68
<b>Total 4800 Other Revenues</b>	<b>-6,850.44</b>
4850 In-Kind Revenues	77,300.00
<b>Total Revenue</b>	<b>\$438,869.29</b>
<b>GROSS PROFIT</b>	<b>\$438,869.29</b>



# Norman Firehouse Art Center, Inc.

Item 1.

## Statement of Activity September 2020 - August 2021

	TOTAL
<b>Expenditures</b>	
5000 Salary Wages	141,506.79
5100 Payroll Expenses	
5101 Benefits and Vacation	6,339.24
5102 Taxes	11,047.14
<b>Total 5100 Payroll Expenses</b>	<b>17,386.38</b>
5300 Professional Services	
5301 Accounting	22,181.00
5303 Design	4,720.00
5305 Artist Commission	10,145.38
5306 Instructor Fees	20,180.00
5308 Other Professional Fees	4,540.76
5309 Programming Assistants	6,075.07
5310 Misc. Services	834.50
<b>Total 5300 Professional Services</b>	<b>68,676.71</b>
5400 Supplies	
5401 Art Materials	5,498.35
5404 Office Supplies	1,418.66
5416 Health & Safety	411.89
<b>Total 5400 Supplies</b>	<b>7,328.90</b>
5450 Postage	346.29
5500 Occupancy Expenses	
5501 Janitorial	5,612.39
5502 Copier	438.97
5503 Repairs and Maintenance	7,413.19
5505 Telephone	3,759.00
5506 Security System	802.60
5507 Rent	1,655.18
5508 OG&E	1,365.15
5509 ONG	601.43
5510 Utilities	411.14
<b>Total 5500 Occupancy Expenses</b>	<b>22,059.05</b>
5600 Membership Discounts-Tuition	1,088.00
5601 Member Discount-Gift/Gallery	572.72
5630 Other Discounts	1.05
5900 Printing	2,778.95
6000 Advertising	7,313.79
6001 Marketing	3,394.84
6010 Awards and Gifts	86.04
6015 Entertainment/Recruiting	583.85



# Norman Firehouse Art Center, Inc.

Item 1.

## Statement of Activity September 2020 - August 2021

	TOTAL
6017 Entertainment/Food	3,202.24
6021 Credit Card Fees	2,873.05
6030 Insurance	
6032 Liability	10,973.76
6033 Workers' Compensation	1,689.73
<b>Total 6030 Insurance</b>	<b>12,663.49</b>
6150 City/Chamber Events	150.00
6200 Special Events Expense	280.00
6210 Dues and Subscriptions	352.60
6230 Technology	
6231 Computer Equipment	368.33
6232 Website & Software Expenses	5,921.26
6233 Digital Cameras & Misc Equip	545.58
<b>Total 6230 Technology</b>	<b>6,835.17</b>
6500 Depreciation	8,370.73
6660 In-Kind Expenses	77,300.00
6700 Miscellaneous Expense	44.84
<b>Total Expenditures</b>	<b>\$385,195.48</b>
NET OPERATING REVENUE	<b>\$53,673.81</b>
NET REVENUE	<b>\$53,673.81</b>

<b>Norman Firehouse Art Center, Inc.</b>					
<b>2021-2022 Budget</b>					
		<b>BUDGET</b>			
		<b>FY21-22</b>			
<b>Revenue</b>					
<b>4000 Contributions</b>					
4002 Business/Corp./Fdns/Sponsors		\$	10,000.00		
4003 Individuals		\$	5,000.00		
4004 Other Contributions		\$	23,000.00		
<b>Total 4000 Contributions</b>		\$	<b>38,000.00</b>		
<b>4100 Investment Income</b>					
4110 Endowment Income		\$	10,300.00		
<b>Total 4100 Investment Income</b>		\$	<b>10,300.00</b>		
<b>4200 Support</b>					
4201 City		\$	60,000.00		
4202 State Oklahoma Arts Council		\$	25,000.00		
4203 National		\$	-		
4204 Norman Arts Council		\$	16,000.00		
4206 Allied Arts-Allocation		\$	17,000.00		
4208 Allied Arts-Grants		\$	6,000.00		
4209 Other Support		\$	3,000.00		
4210 CARES Support		\$	67,365.00		
<b>Total 4200 Support</b>		\$	<b>194,365.00</b>		
<b>4300 Memberships</b>					
4302 General Public Members		\$	11,000.00		
4303 Board Members		\$	1,200.00		
<b>Total 4300 Memberships</b>		\$	<b>12,200.00</b>		
<b>4400 Classes</b>					
4401 Materials Income		\$	5,500.00		
4403 Tuition		\$	85,000.00		
4406 Other Fees		\$	1,000.00		
4404 Cancellation Refunds					
<b>Total 4400 Classes</b>		\$	<b>91,500.00</b>		
<b>4500 Sales</b>					
4501 Gallery Sales		\$	1,000.00		
4503 Gift Shop Sales		\$	16,000.00		
<b>Total 4500 Sales</b>		\$	<b>17,000.00</b>		
<b>4600 Special Events Income</b>					
4625 Creativity Private Event		\$	500.00		
<b>4800 Other Revenues</b>					
4801 Interest Income		\$	3,000.00		
<b>Total 4800 Other Revenues</b>		\$	<b>3,000.00</b>		
Discounts given					
In-Kind Revenues		\$	77,300.00		
<b>Total Revenue</b>		\$	<b>444,165.00</b>		
<b>Expenditures</b>					
<b>5000 Salary Wages</b>					
5000 Salary Wages		\$	170,000.00		
<b>5100 Payroll Expenses</b>					
5101 Benefits and Vacation		\$	12,500.00		
5102 Taxes		\$	11,250.00		
<b>Total 5100 Payroll Expenses</b>		\$	<b>23,750.00</b>		
<b>5300 Professional Services</b>					
5301 Accounting		\$	31,000.00		
5303 Design		\$	6,250.00		
5305 Artist Commission		\$	12,500.00		
5306 Instructor Fees		\$	35,000.00		
5308 Other Professional Fees		\$	4,000.00		
5309 Programming Assistants		\$	3,700.00		
5310 Misc. Services		\$	3,000.00		
<b>Total 5300 Professional Services</b>		\$	<b>95,450.00</b>		
<b>5350 Travel</b>					
5353 Transportation		\$	-		
<b>5400 Supplies</b>					

<b>Norman Firehouse Art Center, Inc.</b>				
<b>Budget Comparison</b>				
			<b>BUDGET</b>	
			<b>FY21-22</b>	
5401 Art Materials		\$	4,000.00	
5404 Office Supplies		\$	1,750.00	
5412 Gallery		\$	150.00	
5416 Health & Safety		\$	400.00	
<b>Total 5400 Supplies</b>		\$	<b>6,300.00</b>	
5450 Postage		\$	1,350.00	
5500 Occupancy Expenses				
5501 Janitorial		\$	6,000.00	
5502 Copier		\$	425.00	
5503 Repairs and Maintenance		\$	4,000.00	
5505 Telephone		\$	3,900.00	
5506 Security System		\$	800.00	
5507 Rent		\$	1,460.00	
5508 OG&E		\$	1,480.00	
5509 ONG		\$	700.00	
5510 Utilities		\$	450.00	
<b>Total 5500 Occupancy Expenses</b>		\$	<b>19,215.00</b>	
5600 Membership Discounts-Tuition		\$	2,000.00	
5601 Member Discount-Gift/Gallery		\$	250.00	
5630 Other Discounts		\$	1,000.00	
5900 Printing		\$	2,800.00	
6000 Advertising		\$	3,000.00	
6001 Marketing		\$	2,000.00	
6010 Awards and Gifts		\$	500.00	
6015 Entertainment/Recruiting		\$	1,700.00	
6017 Entertainment/Food		\$	1,500.00	
6021 Credit Card Fees		\$	3,000.00	
6030 Insurance				
6032 Liability		\$	11,000.00	
6033 Workers' Compensation		\$	1,900.00	
<b>Total 6030 Insurance</b>		\$	<b>12,900.00</b>	
6150 City/Chamber Events		\$	200.00	
6200 Special Events Expense		\$	1,000.00	
6210 Dues and Subscriptions		\$	1,000.00	
6220 Equipment Acquisition		\$	3,000.00	
6230 Technology				
6231 Computer Equipment		\$	500.00	
6232 Website & Software Expenses		\$	5,500.00	
6233 Digital Cameras & Misc Equip		\$	250.00	
<b>Total 6230 Technology</b>		\$	<b>6,250.00</b>	
6400 Fundraising		\$	600.00	
6500 Depreciation		\$	8,000.00	
6700 Miscellaneous Expense		\$	100.00	
In-Kind Expense		\$	77,300.00	
<b>Total Expenditures</b>		\$	<b>444,165.00</b>	
<b>Net Operating Revenue</b>		\$	<b>-</b>	

Form **990**

**Return of Organization Exempt From Income Tax**  
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
 Do not enter social security numbers on this form as it may be made public.  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047  
**2020**  
 Open to Public Inspection

**A** For the 2020 calendar year, or tax year beginning 09/01/20, and ending 08/31/21

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization: **NORMAN FIREHOUSE ART CENTER, INC.**

**D** Employer identification number: **23-7112097**

Doing business as: \_\_\_\_\_  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite: **444 SOUTH FLOOD**  
**405-329-4523**  
 City or town, state or province, country, and ZIP or foreign postal code: **NORMAN OK 73069**

**E** Telephone number: **405-329-4523**

**G** Gross receipts: **370,468**

**F** Name and address of principal officer:  
**DOUGLAS SHAW ELDER**  
**444 SOUTH FLOOD**  
**NORMAN OK 73069**

H(a) Is this a group return for subordinates?  Yes  No  
 H(b) Are all subordinates included?  Yes  No  
 If "No," attach a list. See instructions

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) (insert no.)  4947(a)(1) or  527

**J** Website: **WWW.NORMANFIREHOUSE.COM**

**K** Form of organization:  Corporation  Trust  Association  Other

**L** Year of formation: **1971** **M** State of legal domicile: **OK**

**H(c) Group exemption number** ▶ \_\_\_\_\_

**Part I Summary**

1 Briefly describe the organization's mission or most significant activities:  
**SEE SCHEDULE O**

2 Check this box  if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	4
4	4
5	15
6	29
7a	0
7b	0

	Prior Year	Current Year
8 Contributions and grants (Part VIII, line 1h)	187,227	273,926
9 Program service revenue (Part VIII, line 2g)	61,404	84,469
10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	12,882	-18,520
11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	-32,815	0
12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	228,698	339,875
13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)		0
14 Benefits paid to or for members (Part IX, column (A), line 4)		0
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	175,156	158,894
16a Professional fundraising fees (Part IX, column (A), line 11e)		0
b Total fundraising expenses (Part IX, column (D), line 25) ▶	0	
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	116,409	149,004
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	291,565	307,898
19 Revenue less expenses. Subtract line 18 from line 12	-62,867	31,977
20 Total assets (Part X, line 16)	627,170	686,373
21 Total liabilities (Part X, line 26)	86,864	56,830
22 Net assets or fund balances. Subtract line 21 from line 20	540,306	629,543

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**  
 Signature of officer: *[Signature]* Date: JAN 31, 2022  
**DOUGLAS SHAW ELDER** EXECUTIVE DIRECTOR  
 Type or print name and title

**Paid Preparer Use Only**  
 Print/Type preparer's name: **C JANESE SHEPARD** Preparer's signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Check  if self-employed  if PTIN: **P00162034**  
 Firm's name: **GRAY, BLODGETT & COMPANY, PLLC** Firm's EIN: **73-1352810**  
 Firm's address: **629 24TH AVE SW** Phone no.: **405-360-5533**  
**NORMAN, OK 73069-3912**

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

For Paperwork Reduction Act Notice, see the separate instructions. Form **990** (2020)



**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:

**SEE SCHEDULE O**

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No

If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No

If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: ) (Expenses \$ **92,320** including grants of\$ ) (Revenue \$ **38,677** )

**THE FAC PROVIDES VISUAL ARTS EDUCATION TO 316 CHILDREN IN-HOUSE THROUGH ITS ART AFTER SCHOOL AND CHILDREN'S SUMMER ART PROGRAMS. THESE CLASSES OPERATE UNDER THE FAC'S "CREATING WITH THE MASTERS" CURRICULUM, WHICH INTRODUCES CHILDREN TO THE WORKS OF MASTER AND MODERN ARTISTS AND TEACHES STUDENTS ABOUT THE HISTORY OF ART, MUSEUMS, AND ART TECHNIQUES WHILE FULFILLING THE OKLAHOMA STANDARDS FOR FINE ARTS: VISUAL ARTS GUIDELINES. THE FAC IS ALSO THE NUMBER ONE PROVIDER OF VISUAL ARTS EDUCATION IN NORMAN'S PUBLIC ELEMENTARY SCHOOLS. LAST YEAR, THE FAC PROVIDED VISUAL ART EDUCATION TO 302 CHILDREN IN NORMAN'S PUBLIC ELEMENTARY SCHOOLS.**

**4b** (Code: ) (Expenses \$ **82,332** including grants of\$ ) (Revenue \$ **29,767** )

**THE FAC PROVIDES ADULT VISUAL ARTS CLASSES IN A FULL RANGE OF ARTISTIC MEDIUMS TO APPROXIMATELY 1,477 INDIVIDUALS EACH YEAR. THIS INCLUDES PROGRAMMING FOR US ARMED FORCES VETERANS AT THE NORMAN VETERANS CENTER AND ADULTS WITH VARYING DEGREES OF COGNITIVE AND PHYSICAL DISABILITIES IN THE FAC'S HEALING STUDIO. HEALING STUDIO IS OFFERED FREE OF CHARGE TO ITS PARTICIPANTS THROUGH 12 SCHOLARSHIPS AVAILABLE WEEKLY, FOR APPROXIMATELY 46 WEEKS EACH YEAR. THE FAC IS ALSO PARTNER TO MANY COMMUNITY EVENTS, PROVIDING APPROXIMATELY 4,000 INDIVIDUALS WITH FREE ARTS EXPERIENCES DURING THE PAST YEAR. THE FIREHOUSE IS HOME TO DEDICATED GIFT SHOP AND GALLERY SPACES, EXHIBITING PRIMARILY OKLAHOMA-BASED ARTISTS TO OVER 3,000 COMMUNITY MEMBERS ANNUALLY.**

**4c** (Code: ) (Expenses \$ **40,506** including grants of\$ ) (Revenue \$ **16,025** )

**GALLERY / GIFT SHOP -**

**4d** Other program services (Describe on Schedule O.)

(Expenses \$ including grants of\$ ) (Revenue \$ )

**4e** Total program service expenses **▶ 215,158**

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	<input checked="" type="checkbox"/>	
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	<input checked="" type="checkbox"/>	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		<input checked="" type="checkbox"/>
4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		<input checked="" type="checkbox"/>
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		<input checked="" type="checkbox"/>
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		<input checked="" type="checkbox"/>
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		<input checked="" type="checkbox"/>
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		<input checked="" type="checkbox"/>
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		<input checked="" type="checkbox"/>
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? If "Yes," complete Schedule D, Part V	<input checked="" type="checkbox"/>	
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	<input checked="" type="checkbox"/>	
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		<input checked="" type="checkbox"/>
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		<input checked="" type="checkbox"/>
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	<input checked="" type="checkbox"/>	
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	<input checked="" type="checkbox"/>	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		<input checked="" type="checkbox"/>
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		<input checked="" type="checkbox"/>
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		<input checked="" type="checkbox"/>
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		<input checked="" type="checkbox"/>
14a Did the organization maintain an office, employees, or agents outside of the United States?		<input checked="" type="checkbox"/>
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		<input checked="" type="checkbox"/>
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		<input checked="" type="checkbox"/>
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		<input checked="" type="checkbox"/>
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I See instructions		<input checked="" type="checkbox"/>
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		<input checked="" type="checkbox"/>
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		<input checked="" type="checkbox"/>
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		<input checked="" type="checkbox"/>
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		<input checked="" type="checkbox"/>

Form 990 (2020) **NORMAN FIREHOUSE ART CENTER, INC. 23-7112097**  
**Part IV Checklist of Required Schedules (continued)**

		Yes	No
22	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
	b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
	c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
	d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
	b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part II		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions, for applicable filing thresholds, conditions, and exceptions):		
	a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If "Yes," complete Schedule L, Part IV		X
	b A family member of any individual described in line 28a? If "Yes," complete Schedule L, Part IV		X
	c A 35% controlled entity of one or more individuals and/or organizations described in lines 28a or 28b? If "Yes," complete Schedule L, Part IV		X
29	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1		X
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
	b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		
		1a	17
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
		1b	0
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	
		1c	X

Form 990 (2020) **NORMAN FIREHOUSE ART CENTER, INC. 23-7112097**  
**Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)**

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return <b>2a</b> 15		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note: If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	X	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
b	If "Yes," enter the name of the foreign country ▶ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
7	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
d	If "Yes," indicate the number of Forms 8282 filed during the year <b>7d</b>		
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
8	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
9	<b>Sponsoring organizations maintaining donor advised funds.</b>		
a	Did the sponsoring organization make any taxable distributions under section 4966?		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
10	<b>Section 501(c)(7) organizations.</b> Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12 <b>10a</b>		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities <b>10b</b>		
11	<b>Section 501(c)(12) organizations.</b> Enter:		
a	Gross income from members or shareholders <b>11a</b>		
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) <b>11b</b>		
12a	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year <b>12b</b>		
13	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
a	Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.		
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans <b>13b</b>		
c	Enter the amount of reserves on hand <b>13c</b>		
14a	Did the organization receive any payments for indoor tanning services during the tax year?		X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O		
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see instructions and file Form 4720, Schedule N.		X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.		X



# The Moore-Lindsay Historical House Museum

Operated by the Cleveland County  
Historical Society

## 2022 Annual Report

### Board of Directors

Robertson Million  
President

Vernon Maddux  
Vice-President

Sue Schrems  
Treasurer

Riley Million  
Secretary

Barbara Million  
Historian

Mae D. Cox

John Hughes

### Staff

Amy Pence  
Museum Manager

The Moore-Lindsay Historical House Museum (MLHHM) was founded in 1974 as the Norman-Cleveland County Historical Museum, the result of a collaboration between the City of Norman and the Cleveland County Historical Society (CCHS). The museum is housed in a beautiful Victorian-style home that was built in 1899 and is a prime example of the success that middle-class families found in Oklahoma Territory. The Historical Society is proud to continue to serve as stewards of the property, which is listed on the National Register of Historic Places.



Our mission is to research, preserve, publicize, and perpetuate the history and genealogy of Cleveland County, Oklahoma and its people, and to assemble and display objects of historical interest and significance.

# Organizational Goals

## Educational Programming and Visitor Experiences

Enhance current educational programs, continue to improve the quality and creativity of exhibits and events, and inspire guests to visit multiple times.

## Preservation & Research

Continue researching and preserving artifacts that the museum currently stores, and provide easy access to research materials for the community.

## Audience Diversity

Extend offerings for different ages, citizen groups, and organizations within the community.

## Community Engagement

Develop new partnerships with other cultural and educational entities in the community in order to broaden the museum's reach to a wider audience.

## Fundraising

Seek out new fundraising sources locally and nationally.

For more information on CCHS's goals and strategies for success, our full 2019-2024 Strategic Plan can be viewed online at [www.normanmuseum.org/strategicplan](http://www.normanmuseum.org/strategicplan).

# 2021 Programming

## Exhibits

- Proper Ladies: Dressing to Impress in the Victorian Era
- Annual Quilt and Textile Arts Show
- Christmas in Oklahoma Territory

## Micro-Exhibits

- The Language of Flowers
- Domestic Killers
- 7 displays created by Junior Curators

## Events

- Fall Exhibit Opening Reception
- Smithsonian Magazine's Museum Day
- Trick-or-Treat at the Moore-Lindsay
- Annual Christmas Open House

## Events, cont'd

- Author Meet & Greet for *Griffin Memorial Hospital*
- Junior Curator Micro-Exhibits Opening Reception
- 2 Paranormal Investigations

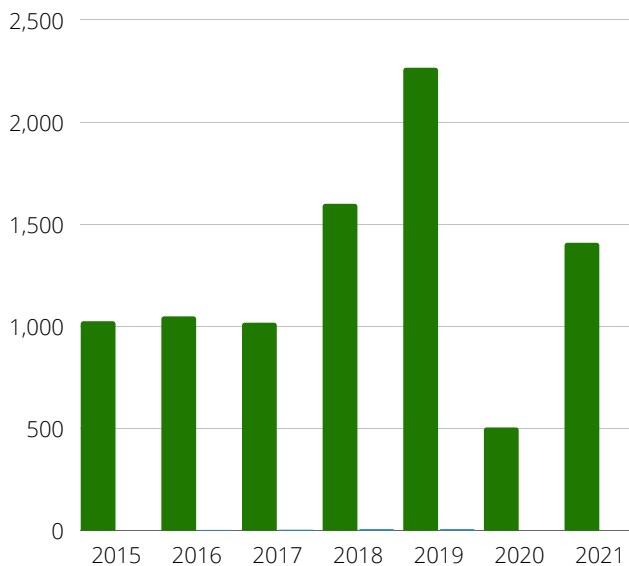
## Educational Programs

- Summer Learning Day
- Children's Summer History Camp Series (8 sessions)
- Homeschool Day
- 8 field trips, educational group tours, private workshops, and outreach events

## Coming in 2022

Museum staff has planned 4 exhibits, 3 micro-exhibits, 14 educational workshops and camps, 7 events, and 3 fundraising events in 2022. Additionally, a local art show is in the early planning stages, to take place in summer or fall 2022. Staff will also conduct field trips, educational group tours, and private workshops as requested by local schools, homeschool groups, clubs, and other organizations.

### Visitor Numbers



## Archive

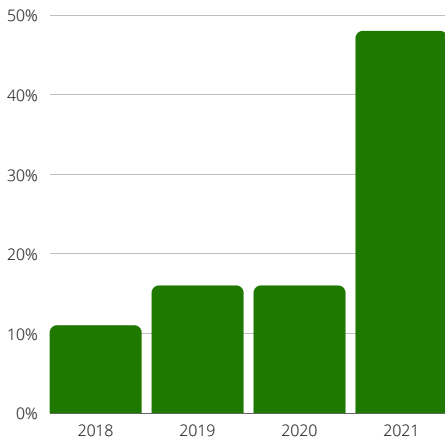
CCHS houses its historical collection in the archive room of the Moore-Lindsay Historical House Museum. CCHS collects items of historical significance relating to Cleveland County from the years just prior to the first Oklahoma Territory Land Run to the present day. The majority of the archival collection focuses heavily on documenting Cleveland County's history during Oklahoma's territorial period and early statehood, roughly 1880-1930. Expanding the materials in the archives is an ongoing effort, and more recent donations move the collection's timeline into the middle of the twentieth century. **The collection consists of more than 5000 items**, including paper archives, photographs, slides, recordings, books, newspapers, furnishings, and artifacts. Additionally, recent donations of approximately 50 artifacts and tens of thousands of photographs (donated by a local photo studio in 2019) are awaiting processing and digitization in order to be added to the archive.

# Fees & Income

- Admission: Free
- Workshops, camps, etc.: \$5/person
- Photographer Fees: \$50/hour
- Rental Fee: \$50/hour
- Birthday Party Package: \$150

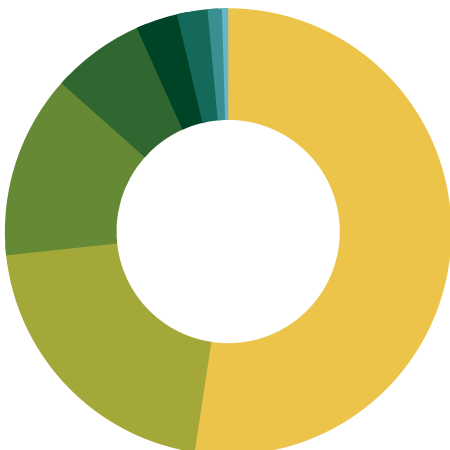
In an effort to keep the museum accessible to as many people as possible, the Moore-Lindsay Historical House Museum does not charge an admission fee. Additionally, our camps and workshops are priced at an affordable \$5 per person for each session. Because these income sources are limited, CCHS is continually seeking additional sources of funding. CCHS offers the historical house as a set for photographers, the house and carriage house can be rented out for small events, and the museum also offers a Victorian tea party birthday party package.

Percentage of Expenditures Paid By Non-City Funds 2018-2021



Additional income sources include the museum gift shop, grants, royalties on CCHS books, and fundraisers. In 2021, the society published a new CCHS book on local history, conducted a raffle fundraiser, and partnered with a local paranormal investigation group to conduct investigations at the historical house with a portion of ticket sales benefitting the museum. The museum was also chosen by the Oklahoma Department of Libraries to receive a grant in 2022 of approximately \$3200 of ARPA funds. Staff continues to seek additional fundraising and grant opportunities.

Percentage of Expenditures Paid By Income Source 2021



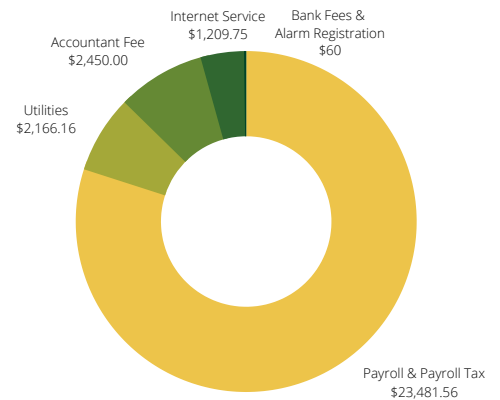
- City of Norman Grant Funds - 52.4%
- Grants - 20.9%
- Existing CCHS Funds - 13.3%
- Gift Shop, Book Sales, Membership Dues, & Book Royalties - 6.7%
- Investments & Endowments - 3.0%
- Donations - 2.2%
- Camp, Workshop, & Tea Party Enrollment Fees - 1.0%
- Rentals, Photographer Fees, & Birthday Parties - 0.4%



## Use of 2021 City Funds

City of Norman funds are used to pay for the basic necessities of running the museum: the museum manager's salary, the cost of utilities for the building, and fees for the accountant who handles museum payroll and taxes. This frees up funding from other sources to cover the costs of museum programming and necessary supplies. Other uses of City funds include providing internet service for museum staff to use for research purposes, paying bank account fees for the account holding the funds, and paying the fee for the yearly City of Norman registration for our alarm system. At this time, it would be impossible to continue operating the museum without this essential funding.

## Use of 2021 City Grant Funds



## Funding Request for 2022

CCHS was appointed by the City of Norman to serve as guardian of the Moore-Lindsay Historical House Museum in 1974. The society has proudly served in that role since that time, with the support of an annual grant from the City. Since 2015, that grant has been for \$30,870 a year. In the last six years, while city funding has remained stable, there has been an increase in educational programming, exhibits, and events offered at the museum, all of which have increased museum visitation. CCHS has also seen an increase in material donations to the museum; these donations of artifacts, photographs, and manuscripts help the MLHHM to present a more thorough and accurate history of Norman and Cleveland County, but all new materials to the museum have to be accessed and archived by museum staff. Currently, the museum manager is the sole staff person at the museum, working part-time, 30-hours per week with a salary of under \$24,000 per year. The manager fills the roles of executive director, registrar, docent, curator, marketing department, housekeeper, educator, volunteer coordinator, gardener, researcher, outreach coordinator, social media manager, webmaster, networking liaison, and events coordinator. Sadly, because there is only one staff person, the museum must close if she is busy teaching a museum workshop or camp session, out of the office attending professional development classes or community meetings, or out sick. One solution to this issue would be the hiring of a second staff person. Additionally, CCHS is seeking to offer health insurance to the museum manager, as this is a priority in maintaining the current staff and in becoming a more equitable workplace.

CCHS humbly requests that the annual grant from the City be increased from \$30,870 to \$41,500 in order to hire a second staff person and provide health insurance benefits for the museum manager.

This funding increase would set the stage for the museum to grow by leaps and bounds in the next few years. If the City were to grant this request, the current museum staff would be extremely grateful and is committed to using these funds to expand the positive effects that the museum has on Norman via community-responsive programming, policies focusing on equity, exhibits featuring diversity, outreach to local schools and community groups to assess their educational needs and offer assistance.

# 2022 Budget

## Projected 2022 Income

### Unrestricted Income

City of Norman Grant Funds	\$30,870
Norman Arts Council Grant	\$4,000
Donations	\$1,500
Gift Shop, Book Sales, Membership Dues	\$4,000
Rentals, Photographer Fees, & Birthday Parties	\$300
Camp, Workshop, & Tea Party Enrollment Fees	\$800
OKC Community Foundation Fund Interest	\$1,150
Book Royalties	\$400
Oklahoma Historical Society Grant 2021	\$2,000
Interest from Bank Accounts	\$10
<b>Total Unrestricted Income</b>	<b>\$45,030</b>

### Restricted Income

Interest on CD	\$675
<b>Total Restricted Income</b>	<b>\$675</b>

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<b>Total Income</b>	<b>\$45,705</b>
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## Projected 2022 Expenses

Payroll & Payroll Tax	\$25,000
Accountant Fees	\$2,500
Banking, PayPal, Stripe, & Square Fees	\$100
Utilities	\$2,900
Internet Service	\$1,300
Supplies	\$3,000
Events and Programming	\$4,000
Staff Development & Organizational Dues	\$1,000
Gift Shop Stock	\$800
Postage & Advertising	\$1,000
Website	\$400
Miscellaneous	\$1,000
OHS 2021 Grant Project	\$2,000
<b>Total Expenses</b>	<b>\$45,000</b>

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# 2021 Financial Statement

## 2021 Income

### Unrestricted Income

City of Norman Grant Funds	\$30,870.00
Norman Arts Council Grant	\$4,000.00
Donations	\$1,299.54
Gift Shop, Book Sales, Membership Dues	\$3,806.25
Rentals, Photographer Fees, & Birthday Parties	\$260.00
Camp, Workshop, & Tea Party Enrollment Fees	\$612.24
OKC Community Foundation Fund Interest	\$1,105.00
Book Royalties	\$149.35
Oklahoma Historical Society Grant 2020	\$2,148.54
Oklahoma Historical Society Grant 2021	\$6,164.41
Interest from Bank Accounts	\$8.95
<b>Total Unrestricted Income</b>	<b>\$50,424.28</b>

### Restricted Income

Interest on CD	\$670.09
<b>Total Restricted Income</b>	<b>\$670.09</b>

<b>Total Income</b>	<b>\$51,094.37</b>
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## 2021 Expenses

Payroll & Payroll Tax	\$23,881.56
Accountant Fees	\$2,450.00
Banking, PayPal, Stripe, & Square Fees	\$87.65
Utilities	\$2,166.16
Internet Service	\$1,209.75
Supplies	\$2,448.82
Events and Programming	\$3,521.58
Staff Development & Organizational Dues	\$782.73
Gift Shop Stock	\$9,049.78
Postage & Advertising	\$819.41
Website	\$193.98
CCHS Book Research Costs	\$3,132.00
OHS 2021 Grant Project	\$6,851.41
Miscellaneous	\$2,321.18
<b>Total Expenses</b>	<b>\$58,916.01</b>

<b>Unrestricted Income v. Expenses,</b>	
<b>Budget Shortfall or Overage:</b>	<b>(\$8,491.73)</b>

statement continued on next page

# 2021 Financial Statement, Cont'd

## 2021 End of Year Account Balances

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<b>Unrestricted Assets</b>	
City of Norman Grant Fund	\$20,595.78
CCHS Operating Fund	\$9,826.64
NAC Grant Fund	\$6,680.96
Restoration Fund	\$3,221.89
CCHS Books Account	\$2,359.21
PayPal	\$474.52
<b>Total Unrestricted Assets</b>	<b>\$43,159.00</b>
<b>Restricted Assets</b>	
Carpenter's Lace Restoration Fund	\$3,050.00
CD	\$38,761.99
OKC Community Foundation Endowment	\$10,000.00
<b>Total Restricted Assets</b>	<b>\$51,811.99</b>
<b>Total Assets</b>	<b>\$94,970.99</b>

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# 2020 Form-990-EZ

Form **990-EZ**

## Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

**2020**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.

**A** For the 2020 calendar year, or tax year beginning , 2020, and ending , 20

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization <b>CLEVELAND COUNTY HISTORICAL SOCIETY</b>	<b>D</b> Employer identification number 73-1051970
	Number and street (or P.O. box if mail is not delivered to street address) Room/suite <b>508 NORTH PETERS AVENUE</b>	<b>E</b> Telephone number
	City or town, state or province, country, and ZIP or foreign postal code <b>NORMAN, OK 73069</b>	<b>F</b> Group Exemption Number ▶

**G** Accounting Method:  Cash  Accrual Other (specify) ▶

**H** Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

**I** Website: ▶

**J** Tax-exempt status (check only one) -  501(c)(3)  501(c)( ) (insert no.)  4947(a)(1) or  527

**K** Form of organization:  Corporation  Trust  Association  Other

**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . ▶ \$ **43,103**

**Part I** **Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)  
Check if the organization used Schedule O to respond to any question in this Part I . . . . .

<b>Revenue</b>	<b>1</b> Contributions, gifts, grants, and similar amounts received . . . . .	<b>1</b>	<b>42,045</b>
	<b>2</b> Program service revenue including government fees and contracts . . . . .	<b>2</b>	
	<b>3</b> Membership dues and assessments . . . . .	<b>3</b>	
	<b>4</b> Investment income . . . . .	<b>4</b>	<b>681</b>
	<b>5a</b> Gross amount from sale of assets other than inventory . . . . .	<b>5a</b>	
	<b>b</b> Less: cost or other basis and sales expenses . . . . .	<b>5b</b>	
	<b>c</b> Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . .	<b>5c</b>	
	<b>6</b> Gaming and fundraising events:		
	<b>a</b> Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .	<b>6a</b>	
	<b>b</b> Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . .	<b>6b</b>	
<b>c</b> Less: direct expenses from gaming and fundraising events . . . . .	<b>6c</b>		
<b>d</b> Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . .	<b>6d</b>		
<b>7a</b> Gross sales of inventory, less returns and allowances . . . . .	<b>7a</b>		
<b>b</b> Less: cost of goods sold . . . . .	<b>7b</b>		
<b>c</b> Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . .	<b>7c</b>		
<b>8</b> Other revenue (describe in Schedule O) . . . . .	<b>8</b>	<b>377</b>	
<b>9 Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶	<b>9</b>	<b>43,103</b>	
<b>Expenses</b>	<b>10</b> Grants and similar amounts paid (list in Schedule O) . . . . .	<b>10</b>	
	<b>11</b> Benefits paid to or for members . . . . .	<b>11</b>	
	<b>12</b> Salaries, other compensation, and employee benefits . . . . .	<b>12</b>	<b>22,652</b>
	<b>13</b> Professional fees and other payments to independent contractors . . . . .	<b>13</b>	<b>2,400</b>
	<b>14</b> Occupancy, rent, utilities, and maintenance . . . . .	<b>14</b>	<b>2,464</b>
	<b>15</b> Printing, publications, postage, and shipping . . . . .	<b>15</b>	<b>112</b>
	<b>16</b> Other expenses (describe in Schedule O) . . . . .	<b>16</b>	<b>9,582</b>
<b>17 Total expenses.</b> Add lines 10 through 16 . . . . . ▶	<b>17</b>	<b>37,210</b>	
<b>Net Assets</b>	<b>18</b> Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .	<b>18</b>	<b>5,893</b>
	<b>19</b> Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .	<b>19</b>	<b>99,055</b>
	<b>20</b> Other changes in net assets or fund balances (explain in Schedule O) . . . . .	<b>20</b>	
	<b>21</b> Net assets or fund balances at end of year. Combine lines 18 through 20 . . . . . ▶	<b>21</b>	<b>104,948</b>

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II [X]

Table with 3 columns: Description, (A) Beginning of year, (B) End of year. Rows include Cash, savings, and investments; Land and buildings; Other assets; Total assets; Total liabilities; Net assets or fund balances.

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III [ ]

What is the organization's primary exempt purpose? TO PRESERVE HISTORICAL STUDY

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses (Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

Table with 3 columns: Description, Expense amount, Expense code. Rows include TO PROMOTE KNOWLEDGE AND INTEREST IN HISTORICAL STUDY OF CLEVELAND COUNTY OKLAHOMA, Other program services, and Total program service expenses.

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated - see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV [ ]

Table with 5 columns: (a) Name and title, (b) Average hours per week devoted to position, (c) Reportable compensation, (d) Health benefits, contributions to employee benefit plans, and deferred compensation, (e) Estimated amount of other compensation. Rows include Vernon Maddux, Rob Million, Sue Schrems, and Riley Million.

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions
35 a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N
37 a Enter amount of political expenditures, direct or indirect, as described in the instructions
b Did the organization file Form 1120-POL for this year?
38 a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?
b If "Yes," complete Schedule L, Part II, and enter the total amount involved
39 Section 501(c)(7) organizations. Enter:
a Initiation fees and capital contributions included on line 9
b Gross receipts, included on line 9, for public use of club facilities
40 a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T
41 List the states with which a copy of this return is filed
42 a The organization's books are in care of Sue Schrems Telephone no. 405-364-9647 Located at 508 NORTH PETERS AVENUE, NORMAN, OK ZIP + 4 73069
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).
c At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041-Check here and enter the amount of tax-exempt interest received or accrued during the tax year
44 a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
c Did the organization receive any payments for indoor tanning services during the year?
d If "Yes," to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O
45 a Did the organization have a controlled entity within the meaning of section 512(b)(13)?
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . . 46 X

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47 - 49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . .

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . . 47 X
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . . 48 X
49a Did the organization make any transfers to an exempt non-charitable related organization? . . . . . 49a X
b If "Yes," was the related organization a section 527 organization? . . . . . 49b

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 5 columns: (a) Name and title of each employee, (b) Average hours per week devoted to position, (c) Reportable compensation (Forms W-2/1099-MISC), (d) Health benefits, contributions to employee benefit plans, and deferred compensation, (e) Estimated amount of other compensation. Row 1 contains 'NONE'.

f Total number of other employees paid over \$100,000 . . . . .

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 3 columns: (a) Name and business address of each independent contractor, (b) Type of service, (c) Compensation. Row 1 contains 'NONE'.

d Total number of other independent contractors each receiving over \$100,000 . . . . .

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A . . . . . X Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Rob Million Signature of officer Date
Rob Million, PRESIDENT Type or print name and title

Paid Preparer Use Only Print/Type preparer's name Preparer's signature Date Check X if self-employed PTIN
Deborah G Hughes Deborah G Hughes 02-20-2021 P00448510
Firm's name Deborah G Hughes CPA Firm's EIN
Firm's address 4315 Oxford Way Norman OK 73072 Phone no. 405-364-1090

May the IRS discuss this return with the preparer shown above? See instructions . . . . . X Yes No



Thank you for your support of the  
*Moore-Lindsay Historical House Museum!*

We are proud to be a part of  
Norman's thriving arts and  
humanities community.

We are so grateful for the support  
provided by the City of Norman,  
and we are so lucky to be in a city  
that recognizes the value of the  
arts and humanities in building  
quality of life for its citizens.



# THE SOONER THEATRE OF NORMAN, INC.

Item 1.

ANNUAL REPORT FY 2020-2021





## LOOKING BACK, PLANNING AHEAD Item 1.

This report highlights our most recent completed Fiscal Year, beginning July 1, 2020 and ending June 30, 2021, based on the date it is due to the City of Norman (February 2022). As everyone is well aware, much of the fiscal year (FY2021), looked quite different than years past. We will discuss our policies, guidelines and practices, as well as how we have been and will continue to safely return to programming in our presentation to the council.

### THE NUMBERS TELL THE STORY

Each year, the City of Norman invests \$65,274 in funding for salaries at The Sooner Theatre. This amount represented 9% of our total budget in FY '21, which was \$705,506 (adjusted from original budget of \$920,100 due to pandemic), and 20% of our contributed income, which for FY 2021 was \$330,429.

We are incredibly grateful to the City of Norman for the municipal funding, and want you to know how proud we are to be stewards of this beautiful building.

While only 5601 audience members attended Sooner Theatre events in person during FY '21 due to the closures and social distance and limits on attendance the pandemic caused, they spent, on average, \$44.21 per person in our community, with an economic impact of \$247,620. That number does not include audiences who viewed Sooner Theatre programs online or through our social media channels, which was estimated at 119,806. In addition, parents of the hundreds of students enrolled at The Studio of The Sooner Theatre contribute to Norman revenue by purchasing dance clothes, dance shoes, makeup, hair and wig products and anything else needed, as well as by frequenting restaurants and coffee shops in downtown Norman each week while they wait for students. And, the theatre purchases lumber, fabric and supplies locally to build every set and costume for every show. We also saw 819 enrolled in camps and classes at The Studio of The Sooner Theatre (up from the previous year, but lower than pre-pandemic numbers due to COVID), and \$16,121 given back in scholarships for tuition to 107 students who could otherwise not afford to participate.

According to the Norman Economic Development Coalition, the input from our salary base and contracted instructors, shows **an economic impact of nearly \$2,000,000.00** in the community annually. We are so proud of the impact we make on the Norman community and on communities surrounding Norman. And, we are extremely grateful for community leaders who understand the impact the arts have on our community!

## THE SOONER THEATRE OF NORMAN

The Sooner Theatre is listed on the National Registry of Historic Places and is truly a Norman landmark. The theater building is owned by the City of Norman and the Board and Staff of The Sooner Theatre of Norman Inc., are proud “stewards” of the management and activities of the facility, and have made significant investments of time, effort and resources to assure the survival of The Sooner - Norman’s Premier Performing Arts Venue and Academy.

### OUR MISSION

The mission of The Sooner Theatre is to change lives, offer diverse perspectives and create a cultural connection to the community through the performing arts and arts education.

### OUR VISION STATEMENT

Our vision is to create a space for instilling creativity and passion for the arts, provide a place for students to find their voices, promote inclusion and healing through the arts and elevate the quality of life by providing diverse performing arts opportunities for all ages in our community.

### OUR FUNCTION STATEMENTS

**PRESENT** quality theatrical productions

**PROVIDE** quality performing arts instruction for students ages 3-18

**PROVIDE** a quality venue for the presentation of cultural, artistic, educational and community development activities that improve the quality of life for our citizens and to **SERVE** as an historic anchor for the development of partnerships with other arts and business entities to create a revitalized, downtown arts district for Norman.

### DIVERSITY MATTERS

The Sooner Theatre strives to provide programming that is diverse in all aspects. We actively seek ethnic, gender and ability diversity in casting our productions and selecting concert artists. We are diversity conscious in all casting decisions, insuring we are making as diverse decisions as possible while keeping with the intent of the writer and the story we are telling. We welcome ideas in increasing the number of diverse artists, students and audience members in all we pursue. We also work with groups whose clients may be from under-served populations, including the United Way, Transition House, Norman Public Schools and others. We send information on programming and scholarships to all public elementary schools for distribution to all families in the Norman Public Schools. Theatre doesn't work if we cannot tell stories with ALL types of people and characters to and for ALL people.





**THE SOONER THEATRE BOARD OF DIRECTORS**

- |  |   |
|--|---|
| President, Meg Newville, Community Volunteer               | Mark Ledbetter, Armstrong Bank          |
| Vice President, Lindsay Hawkins, OU K-20 Center            | Karen McIntosh-Telford, Don Cies        |
| Treasurer, Matt Robinson, First Fidelity Bank              | LeAnne Pence, Hey Day Family Fun Center |
| Secretary, Beth Muckala, City of Norman Asst City Attorney | Beth Pepper, Eide Bailly Accounting     |
| Past President, Vicki Worster, Total Compliance            | Shannon Roth, Victoria's The Pasta Shop |
| Megan Benn, Cooperative Council for Oklahoma School Admin  | Amanda Ward, Norman Pediatric Dentistry |

**Advisory Members**

- Jud Foster, City of Norman
- Chuck Thompson, Armstrong Bank
- Tom Cooper, First United Bank
- Jerry Hargis, Theatre Consultant



**SOONER THEATRE STAFF**

- |   |   |
|---|---|
| Jennifer Heavner Baker, Executive Director  | Darrell Ferguson, Construction Manager  |
| Nicki Kraisky, Business Manager (part-time) | Tish Willis, Studio Manager             |
| Anthony Wilkinson, Production Manager       | Brandon Adams, House Operations Manager |
| Nancy Coggins, PR & Development Director    |   |

**STAFFING**

Our mission, function and program direction have, each year, been approved by the City administration, and Municipal money has been provided for The Sooner to have a firm "base" for staffing the facility, and on which to build its activities. According to Theatre Facts, A Report on Practices and Performances in the American Nonprofit Theatre, a typical theatre our size, with a similar County population, and the same amount of programming will have 10 full time employees. Our current staff manages both The Sooner Theatre and

The Studio of The Sooner Theatre with 5 full-time and 2 part-time employees. We also utilize the Federal Work Study program at OU, when the opportunity arises. The Sooner Theatre utilizes contract labor for teachers, directors, choreographers, music directors, musicians and accompanists.

The Sooner Theatre provides benefits to our employees through Blue Cross Blue Shield of Oklahoma. As you know, the turnover rate in the "nonprofit world" has always been high, and even higher in the "theatre world", so offering benefits to our employees is an incredible feat for our organization. For fiscal year 2019-2020, we paid **\$21,967** in employee benefits (healthcare only), a 3% decrease over the previous fiscal year.

**USE OF PAST CITY OF NORMAN FUNDING**

Salaries 2003/2004 <b>\$86,847.27</b>	Salaries 2012-2013 <b>\$168,832.83</b>
Salaries 2004/2005 <b>\$94,534.36</b>	Salaries 2013-2014 <b>\$197,617.35</b>
Salaries 2005/2006 <b>\$108,541.76</b>	Salaries 2014-2015 <b>\$197,425.55</b>
Salaries 2006/2007 <b>\$141,000.00</b>	Salaries 2015-2016 <b>\$195,934.77</b>
Salaries 2007-2008 <b>\$146,473.00</b>	Salaries 2016-2017 <b>\$205,467.27</b>
Salaries 2008-2009 <b>\$187,202.00</b>	Salaries 2017-2018 <b>\$235,314.47</b>
Salaries 2009-2010 <b>\$184,516.00</b>	Salaries 2018-2019 <b>\$243,693.22</b>
Salaries 2010-2011 <b>\$190,950.00</b>	Salaries 2019-2020 <b>\$254,486.07</b>
Salaries 2011-2012 <b>\$194,600.00</b>	Salaries 2020-2021 <b>\$243,408</b>

The Municipal money we receive in the amount of **\$65,274** was approximately **27%** of our payroll expenses (FY 2021).

Because we receive this money from the City of Norman, we are able to allocate other funding in our budget to programming that supports underserved populations in our community, including scholarships provided to students who otherwise would be unable to participate in performing arts programs due to cost, training instructors to provide specialized instruction for special needs students, and to participate in partnerships like "Trauma Drama" which helps empower and heal students in our community who have experienced chronic or extreme trauma in their lives through theater and improv exercises. We launched this pilot program in FY '19 in partnership with the Center for Family and Children, The University of Oklahoma's School of Social Work and the Norman Public Schools. This year, we were able to serve students at Norman High School through the program. After we make it through the Pandemic, the plan is to expand that program to Norman North High School and Dimensions Academy as well.

The Sooner Theatre's **earned revenue includes tickets to productions and concerts, tuition for classes** at our Studio, as well as rentals and concession sales. **Percentage of total budget** (\$705,506) from **ticketing was 13.6%, tuition revenue was 35.2%, rentals and concessions is 4.7%, contributed revenue donations/fundraisers was 46.8%** of our total budget.

According to the Norman Economic Development Coalition, the input from our salary base and contracted instructors, shows an **economic impact of nearly \$2,000,000.00** in the community.

## THEATRE ACTIVITY

Our programs serve **quality of life** needs in the areas of culture, education, theatre and music for an increasing number of citizens.

Our product tells what we stand for, what we want to offer the community and how well we know our business. At The Sooner Theatre, we host professional artists to first-timers and foster performers from 3 years old on up. Our presentations reflect our mission, our image and ultimately, they determine our survival. We embrace the fact that we are not just "Community Theatre" but "Theatre for the Community". **While only 5601** people walked through our doors last year and we were able to track ticket sales to **83 Oklahoma zip codes and 12 out-of-state!** We hope you agree that The Sooner Theatre grants a major return for City's investment.

In 2002, our Board of Directors approved a programming portfolio consisting of **seven initiatives.**



**1. THE MAIN EVENT SERIES** is The Sooner Theatre's concert series. **2020-2021 Season:** No Concerts (COVID)

Tickets to Main Event concert series shows are based on artist fees and other expenses. Tickets for the FY '20 concert ranged from \$20-\$25.



**2. SOONER STAGE PRESENTS** is The Sooner Theatre's self-produced theatrical series.

**2020-2021 Season:** Mamma Mia (Postponed to 2021-22 due to COVID) Annie, 25th Annual Putnam County Spelling Bee (Postponed to 2022-2023 due to COVID)

Tickets to Sooner Stage Presents Theatrical productions range from \$12.50-\$35 dependent on discounts.



**3. THE STUDIO OF THE SOONER THEATRE** is The Sooner Theatre's performing arts academy. The Sooner Theatre's Theatre Arts Education program impacts hundreds of children ages 3-18 each year by providing outstanding performing arts education in a warm and welcoming environment. Year-round classes follow the Norman Public Schools schedule. Fall classes begin in September and offer cumulative learning concluding in April. Summer camps are held in June and July.

The Sooner Theatre's education program began in 2003 with one summer camp production that served 30 children. **Our total enrollment in 2020-2021 exceeded 800 (down 20% due to COVID) from across the metro area.** The program has evolved into year-round performing arts school with training in the areas of musical theatre, acting, improv, voice,

and dance, as well as troupes that perform at various events throughout the community. We offer classes in musical theatre, acting, improv, magic, ballet/jazz, tap, hip-hop, private voice instruction, audition coaching and much more! We also make it a point to bring in experts in our industry to present Master Classes to our students, and have hosted Broadway performers, National Tour performers, TV personalities, Broadway casting directors, and many others. This year's classes and camps were a mix of in-person and virtual options



Item 1.



Studio students have been seen in many regional productions, including the OKC Philharmonic's The Christmas Show, OU productions, singing for the Thunder, Texas Motor Speedway, in many commercials and films and on hit Nickelodeon and Netflix series! Sooner Theatre students were also chosen as the munchkins in the National Tour of The Wizard of Oz, Winthrop in The Music Man in Concert with Shirley Jones, and Studio students were featured in a walk-on role in the Broadway tour of both Camelot and Waitress.

In January of FY'21, **Studio of The Sooner Theatre students attended the Junior Theatre Festival** in Atlanta for the sixth year, where our students were adjudicated and attended workshops with 6500 theatre students from across the country. **Out of the 127 groups who brought a selection from a Broadway JR show to be adjudicated, The Sooner Theatre was one of just 9 selected to perform a song from their selection on the main stage in front of all 6500 attendees from the United States, United Kingdom, China, New Zealand and Australia!** One of their adjudicators stated, "There must be some 'secret sauce' at that theater in Norman, Oklahoma, we hope you share it with everyone!" They were impressed with all aspects of our students' performance, from skill level, to acting abilities to choreography and so much more!







## BEYOND THE STAGE

There is no question that the productions of The Sooner Theatre are magical. The lights, the sound, the costumes, the sets and the talent we are lucky enough to work with - both community theatre and our youth educational productions. But, you might not be aware of all the things that happen ***Beyond The Stage***.

### Scholarships

Last fiscal year, The Studio of The Sooner Theatre gave \$16,121 in **scholarships** to students who could otherwise not afford to participate in performing arts classes and camps. This includes awardees of the Laurie McReynolds Memorial Scholarship, which we award by working with local non-profits, counselors and principals at Norman Public Schools elementary schools. This scholarship is awarded to a student from a diverse or underserved background chosen because of either their need for assistance, potential talent or passion for the arts, or because the student could use some help finding his or her voice.



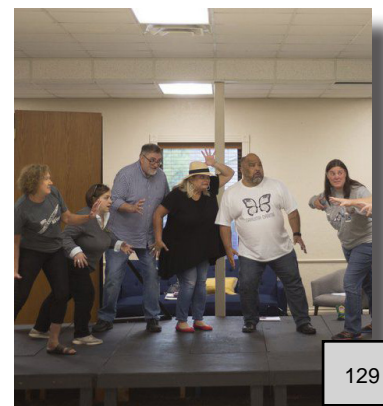
### Special Needs Classes

We are excited to offer classes for special needs students. Our **Be My Buddy** class pairs elementary-age students with a student from The Studio's ambassador performance troupes to learn songs and dances. We also have a class whose name says it all - **Fabulous Friday!** This group of teens and adults with Down syndrome will change your outlook on life. They are the most joyful, excited group of people you will ever meet. And, they can DANCE! Due to the high-risk population we

serve through our special needs programs, only our Fabulous Friday class was offered this year, and it was taught virtually.

### Trauma Drama

We partnered with the Center for Children and Families, the University of Oklahoma's Anne and Henry Zarrow School of Social Work and Norman Public Schools on a program called **Trauma Drama**. This program is designed to work specifically



with students who have experienced major or chronic trauma. As part of a student troupe these kids work through their trauma using theatre activities, improv and more. In FY'20, we were able to serve students at Norman High School through the program. When we get past the pandemic, the plan is to expand that program to Norman North High School and Dimensions Academy as well. We cannot wait to grow the program with incredible partners!

Tuition for Studio camps and classes ranges from \$125 for a one-week summer camp to \$550 for a school year production class. **We normally give back approx. 20% of our annual tuition** revenue in scholarships. For fiscal year 2021, total tuition revenue was \$248,304 and **scholarships given totaled \$16,121, which funded 107 instances of tuition and/or fees** over the last year.

#### 4. SPECIAL EVENTS

Due to the ongoing pandemic and the need to socially distance and limit contact, we were unable to hold our two fundraising events for FY 2021 - we were forced to cancel Voice of The Heartland vocal competition and Murder Mystery, resulting in a potential loss of about \$75,000 in contributed income to the theatre.



#### 5. RENTAL ACTIVITIES

Community organizations and individuals have the opportunity to rent the theatre for their activities, meetings or performances. Our rental revenue for 2020-2021 was \$29,450.

Rental rates are approximately \$800-\$1000 per day for use of the theatre. We also rent the Studio event space for \$300-\$1200 per day.

#### Example of community rentals

- Antioch Community Church
- Hispanic Flamenco Ballet
- Rocky Horror Picture Show
- Julia's Academy of International Dance
- Norman Chamber of Commerce
- Various Weddings & Engagements
- Pageants
- Norman Music Festival
- Various Dance Recitals
- Transition House's June Bug Jam
- Norman Police Academy
- Norman Film Festival



**6. SOONER CINEMA** is The Sooner Theatre's film and video offering. We do not offer a film series at this time, but normally host several events each year that do show films, including Norman Music Festival, Norman Film Festival, Moore-Norman Technology Center's Red Carpet Film Festival and Earth Rebirth Film Festival (when there is no pandemic).

**7. OUTREACH AND DEVELOPMENT** is our program designed to "give back". In addition to our programming, The Sooner is deeply rooted in the community.

**Our Outreach and Development includes:**

Partnering with United Way's Celebrity Sing, Citizen's Advisory Council, Norman Convention and Visitors Bureau, The Norman Public School's Gifted Council and the Norman Arts Council. We are represented at the Norman Downtowner's Association, Norman Arts Council's Roundtable, Norman Rotary, the United Way Cabinet, Assistance League, Norman Public Schools PTA and several other organizations.

Our Studio Ambassador Performance Troupes made up of 3rd-12th grade students also perform regularly in the community. These troupes and soloists have performed for thousands of audience members at various events to include: The Norman Music Festival, The Rodeo Opry, The OKC Thunder, OKC Arts Council's Opening Night, OKC Festival of the Arts, The State Fair of Oklahoma, Holiday Open Houses for the Norman Assistance League, Public School assemblies, Devon Arts Day, the 2009 Mayor's Convention, NAC Arts Explosion, The OKC Philharmonic, Allied Arts, The 100th Anniversary of the Depot, Norman Music Festival, Kids for Kids Sake, Earth Day, Texas Motor Speedway, the Andy Roddick Tennis Exposition, Norman's Centennial Follies, Lyric Theatre, Jewel Box Theatre, University of Central Oklahoma, OMEA All State Chorus, Oklahoma City's Centennial Parade, Norman Christmas Parade, Norman Public Schools, Oklahoma Summer Arts Institute, Norman Chamber of Commerce, May Fair, June Bug Jam, The Chocolate Festival, OEC's Annual Meeting and many more!



## We also participate as in-kind donors for community events to include:

- Assistance League
- Community After School Program
- Norman Arts Council
- Toby Keith Foundation
- Le Tour de Vin
- United Way of Norman
- Meals on Wheels
- Among Friends ...an Activity Center for Adults with Special Needs
- Travelers Aid & Homeless Assistance Center
- Norman Regional Hospital
- Blanchard, Purcell, Lexington, Washington and other Public School Systems
- Oklahoma Statewide Independent Living Council
- Cleveland County Family YMCA
- Travelers Aid and Homeless Assistance Center
- Norman Public Schools
- Norman Chamber of Commerce
- Meals on Wheels
- United Ministries
- University of Oklahoma
- Oklahoma Youth Orchestra
- Big Brothers Big Sisters
- Cleveland County CASA

As you can see from this list, the programming portfolio is ambitious. It is designed to provide more activities, for more groups and therefore, more audiences. This is a way to maximize Theatre appeal by a broader portion of our community, and to hopefully ensure long term fiscal return.

## AWARDS AND HONORS

- The Sooner Theatre is **one of three** Norman arts organizations who are current Allied Arts member agencies.
- The Sooner Theatre was the **first (and only, so far) arts organization** to have been awarded the Norman Rotary Clubs' Le Tour De Vin and the Impact Oklahoma grants funding capital projects.
- In August 2020, The Sooner Theatre was named as the Oklahoma Center for Non-profits' **ONE Award winner for Arts and Humanities.**

## OTHER SOURCES OF INCOME

In addition to the Municipal money our other sources of income are from our annual Murder Mystery and Voice Of The Heartland Fundraisers, Corporate Sponsorships, Business and personal donations, program advertising, grants from foundations and other granting organizations, ticket revenues from concerts and performances, tuition revenue from our camps and classes and rental fees, both at the theatre and Studio. This year, we also saw relief in the form of funding to help ease the burden of the pandemic from the SBA, Oklahoma State Arts Council, Allied Arts and more. All of these funding efforts helped our **2020-2021 operating budget of \$705,506.**

**Total earned revenue for FY 2021 was \$377,711, which accounted for 54% of our budget. Contributed income made up the remaining 46% of the budget.**

*"What we put on the stage is not only what the public sees – it is what we are."*

**Thank you for all you do to support the programs, productions, concerts and events of The Sooner Theatre!**

**We are very fortunate to live in a community who understands the value and the impact of the arts on its citizens.**

**We could not do what we do without you!**

**Sooner Theatre of Norman, Inc.**  
**Balance Sheet**  
For the Year Then Ended June 30, 2021

Accrual Basis

	Jun 30, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Studio Capital Campaign	50,693.01
Sooner Theatre STARS	16,338.90
Petty Cash	650.00
Armstrong Bank Payroll	127.03
Armstrong Bank-Operations	21,745.27
<b>Total Checking/Savings</b>	89,554.21
Accounts Receivable	
Accounts Receivable	721.60
Pledges Receivable	10,000.00
<b>Total Accounts Receivable</b>	10,721.60
<b>Other Current Assets</b>	
Other Accounts Receivable	611.44
Inventory	200.00
Prepaid Expenses	85,428.21
<b>Total Other Current Assets</b>	86,239.65
<b>Total Current Assets</b>	186,515.46
<b>Fixed Assets</b>	
110 East Main St.	1,750,779.65
The Studio at the Sooner	37,496.75
Computer Equipment	33,784.78
Building Improvements	168,266.07
Equipment	41,679.45
Furniture & Fixtures	1,939.27
Sound Equipment	157,363.06
Light Equipment	137,951.07
Accumulated Depreciation	-503,971.21
<b>Total Fixed Assets</b>	1,825,288.89
<b>Other Assets</b>	
CD #617792-Armstrong Bank	149,451.85
Community Foundation Deposit	2,163.79
<b>Total Other Assets</b>	151,615.64
<b>TOTAL ASSETS</b>	<b>2,163,419.99</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	26,443.01
<b>Total Accounts Payable</b>	26,443.01
<b>Other Current Liabilities</b>	
Paycheck Protection Plan	45,570.00
Direct Deposit Liabilities	-7,436.18
Gift Certificates Payable	470.00
Payroll Liabilities	4,813.94
Sales Tax Payable	1,977.52
<b>Total Other Current Liabilities</b>	45,395.28
<b>Total Current Liabilities</b>	71,838.29

**Sooner Theatre of Norman, Inc.**  
**Balance Sheet**  
For the Year Then Ended June 30, 2021

Accrual Basis

	Jun 30, 21
<b>Long Term Liabilities</b>	
Republic Bank-Loan # 75020415	1,115,494.47
Republic - Reno Loan #0410	81,500.00
SBA EDIL Disaster Recovery Loan	149,709.28
<b>Total Long Term Liabilities</b>	1,346,703.75
<b>Total Liabilities</b>	1,418,542.04
<b>Equity</b>	
Net Assets - Unrestricted	31,529.71
Retained Earnings	710,714.52
Net Income	2,633.72
<b>Total Equity</b>	744,877.95
<b>TOTAL LIABILITIES &amp; EQUITY</b>	2,163,419.99

**Sooner Theatre of Norman, Inc.**  
**Profit & Loss**  
**For the Year Then Ended June 30, 2021**

Accrual Basis

	Jun 21	Jul '20 - Jun 21
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Sooner Stage Presents	0.00	26,224.49
Studio Production Class	43.86	31,515.75
The Studio Revenue	65,740.75	286,528.19
Concessions	3,453.10	3,992.10
Rental Income	2,925.00	29,450.00
<b>Total Income</b>	72,162.71	377,710.53
<b>Cost of Goods Sold</b>		
Sooner Stage Presents Costs	0.00	25,876.77
Production Class Costs	248.52	47,784.26
The Studio Costs	33,417.95	145,872.98
Young Producers Costs	0.00	14,752.10
The Studio Overhead Costs	1,377.05	22,732.57
Murder Mystery Costs	0.00	7,185.75
Concessions Costs	1,789.60	1,789.60
Rental Costs	200.00	2,132.50
<b>Total COGS</b>	37,033.12	268,126.53
<b>Gross Profit</b>	35,129.59	109,584.00
<b>Expense</b>		
Marketing	4,822.86	28,339.91
Bankcard Service Charges	326.40	3,845.03
Global Payment Credit Card Fees	952.72	6,730.49
Jackrabbit Fees	347.15	2,392.33
Sales Tax	1,733.90	6,847.67
Community Outreach Projects	325.00	325.00
Payroll Expenses	17,420.50	206,247.94
Employee Benefits	2,395.64	28,856.72
Telephone & Internet	745.07	8,695.27
Bank Charges	34.50	917.00
Technical Supplies	105.84	2,675.81
Office Supplies	586.88	3,714.64
Equipment Lease	653.72	8,363.72
Community Outreach	350.00	350.00
Contract Labor	0.00	9,210.74
Custodial Services	750.00	7,075.00
Dues and Licenses	1,212.78	4,371.18
Insurance	1,411.59	27,133.09
Postage	65.40	312.39
Professional Fees	0.00	67.60
Rent	0.00	1,320.00
Theatre Expenses	1,953.59	7,513.97
Miscellaneous Expenses	0.00	1,889.27
<b>Total Expense</b>	36,193.54	367,194.77
<b>Net Ordinary Income</b>	-1,063.95	-257,610.77



**Sooner Theatre of Norman, Inc.**  
**Profit & Loss**  
**For the Year Then Ended June 30, 2021**

Accrual Basis

	Jun 21	Jul '20 - Jun 21
<b>Other Income/Expense</b>		
<b>Other Income</b>		
SBA/PPP Loan Forgiveness	0.00	46,600.00
Other Income	0.00	731.70
Grant Income	0.00	186,453.00
Advertising Income	1,962.50	3,372.50
Voice of the Heartland Fundrais	0.00	33.93
STARS Fundraiser	0.00	4,829.84
Board Donations	0.00	950.00
Friends Donations	1,962.49	80,772.08
Interest Income	154.08	1,878.15
Miscellaneous Income	128.00	983.03
Refund	0.00	3,824.54
<b>Total Other Income</b>	<u>4,207.07</u>	<u>330,428.77</u>
<b>Other Expense</b>		
Studio Capital Campaign Expense	0.00	200.00
STARS Fundraiser COS	0.00	7,670.49
Interest Expense	4,813.47	60,563.79
Fundraising Expense	0.00	1,750.00
<b>Total Other Expense</b>	<u>4,813.47</u>	<u>70,184.28</u>
<b>Net Other Income</b>	<u>-606.40</u>	<u>260,244.49</u>
<b>Net Income</b>	<u><u>-1,670.35</u></u>	<u><u>2,633.72</u></u>

**SOONER THEATRE of NORMAN, INC.**

**Annual Budget-Accrual Basis**

For the Year Ended June 30, 2021

Item 1.

	Year to Date	Annual	
	Actual	Budget	Variance
Total Revenues	377,710.53	701,900.00	(324,189.47)
Less Total Costs	268,126.53	463,030.00	(194,903.47)
Total Gross Profit	109,584.00	238,870.00	(129,286.00)
Total Other Income	330,428.77	218,230.00	112,198.77
Less Total Overhead Costs	437,379.05	457,100.00	(19,720.95)
Total Profit or (Loss)	2,633.72	0.00	2,633.72

For Discussion Purposes Only

**SOONER THEATRE of NORMAN, INC.**

**Overhead Costs and Other Income**

Annual Budget-Accrual Basis

For the Year Ended June 30, 2021

Item 1.

	Actual	Budget	Variance
Overhead Costs			
Salaries & Benefits	217,565.05	224,000.00	(6,434.95)
Payroll Taxes	17,539.61	16,500.00	1,039.61
Telephone & Internet	8,695.27	9,000.00	(304.73)
General Marketing	28,339.91	46,000.00	(17,660.09)
Other Expenses-( Note 1)	165,239.21	161,600.00	3,639.21
<b>Total Overhead Costs</b>	<b>437,379.05</b>	<b>457,100.00</b>	<b>(19,720.95)</b>
Other Expenses			
Bankcard Charges	3,845.03	8,500.00	
Global Credit Card Fees	6,730.49	9,000.00	
Jack Rabbit Fees	2,392.33	2,000.00	
Sales Tax	6,847.67	14,000.00	
Bank Fees	917.00	500.00	
Tech Supplies	2,675.81	1,500.00	
Office Supplies	3,714.64	10,000.00	
Equipment Lease	8,363.72	7,000.00	
Trade Outs for Services	0.00	0.00	
Late Fees/ Finance Charges	0.00	100.00	
Contract Labor	9,210.74	10,000.00	
Custodial Services	7,075.00	5,000.00	
Postage	312.39	500.00	
Professional Fees	67.60	7,500.00	
Community Outreach	675.00	2,000.00	
Equipment Rental-Non-show	0.00	500.00	
Theatre Paper Supplies	713.03	1,500.00	
Theatre Repairs & Maintenance	2,565.19	1,500.00	
Theatre Utilities	4,235.75	6,000.00	
Miscellaneous Expenses	1,889.27	5,000.00	
Dues & Subscriptions	4,371.18	3,500.00	
Insurance	27,133.09	23,000.00	
Interest Expense	60,563.79	40,000.00	
Storage Rent	1,320.00	2,000.00	
STARS COS	7,670.49	0.00	
	0.00	0.00	
Fundraising	1,950.00	0.00	
Other Show Expenses	0.00	1,000.00	
<b>Total Other Expenses</b>	<b>165,239.21</b>	<b>161,600.00</b>	

For Discussion Purposes Only



SOONER THEATRE of NORMAN, INC.

Main Event

Annual Budget-Accrual Basis  
For the Year Ended June 30, 2021

Item 1.

Main Event Series	Concert # 1-TBD			Concert #2-TBD			Concert #3-TBD			Year-To-Date Actual	Annual Budget	Variance	Main Event Totals
	Year-To-Date Actual	Annual Budget	Variance	Year-To-Date Actual	Annual Budget	Variance	Year-To-Date Actual	Annual Budget	Variance				
	Revenues												
Ticket Sales	0.00	4,500.00	(4,500.00)	0.00	15,000.00	(15,000.00)	0.00	15,000.00	(15,000.00)	0.00	34,500.00	(34,500.00)	0.00
Season Tickets	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
Other 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
<b>Total Revenues</b>	<b>0.00</b>	<b>4,500.00</b>	<b>(4,500.00)</b>	<b>0.00</b>	<b>15,000.00</b>	<b>(15,000.00)</b>	<b>0.00</b>	<b>15,000.00</b>	<b>(15,000.00)</b>	<b>0.00</b>	<b>34,500.00</b>	<b>(34,500.00)</b>	<b>0.00</b>
Production Costs													
Artist Fees	0.00	5,000.00	(5,000.00)	0.00	12,000.00	(12,000.00)	0.00	12,000.00	(12,000.00)	0.00	29,000.00	(29,000.00)	0.00
Security	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
Rental Equipment		0.00											
Lights	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
Sound/Backline	0.00	600.00	(600.00)	0.00	750.00	(750.00)	0.00	750.00	(750.00)	0.00	2,100.00	(2,100.00)	0.00
Contract Labor													
Light Engineer	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
Sound Engineer	0.00	500.00	(500.00)	0.00	750.00	(750.00)	0.00	750.00	(750.00)	0.00	2,000.00	(2,000.00)	0.00
Overhire	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
Hospitality	0.00	1,000.00	(1,000.00)	0.00	1,000.00	(1,000.00)	0.00	1,000.00	(1,000.00)	0.00	3,000.00	(3,000.00)	0.00
Miscellaneous	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
<b>Total Production Costs</b>	<b>0.00</b>	<b>7,100.00</b>	<b>(7,100.00)</b>	<b>0.00</b>	<b>14,500.00</b>	<b>(14,500.00)</b>	<b>0.00</b>	<b>14,500.00</b>	<b>(14,500.00)</b>	<b>0.00</b>	<b>36,100.00</b>	<b>(36,100.00)</b>	<b>0.00</b>
Gross Profit or (Loss)	0.00	(2,600.00)	2,600.00	0.00	500.00	(500.00)	0.00	500.00	(500.00)	0.00	(1,600.00)	1,600.00	0.00
<b>Total Profit or (Loss)</b>	<b>0.00</b>	<b>(2,600.00)</b>	<b>2,600.00</b>	<b>0.00</b>	<b>500.00</b>	<b>(500.00)</b>	<b>0.00</b>	<b>500.00</b>	<b>(500.00)</b>	<b>0.00</b>	<b>(1,600.00)</b>	<b>1,600.00</b>	<b>0.00</b>

**SOONER THEATRE of NORMAN, INC.**

**Sooner Stage Presents**

Annual Budget-Accrual Basis

For the Year Ended June 30, 2021

Sooner Stage	MAMA MIA			Story	ANNIE			Year-To-Date Actual	Annual	Variance	Budget Totals
	Year-To-Date Actual	Annual	Variance		Annual	Variance					
<b>Revenues</b>											
Ticket Sales	180.00	25,000.00	(24,820.00)	24,798.49	45,000.00	(20,201.51)	0.00	8,500.00	(8,500.00)	24,978.49	
Convenience Fees	0.00	0.00	0.00	1,246.00	0.00	1,246.00	0.00	0.00	0.00	1,246.00	
Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Revenues</b>	<b>180.00</b>	<b>25,000.00</b>	<b>(24,820.00)</b>	<b>26,044.49</b>	<b>45,000.00</b>	<b>(18,955.51)</b>	<b>0.00</b>	<b>8,500.00</b>	<b>(8,500.00)</b>	<b>26,224.49</b>	
<b>Production Costs</b>											
Royalties	5,905.00	6,635.00	(730.00)	8,199.31	9,095.00	(895.69)	0.00	2,450.00	(2,450.00)	14,104.31	
Stage Manager	0.00	750.00	(750.00)	375.00	750.00	(375.00)	0.00	500.00	(500.00)	375.00	
Costumes & Costumer	0.00	4,000.00	(4,000.00)	569.71	5,000.00	(4,430.29)	0.00	500.00	(500.00)	569.71	
Props	0.00	1,000.00	(1,000.00)	1,969.23	1,000.00	969.23	0.00	0.00	0.00	1,969.23	
Set	0.00	1,500.00	(1,500.00)	794.72	1,500.00	(705.28)	0.00	0.00	0.00	794.72	
Music Director	0.00	1,200.00	(1,200.00)	0.00	1,200.00	(1,200.00)	0.00	1,000.00	(1,000.00)	0.00	
Director	0.00	1,300.00	(1,300.00)	0.00	1,200.00	(1,200.00)	0.00	1,000.00	(1,000.00)	0.00	
Choreographer	0.00	1,200.00	(1,200.00)	1,200.00	1,200.00	0.00	0.00	1,000.00	(1,000.00)	1,200.00	
Rental Equipment										0.00	
Lights	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sound	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Artist Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Actors'Equity Costs	0.00	3,000.00	(3,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Labor										0.00	
Sound/ Light Engineer	0.00	3,000.00	(3,000.00)	3,420.00	3,000.00	420.00	0.00	2,000.00	(2,000.00)	3,420.00	
Musicians (or Digital Track)	0.00	750.00	(750.00)	750.00	1,500.00	(750.00)	0.00	750.00	(750.00)	750.00	
Miscellaneous Labor	0.00	1,000.00	(1,000.00)	1,994.00	1,000.00	994.00	0.00	200.00	(200.00)	1,994.00	
Miscellaneous Expenses	0.00	250.00	(250.00)	265.19	500.00	(234.81)	0.00	200.00	(200.00)	265.19	
Hospitality	0.00	1,000.00	(1,000.00)	434.61	1,000.00	(565.39)	0.00	500.00	(500.00)	434.61	
<b>Total Production Costs</b>	<b>5,905.00</b>	<b>26,585.00</b>	<b>(20,680.00)</b>	<b>19,971.77</b>	<b>27,945.00</b>	<b>(7,973.23)</b>	<b>0.00</b>	<b>10,100.00</b>	<b>(10,100.00)</b>	<b>25,876.77</b>	
<b>Total Profit or (Loss)</b>	<b>(5,725.00)</b>	<b>(1,585.00)</b>	<b>(4,140.00)</b>	<b>6,072.72</b>	<b>17,055.00</b>	<b>(10,982.28)</b>	<b>0.00</b>	<b>(1,600.00)</b>	<b>1,600.00</b>	<b>347.72</b>	

**THE STUDIO of the SOONER THEATRE**  
**For the Year Ended June 30, 2021**

Item 1.

	Year-To-Date	Annual	Variance
	Actual	Budget	
<b>Revenues</b>			
Tuition Fees	248,304.19	250,000.00	(1,695.81)
Studio Production Tickets	31,515.75	50,000.00	(18,484.25)
Showcase Tickets & Production Fees	12,454.00	15,000.00	(2,546.00)
Summer Stage 2021 Ticket Sales	25,725.00	30,000.00	(4,275.00)
Young Producers 2020 Ticket Sales	0.00	20,000.00	(20,000.00)
Education Trips-JTF	0.00	43,000.00	(43,000.00)
Education Trips-NYC	0.00	40,000.00	(40,000.00)
Miscellaneous	45.00	0.00	45.00
<b>Total Revenues</b>	<b>318,043.94</b>	<b>448,000.00</b>	<b>(129,956.06)</b>
<b>Costs</b>			
Instructor Fees & Salaries	91,855.00	80,000.00	11,855.00
Scholarships	0.00	5,400.00	(5,400.00)
Staff	2,018.50	12,000.00	(9,981.50)
Workshop Costs	1,025.00	2,000.00	(975.00)
Studio Production Classes	47,784.26	40,000.00	0.00
2020 Summer Stage Costs	12,850.23	17,500.00	(4,649.77)
2020 Young Producers Costs	14,752.10	17,500.00	(2,747.90)
Showcase Costs	15,228.46	13,000.00	2,228.46
2021 Summer Stage Costs	22,895.79	0.00	22,895.79
Education Trips-JTF & NYC	0.00	80,000.00	(80,000.00)
<b>Studio Costs</b>	<b>208,409.34</b>	<b>267,400.00</b>	<b>(58,990.66)</b>
<b>Gross Profit or (Loss)</b>	<b>109,634.60</b>	<b>180,600.00</b>	<b>(70,965.40)</b>
<b>Overhead Costs</b>			
<b>Building</b>			
Utilities	11,449.19	15,000.00	(3,550.81)
Repairs & Maintenance	8,668.33	7,500.00	1,168.33
Supplies	2,142.15	5,000.00	(2,857.85)
Miscellaneous	472.90	500.00	(27.10)
Studio Overhead Costs	22,732.57	28,000.00	(5,267.43)
<b>Total Studio Costs</b>	<b>231,141.91</b>		
<b>Total Profit or (Loss)</b>	<b>86,902.03</b>	<b>152,600.00</b>	<b>(65,697.97)</b>

**SOONER THEATRE of NORMAN, INC.**

**Concessions and Rentals**

Annual Budget-Accrual Basis

For the Year Ended June 30, 2021

Item 1.

Concessions	Year-To-Date	Annual	Variance	Rentals	Year-To-Date	Annual	Variance	Total
	Actual	Budget			Actual	Budget		Concessions & Rentals
Revenues				Revenues				
Sweet Shoppe Sales	3,992.10	20,000.00	(16,007.90)	Rental Contract Fees	29,450.00	20,000.00	9,450.00	33,442.10
Total Revenues	3,992.10	20,000.00	(16,007.90)	Total Revenues	29,450.00	20,000.00	9,450.00	33,442.10
Costs				Costs				
COS Sweet Shoppe	1,789.60	11,500.00	(9,710.40)	Technical Assistant	0.00	0.00	0.00	1,789.60
Labor	0.00	0.00	0.00	Labor	0.00	0.00	0.00	0.00
Other Expenses	0.00	0.00	0.00	Other Expenses-Custodial	2,132.50	5,000.00	(2,867.50)	2,132.50
Total Concessions Costs	1,789.60	11,500.00	(9,710.40)	Total Rental Costs	2,132.50	5,000.00	(2,867.50)	3,922.10
Total Profit or (Loss)	2,202.50	8,500.00	(6,297.50)	Total Profit or (Loss)	27,317.50	15,000.00	12,317.50	29,520.00



**SOONER THEATRE of NORMAN, INC.**

**Special Events**

Annual Budget-Accrual Basis

For the Year Ended June 30, 2021

Item 1.

	MURDER MYSTERY			SPECIAL EVENTS-VOH			Totals
	Year-To-Date	Annual	Variance	Year-To-Date	Annual	Variance	
	Actual	Budget		Actual	Budget		
Revenues							
Sponsors & Donations	0.00	29,400.00	(29,400.00)	0.00	0.00	0.00	0.00
Contest Entries	0.00	0.00		33.93	0.00	33.93	33.93
Ticket Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mix Donations	0.00	2,000.00	(2,000.00)	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>31,400.00</b>	<b>(31,400.00)</b>	<b>33.93</b>	<b>50,000.00</b>	<b>(49,966.07)</b>	<b>33.93</b>
Production Costs	0.00						
Catering	0.00	8,000.00	(8,000.00)	0.00	0.00	0.00	0.00
2020 Catering	7,185.75						
Facility Rental	0.00	0.00	0.00		4,050.00		0.00
Miscellaneous	0.00	0.00	0.00	0.00	1,200.00	(1,200.00)	0.00
Sound	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Labor							
Light & Sound Engineer	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00
Director	0.00	500.00					
Music Director	0.00	500.00					
Musicians	0.00	300.00	(300.00)	0.00	2,500.00	(2,500.00)	0.00
Artist Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Expenses	0.00	500.00	(500.00)	0.00	10,000.00	(10,000.00)	0.00
Marketing-Show specific	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Production Costs</b>	<b>7,185.75</b>	<b>11,050.00</b>	<b>(3,864.25)</b>	<b>0.00</b>	<b>17,750.00</b>	<b>(17,750.00)</b>	<b>7,185.75</b>
<b>Total Profit or (Loss)</b>	<b>(7,185.75)</b>	<b>20,350.00</b>	<b>(27,535.75)</b>	<b>33.93</b>	<b>32,250.00</b>	<b>(32,216.07)</b>	<b>(7,151.82)</b>

For Discussion Purposes Only

**Beth M Pepper CPA**  
**1316 Cherry Laurel Drive**  
**Norman, OK 73072**

**Phone: (405)360-7615 | Fax: (405)360-7615**

May 13, 2021

Sooner Theatre of Norman Inc  
101 E Main Street  
Norman, OK 73069

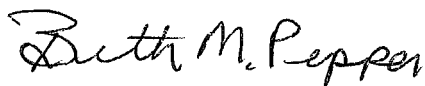
Sooner Theatre of Norman Inc:

Enclosed is the 2019 federal return for a tax-exempt organization, prepared for Sooner Theatre of Norman Inc from the information provided. The return will be e-filed with the IRS once we receive a signed Form 8879-EO, IRS e-file Signature Authorization for an Exempt Organization.

The federal return reflects neither a refund nor a balance due.

Thank you for the opportunity to be of service. For further assistance with the organization's tax return needs, contact our office at (405)360-7615.

Sincerely,



Beth M Pepper  
Beth M Pepper CPA

**IRS e-file Signature Authorization for an Exempt Organization**

For calendar year 2019, or fiscal year beginning 07-01-2019, and ending 06-30-2020

▶ Do not send to the IRS. Keep for your records.

**2019**

Department of the Treasury  
Internal Revenue Service

▶ Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.

Name of exempt organization

Employer identification number

Sooner Theatre of Norman Inc

51-0196629

Name and title of officer

Jennifer Baker, Executive Director

**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a	Form 990 check here	▶ <input checked="" type="checkbox"/>	b	Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	<u>922,638</u>
2a	Form 990-EZ check here	▶ <input type="checkbox"/>	b	Total revenue, if any (Form 990-EZ, line 9)	2b	
3a	Form 1120-POL check here	▶ <input type="checkbox"/>	b	Total tax (Form 1120-POL, line 22)	3b	
4a	Form 990-PF check here	▶ <input type="checkbox"/>	b	Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5a	Form 8868 check here	▶ <input type="checkbox"/>	b	Balance Due (Form 8868, line 3c)	5b	

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2019 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's PIN: check one box only

I authorize Beth M Pepper CPA to enter my PIN 20206 as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature

Jennifer Baker

Date ▶ 5/13/21

**Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

735285 91598  
Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2019 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature

Beth M Pepper

Date ▶ 5-13-21

**ERO Must Retain This Form - See Instructions  
Do Not Submit This Form to the IRS Unless Requested To Do So**

For Paperwork Reduction Act Notice, see instructions.

**Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**A** For the 2019 calendar year, or tax year beginning **07-01, 2019, and ending 06-30, 2020**

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Final return/terminated  
 Amended return  
 Application pending

**C** Name of organization: **Sooner Theatre of Norman Inc**  
 Doing business as  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
**101 E Main Street**  
 City or town, state or province, country, and ZIP or foreign postal code  
**Norman, OK 73069**

**D** Employer identification number  
**51-0196629**

**E** Telephone number

**G** Gross receipts  
 \$ **928,078**

**F** Name and address of principal officer:  
 H(a) Is this a group return for subordinates?  Yes  No  
 H(b) Are all subordinates included?  Yes  No  
 If "No," attach a list. (see instructions)

**I** Tax-exempt status:  501(c)(3)  501(c) ( ) (insert no.)  4947(a)(1) or  527  
 H(e) Group exemption number ▶

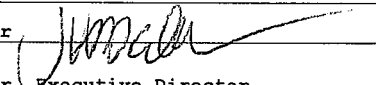
**J** Website: ▶ **N/A**

**K** Form of organization:  Corporation  Trust  Association  Other ▶  
**L** Year of formation: **1976** **M** State of legal domicile: **OK**

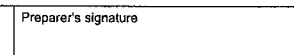
Part I Summary				
Activities & Governance	1	Briefly describe the organization's mission or most significant activities: <b>The mission of The Sooner Theatre is to change lives, offer diverse perspectives and create a cultural connection to the community through the performing arts and arts education.</b>		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	15
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	15
	5	Total number of individuals employed in calendar year 2019 (Part V, line 2a)	5	10
	6	Total number of volunteers (estimate if necessary)	6	
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	5,788
	<b>b</b> Net unrelated business taxable income from Form 990-T, line 39	7b	0	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9	Program service revenue (Part VIII, line 2g)	389,419	308,462
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	577,177	584,006
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	2,018	2,698
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	23,618	27,472
	12		992,232	922,638
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)		0
	14	Benefits paid to or for members (Part IX, column (A), line 4)		0
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	206,632	264,097
	16a	Professional fundraising fees (Part IX, column (A), line 11a)		0
	16b	Total fundraising expenses (Part IX, column (D), line 25) ▶	0	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	643,986	655,439
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	850,618	919,536
19	Revenue less expenses. Subtract line 18 from line 12	141,614	3,102	
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	20		1,973,276	2,082,880
	21	Total liabilities (Part X, line 26)	1,349,050	1,455,552
22	Net assets or fund balances. Subtract line 21 from line 20	624,226	627,328	

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** ▶ **Jennifer Baker**  
 Signature of officer  Date **5/13/21**  
**Jennifer Baker** Executive Director  
 Type or print name and title

**Paid Preparer Use Only**

Print/Type preparer's name: **Beth M Pepper** Preparer's signature:  Date: **5/13/21**  
 Check  if self-employed PTIN: **P00891598**  
 Firm's name ▶ **Beth M Pepper CPA** Firm's EIN ▶  
 Firm's address ▶ **1316 Cherry Laurel Drive** Phone no.: **405-360-7615**  
**Norman OK 73072**

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No



Return of Organization Exempt From Income Tax

2019

(Rev. January 2020)

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2019 calendar year, or tax year beginning 07-01, 2019, and ending 06-30, 2020

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C Name of organization: Sooner Theatre of Norman Inc. D Employer identification number: 51-0196629. E Telephone number. G Gross receipts: \$ 928,078.

I Tax-exempt status: 501(c)(3). J Website: N/A. K Form of organization: Corporation. L Year of formation: 1976. M State of legal domicile: OK.

Part I Summary

Table with 3 columns: Line number, Description, and Amount. Rows include: 1. Mission statement; 2. Discontinued operations; 3-6. Governing body and employees; 7a-b. Revenue and taxable income; 8-12. Revenue breakdown; 13-19. Expenses; 20-22. Net assets or fund balances.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Sign Here: Signature of officer Jennifer Baker, Executive Director.

Paid Preparer Use Only: Preparer's name Beth M Pepper, signature, date 5-13-21, firm name Beth M Pepper CPA, address 1316 Cherry Laurel Drive Norman OK 73072, phone number 405-360-7615.

May the IRS discuss this return with the preparer shown above? (see instructions) Yes [X] No [ ]

**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

The mission of The Sooner Theatre is to change lives, offer diverse perspectives and create a cultural connection to the community through the performing arts and arts education.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: \_\_\_\_\_) (Expenses \$ 257,357 including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

Children's musical theatre education classes and summer camp programs

4b (Code: \_\_\_\_\_) (Expenses \$ 63,456 including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

Main Event and Sooner Stage

4c (Code: \_\_\_\_\_) (Expenses \$ 59,190 including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

Fundraising Events

4d Other program services (Describe on Schedule O.)

(Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

4e Total program service expenses **▶ 380,003**

Part IV Checklist of Required Schedules

Table with 3 columns: Question number, Question text, Yes, No. Rows include questions 1 through 21 regarding organizational requirements and reporting.



Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question, Yes, No. Rows 22-38 detailing various IRS requirements and compliance checks.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V.

Table with 3 columns: Question, Yes, No. Rows 1a-1c regarding Form 1096, Form W-2G, and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, description, and Yes/No response. Includes questions 2a through 16 regarding employee reporting, tax returns, unrelated business income, foreign accounts, prohibited transactions, and charitable contributions.

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI [X]

Section A. Governing Body and Management

Table with 5 columns: Question, Line Number, Yes, No. Rows include: 1a Enter the number of voting members... 15; 1b Enter the number of voting members included in line 1a... 15; 2 Did any officer, director, trustee, or key employee have a family relationship...; 3 Did the organization delegate control over management duties...; 4 Did the organization make any significant changes to its governing documents...; 5 Did the organization become aware during the year of a significant diversion of the organization's assets...; 6 Did the organization have members or stockholders...; 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body...; 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body...; 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: a The governing body? b Each committee with authority to act on behalf of the governing body?; 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 5 columns: Question, Line Number, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates?; 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?; 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?; 11b Describe in Schedule O the process, if any, used by the organization to review this Form 990.; 12a Did the organization have a written conflict of interest policy? If "No," go to line 13; 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?; 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done; 13 Did the organization have a written whistleblower policy?; 14 Did the organization have a written document retention and destruction policy?; 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision? a The organization's CEO, Executive Director, or top management official; b Other officers or key employees of the organization; 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?; 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed Oklahoma
18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records
Nicole Kraisky (405) 321-9600, 101 E Main Street, Norman, OK 73069

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Vicki Worster President	1.00	X		X				0	0	0
(2) Shannon Roth Vice President	1.00	X		X				0	0	0
(3) Matt Robinson Treasurer	1.00	X		X				0	0	0
(4) Beth Muckala Secretary	1.00	X		X				0	0	0
(5) Mark Ledbetter Past President	1.00	X		X				0	0	0
(6) Miranda Beatty Director	1.00	X						0	0	0
(7) Megan Benn Director	1.00	X						0	0	0
(8) Lindsey Hawkins Director	1.00	X						0	0	0
(9) Karen McIntosh-Telford Director	1.00	X						0	0	0
(10) Ashley Murphy Director	1.00	X						0	0	0
(11) Meg Newville Director	1.00	X						0	0	0
(12) LeAnne Pence Director	1.00	X						0	0	0
(13) Beth Pepper Director	1.00	X						0	0	0
(14) Jennifer Vice Director	1.00	X						0	0	0

**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) Amanda Ward Director	1.00	X					0	0	0	
(16) Jennifer Baker Executive Director	40.00				X		49,600	0	0	
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
<b>1b Subtotal</b>										
<b>c Total from continuation sheets to Part VII, Section A</b>										
<b>d Total (add lines 1b and 1c)</b>							49,600	0	0	

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **0**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

**Section B. Independent Contractors**

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **0**

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns . . . . .	1a				
	b	Membership dues . . . . .	1b				
	c	Fundraising events . . . . .	1c	103,993			
	d	Related organizations . . . . .	1d				
	e	Government grants (contributions) . . . . .	1e				
	f	All other contributions, gifts, grants, and similar amounts not included above . . . . .	1f	204,469			
	g	Noncash contributions included in lines 1a-1f . . . . .	1g	\$			
	h	<b>Total.</b> Add lines 1a-1f . . . . . ▶		308,462			
Program Service Revenue			Business Code				
	2a	<b>Production Revenue</b>	711110	112,656	112,656		
	b	<b>Studio Revenue</b>	711110	450,166	450,166		
	c	<b>Advertising</b>	711110	5,788		5,788	
	d						
	e						
	f	All other program service revenue . . . . .	711110	15,396	15,396		
g	<b>Total.</b> Add lines 2a-2f . . . . . ▶		584,006				
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts) . . . . . ▶		2,698	2,698		
	4	Income from investment of tax-exempt bond proceeds . . . . . ▶					
	5	Royalties . . . . . ▶					
	6a	Gross rents . . . . .	(i) Real				
			(ii) Personal				
			6a	29,327			
			6b	5,440			
	c	Rental income or (loss) . . . . .	6c	23,887			
	d	Net rental income or (loss) . . . . . ▶		23,887	23,887		
	7a	Gross amount from sales of assets other than inventory . . . . .	(i) Securities				
			(ii) Other				
			7a				
			7b				
	c	Gain or (loss) . . . . .	7c				
d	Net gain or (loss) . . . . . ▶						
8a	Gross income from fundraising events (not including \$ <u>103,993</u> of contributions reported on line 1c). See Part IV, line 18 . . . . .	8a					
b	Less: direct expenses . . . . .	8b					
c	Net income or (loss) from fundraising events . . . . . ▶						
9a	Gross income from gaming activities. See Part IV, line 19 . . . . .	9a					
b	Less: direct expenses . . . . .	9b					
c	Net income or (loss) from gaming activities . . . . . ▶						
10a	Gross sales of inventory, less returns and allowances . . . . .	10a					
b	Less: cost of goods sold . . . . .	10b					
c	Net income or (loss) from sales of inventory . . . . . ▶						
Miscellaneous Revenue			Business Code				
	11a	<b>Other Revenues</b>	900099	932	932		
	b	<b>Miscellaneous Income</b>	900099	2,653	2,653		
	c						
	d	All other revenue . . . . .					
e	<b>Total.</b> Add lines 11a-11d . . . . . ▶		3,585				
12	<b>Total revenue.</b> See instructions . . . . . ▶		922,638	608,388	5,788		

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1	Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 . . . .				
2	Grants and other assistance to domestic individuals. See Part IV, line 22 . . . . .				
3	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 . . . . .				
4	Benefits paid to or for members . . . . .				
5	Compensation of current officers, directors, trustees, and key employees . . . . .	49,600		49,600	
6	Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .				
7	Other salaries and wages . . . . .	175,025		175,025	
8	Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) . . . . .				
9	Other employee benefits . . . . .	21,961		21,961	
10	Payroll taxes . . . . .	17,511		17,511	
11	Fees for services (nonemployees):				
a	Management . . . . .				
b	Legal . . . . .				
c	Accounting . . . . .	7,250		7,250	
d	Lobbying . . . . .				
e	Professional fundraising services. See Part IV, line 17 . . . . .				
f	Investment management fees . . . . .				
g	Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.) . . . . .				
12	Advertising and promotion . . . . .	41,182		41,182	
13	Office expenses . . . . .	7,174		7,174	
14	Information technology . . . . .				
15	Royalties . . . . .				
16	Occupancy . . . . .	22,784		22,784	
17	Travel . . . . .				
18	Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .				
19	Conferences, conventions, and meetings . . . . .	598		598	
20	Interest . . . . .	55,130		55,130	
21	Payments to affiliates . . . . .				
22	Depreciation, depletion, and amortization . . . . .	61,000		61,000	
23	Insurance . . . . .	24,446		24,446	
24	Other expenses. Itemize expenses not covered above (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a	<u>Production Cost</u>	63,456	63,456		
b	<u>Studio Cost</u>	257,357	257,357		
c	<u>Fund Raising Expense</u>	59,190	59,190		
d	<u>Community Outreach</u>	590		590	
e	All other expenses	55,282		55,282	
25	<b>Total functional expenses.</b> Add lines 1 through 24e . . . .	919,536	380,003	539,533	0
26	<b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720) . . . . .				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A)		(B)
		Beginning of year		End of year
<b>Assets</b>	<b>1</b> Cash - non-interest-bearing	179,606	1	263,530
	<b>2</b> Savings and temporary cash investments		2	
	<b>3</b> Pledges and grants receivable, net		3	
	<b>4</b> Accounts receivable, net	11,256	4	15,233
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	<b>7</b> Notes and loans receivable, net		7	
	<b>8</b> Inventories for sale or use	200	8	200
	<b>9</b> Prepaid expenses and deferred charges	117,943	9	101,808
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	<b>10a</b> 2,318,559		
	<b>b</b> Less: accumulated depreciation	<b>10b</b> 618,614	1,662,107	<b>10c</b> 1,699,945
	<b>11</b> Investments - publicly traded securities		11	
	<b>12</b> Investments - other securities. See Part IV, line 11		12	
	<b>13</b> Investments - program-related. See Part IV, line 11		13	
	<b>14</b> Intangible assets		14	
	<b>15</b> Other assets. See Part IV, line 11	2,164	15	2,164
<b>16</b> <b>Total assets.</b> Add lines 1 through 15 (must equal line 33)	1,973,276	16	2,082,880	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses	29,816	17	19,883
	<b>18</b> Grants payable		18	
	<b>19</b> Deferred revenue		19	
	<b>20</b> Tax-exempt bond liabilities		20	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	<b>23</b> Secured mortgages and notes payable to unrelated third parties	1,295,400	23	1,389,187
	<b>24</b> Unsecured notes and loans payable to unrelated third parties		24	46,600
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	23,834	25	(118)
	<b>26</b> <b>Total liabilities.</b> Add lines 17 through 25	1,349,050	26	1,455,552
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions		27	
	<b>28</b> Net assets with donor restrictions		28	
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds		29	
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund		30	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds	624,226	31	627,328
	<b>32</b> <b>Total net assets or fund balances</b>	624,226	32	627,328
<b>33</b> <b>Total liabilities and net assets/fund balances</b>	1,973,276	33	2,082,880	



**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	922,638
2	Total expenses (must equal Part IX, column (A), line 25)	2	919,536
3	Revenue less expenses. Subtract line 2 from line 1	3	3,102
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	624,226
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	627,328

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? ..... If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? ..... If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? ..... If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? .....		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits .....		

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0

**2019**

Item 1.

**Open to Public Inspection**

Name of the organization

Sooner Theatre of Norman Inc

Employer identification number

51-0196629

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2  A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . .
  - g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
<b>Total</b>						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Table with 7 columns: Calendar year (or fiscal year beginning in), (a) 2015, (b) 2016, (c) 2017, (d) 2018, (e) 2019, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Tax revenues levied for the organization's benefit; 3 The value of services or facilities furnished by a governmental unit; 4 Total. Add lines 1 through 3; 5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f); 6 Public support. Subtract line 5 from line 4.

Section B. Total Support

Table with 7 columns: Calendar year (or fiscal year beginning in), (a) 2015, (b) 2016, (c) 2017, (d) 2018, (e) 2019, (f) Total. Rows include: 7 Amounts from line 4; 8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources; 9 Net income from unrelated business activities, whether or not the business is regularly carried on; 10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.); 11 Total support. Add lines 7 through 10; 12 Gross receipts from related activities, etc. (see instructions); 13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.

Section C. Computation of Public Support Percentage

Table with 3 columns: Line number, Description, and Percentage. Rows include: 14 Public support percentage for 2019 (line 6, column (f) divided by line 11, column (f)) 99.47%; 15 Public support percentage from 2018 Schedule A, Part II, line 14 93.46%; 16a 33 1/3% support test - 2019. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization; 16b 33 1/3% support test - 2018. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization; 17a 10%-facts-and-circumstances test - 2019. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization; 17b 10%-facts-and-circumstances test - 2018. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization; 18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions.

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Table with 7 columns: (a) 2015, (b) 2016, (c) 2017, (d) 2018, (e) 2019, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Gross receipts from admissions, merchandise sold or services performed; 3 Gross receipts from activities that are not an unrelated trade or business; 4 Tax revenues levied for the organization's benefit; 5 The value of services or facilities furnished by a governmental unit; 6 Total. Add lines 1 through 5; 7a Amounts included on lines 1, 2, and 3 received from disqualified persons; 7b Amounts included on lines 2 and 3 received from other than disqualified persons; 7c Add lines 7a and 7b; 8 Public support. (Subtract line 7c from line 6.)

Section B. Total Support

Table with 7 columns: (a) 2015, (b) 2016, (c) 2017, (d) 2018, (e) 2019, (f) Total. Rows include: 9 Amounts from line 6; 10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources; 10b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975; 10c Add lines 10a and 10b; 11 Net income from unrelated business activities not included in line 10b; 12 Other income. Do not include gain or loss from the sale of capital assets; 13 Total support. (Add lines 9, 10c, 11, and 12.)

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

Table with 3 columns: Description, Value, Percentage. Row 15: Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)) - 15 - %; Row 16: Public support percentage from 2018 Schedule A, Part III, line 15 - 16 - %

Section D. Computation of Investment Income Percentage

Table with 3 columns: Description, Value, Percentage. Row 17: Investment income percentage for 2019 (line 10c, column (f), divided by line 13, column (f)) - 17 - %; Row 18: Investment income percentage from 2018 Schedule A, Part III, line 17 - 18 - %

19a 33 1/3% support tests - 2019. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2018. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b <b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c <b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations** (continued)

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b> A family member of a person described in (a) above?		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in <b>Part VI</b> .		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a government entity (see instructions).		
<b>2</b> Activities Test. Answer (a) and (b) below.		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	Yes	No
<b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in <b>Part VI</b> .		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	
Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	
Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**Part V** Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 <b>Total annual distributions.</b> Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2019 from Section C, line 6	
10 Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2019	(iii) Distributable Amount for 2019
1 Distributable amount for 2019 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2019 (reasonable cause required - explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2019			
a From 2014 . . . . .			
b From 2015 . . . . .			
c From 2016 . . . . .			
d From 2017 . . . . .			
e From 2018 . . . . .			
f <b>Total</b> of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2019 distributable amount			
i Carryover from 2014 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2019 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2019 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2019, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6 Remaining underdistributions for 2019. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7 <b>Excess distributions carryover to 2020.</b> Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2015 . . . .			
b Excess from 2016 . . . .			
c Excess from 2017 . . . .			
d Excess from 2018 . . . .			
e Excess from 2019 . . . .			





SCHEDULE D (Form 990)

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047 Item 1.

2019

Open to Public Inspection

Department of the Treasury Internal Revenue Service

Name of the organization

Sooner Theatre of Norman Inc

Employer identification number

51-0196629

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows include: 1 Total number at end of year, 2 Aggregate value of contributions to (during year), 3 Aggregate value of grants from (during year), 4 Aggregate value at end of year, 5 Did the organization inform all donors...?, 6 Did the organization inform all grantees...?

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Table with 2 columns: Held at the End of the Tax Year. Rows include: 1 Purpose(s) of conservation easements held by the organization, 2 Complete lines 2a through 2d if the organization held a qualified conservation contribution, 3 Number of conservation easements modified, transferred, released, extinguished, or terminated, 4 Number of states where property subject to conservation easement is located, 5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?, 6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?, 9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Table with 2 columns: Revenue, Assets. Rows include: 1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII the text of the footnote to its financial statements that describes these items. 1b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items: (i) Revenue included on Form 990, Part VIII, line 1, (ii) Assets included in Form 990, Part X. 2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items: a Revenue included on Form 990, Part VIII, line 1, b Assets included in Form 990, Part X.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
a Public exhibition
b Scholarly research
c Preservation for future generations
d Loan or exchange programs
e Other
4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?

Part IV Escrow and Custodial Arrangements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?
b If "Yes," explain the arrangement in Part XIII and complete the following table:
c Beginning balance
d Additions during the year
e Distributions during the year
f Ending balance
2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?
b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds.

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

Table with 6 columns: (a) Current year, (b) Prior year, (c) Two years back, (d) Three years back, (e) Four years back. Rows include: 1a Beginning of year balance, b Contributions, c Net investment earnings, gains, and losses, d Grants or scholarships, e Other expenditures for facilities and programs, f Administrative expenses, g End of year balance.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment %
b Permanent endowment %
c Term endowment %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) Unrelated organizations
(ii) Related organizations

Table with 2 columns: Yes, No. Rows: 3a(i), 3a(ii), 3b

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Table with 5 columns: (a) Cost or other basis (investment), (b) Cost or other basis (other), (c) Accumulated depreciation, (d) Book value. Rows include: 1a Land, b Buildings, c Leasehold improvements, d Equipment, e Other, Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) Community Foundation Deposit	2,164
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.)	2,164

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) Payroll Liabilities	4,064
(3) Sales Tax Payable	1,978
(4) Gift Certificates Payable	470
(5) Direct Deposit Liability	(6,630)
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.)	(118)

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII



**SCHEDULE G  
(Form 990 or 990-EZ)**

**Supplemental Information Regarding Fundraising or Gaming Activities**

OMB No. 1545-004 Item 1.

Department of the Treasury  
Internal Revenue Service

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.  
▶ Attach to Form 990 or Form 990-EZ.

**2019**

**Open to Public Inspection**

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Name of the organization

Employer identification number

Sooner Theatre of Norman Inc

51-0196629

**Part I Fundraising Activities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 17.  
Form 990-EZ filers are not required to complete this part.

- 1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.
- a  Mail solicitations
  - b  Internet and email solicitations
  - c  Phone solicitations
  - d  In-person solicitations
  - e  Solicitation of non-government grants
  - f  Solicitation of government grants
  - g  Special fundraising events
- 2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services?  Yes  No
- b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

	(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
			Yes	No			
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
<b>Total</b> .....							

- 3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

**Part II**

**Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1 <u>Murder Myste</u> (event type)	(b) Event #2 <u>Heartland</u> (event type)	(c) Other events <u>5</u> (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1 Gross receipts . . . . .	42,677	35,072	26,244	103,993
	2 Less: Contributions . . . . .				
	3 Gross income (line 1 minus line 2) . . . . .	42,677	35,072	26,244	103,993
Direct Expenses	4 Cash prizes . . . . .				
	5 Noncash prizes . . . . .				
	6 Rent/facility costs . . . . .				
	7 Food and beverages . . . . .				
	8 Entertainment . . . . .				
	9 Other direct expenses . . . . .				
	10 Direct expense summary. Add lines 4 through 9 in column (d) . . . . . ▶				
11 Net income summary. Subtract line 10 from line 3, column (d) . . . . . ▶				103,993	

**Part III**

**Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue . . . . .				
Direct Expenses	2 Cash prizes . . . . .				
	3 Noncash prizes . . . . .				
	4 Rent/facility costs . . . . .				
	5 Other direct expenses . . . . .				
	6 Volunteer labor . . . . .	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
	7 Direct expense summary. Add lines 2 through 5 in column (d) . . . . . ▶				
	8 Net gaming income summary. Subtract line 7 from line 1, column (d) . . . . . ▶				

- 9 Enter the state(s) in which the organization conducts gaming activities: \_\_\_\_\_
- a Is the organization licensed to conduct gaming activities in each of these states? . . . . .  Yes  No
- b If "No," explain: \_\_\_\_\_
- 10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? . . . . .  Yes  No
- b If "Yes," explain: \_\_\_\_\_

**SCHEDULE O**  
(Form 990 or 990-EZ)

Department of the Treasury  
Internal Revenue Service  
Name of the organization

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.  
▶ Attach to Form 990 or 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-004

Item 1.

**2019**

**Open to Public  
Inspection**

Sooner Theatre of Norman Inc

Employer identification number  
51-0196629

**01. Members or stockholder classes and rights (Part VI, line 6)**

The organization is an Oklahoma Not-For-Profit corporation.

**02. Form 990 governing body review (Part VI, line 11)**

Form 990 is made available to the board members before it is filed.

**03. Conflict of interest policy compliance (Part VI, line 12c)**

A conflict of interest policy is part of the by-laws. The board monitors for potential conflicts of interest.

**04. CEO, executive director, top management comp (Part VI, line 15a)**

The board determines the compensation for the Executive Director.

**05. Other officer or key employee compensation (Part VI, line 15b)**

The board determines the compensation to all employees.

**06. Governing documents, etc, available to public (Part VI, line 19)**

All public documents are made available upon request.



# Oklahoma Return of Organization Exempt from Income Tax

Form 512E  
2019



## Section 501(c) of the Internal Revenue Code

<b>PART 1</b>	For the year January 1 - December 31, 2019, or other taxable year beginning: <input type="text" value="07-01"/> , 2019 ending: <input type="text" value="06-30"/> , 2020	Place an 'X' if:
		(1) <input type="checkbox"/> Initial return (2) <input type="checkbox"/> Final return (3) <input type="checkbox"/> Amended return (See Schedule 512E-X on page 2)

Name of Organization <b>Sooner Theatre of Norman, Inc.</b>	Federal Employer Identification Number <b>51-0196629</b>
Address (number and street) <b>101 E Main Street</b>	Date Qualified for Tax Exempt Status <b>1976</b>
City, State or Province, Country and ZIP or Foreign Postal Code <b>Norman, OK 73069</b>	<b>OFFICE USE ONLY</b>

### PART 2: STATEMENT OF UNRELATED BUSINESS TAXABLE INCOME (Please read instructions on pages 2-3)

	Total Federal	Allocable Oklahoma
A Total unrelated trade or business income - applicable Federal Form(s) 990	0	0
B Total unrelated trade or business deductions - applicable Fed. Form(s) 990	0	0
C Unrelated business taxable income - Enter here and on line 1 below	0	0

INCOME SUBJECT TO TAX		
1	Unrelated business taxable income - from statement above (allocable to Oklahoma) .....	0.00
2	Other net income - enclose schedule.....	.00
3	Oklahoma Capital Gain deduction (provide Form 561-C) .....	.00
4	Oklahoma taxable income (total of lines 1, 2 and 3).....	0.00

TAX COMPUTATION		
5	Tax at 6% of line 4. If Trust - See Rate Schedule on page 2 and place an '1' in the box. If recapturing the Oklahoma Affordable Housing Tax Credit, add the recaptured credit here and enter a '2' in the box. If making an Okla. installment payment pursuant to IRC Sec. 965(h) and 68 O.S. Sec. 2368(K), add the installment payment here and enter a "3" in the box.....	0.00
6	Less: Other Credits Form (total from Form 511CR) .....	.00
7	Balance of tax due (line 5 minus line 6, but not less than zero).....	.00
8	2019 Oklahoma estimated tax and extension payments and prior year carryforward.....	.00
9	Oklahoma withholding (enclose Form 1099, Form 500A, Form 500B or other withholding statement).....	.00
10	Amount paid with original return and amount paid after it was filed (amended return only).....	.00
11	Any refunds or overpayment applied (amended return only).....	( ) .00
12	Total of lines 8 through 11.....	.00
13	Overpayment (if line 12 is larger than line 7 enter amount overpaid) .....	.00
14	Amount of line 13 to be credited to 2020 estimated tax (original return only) .....	0.00

15	Donations from your refund..... <input type="checkbox"/> \$2 <input type="checkbox"/> \$5 <input type="checkbox"/> \$.....	.00
16	Add lines 14 and 15 and enter amount.....	.00
17	Amount to be refunded to you (line 13 minus line 16)..... <b>Refund</b> ..	.00

**Direct Deposit Note:** → All refunds must be by direct deposit. See Direct Deposit Information on page 4 for details.

Is this refund going to or through an account that is located outside of the United States?  Yes  No

Deposit my refund in my:  checking account  savings account

Routing Number:  Account Number:

18	Tax Due (if line 7 is larger than line 12 enter tax due) .....	<b>Tax Due</b> ..	.00
19	(a) Donation: Support the Oklahoma General Revenue Fund (For information regarding this fund, see page 3, #3) 19a		.00
	(b) Donation: Public School Classroom Support Fund (For information regarding this fund, see page 3, #8)..... 19b		.00
20	For delinquent payment, add penalty of 5% plus interest at 1.25% per month .....		.00
21	Underpayment of estimated tax interest .....	Annualized <input type="checkbox"/> ..	.00
22	Total tax, penalty and interest due - Add lines 18-21; pay in full with return..... <b>Balance Due</b> ..		.00

Under penalty of perjury, I declare the information contained in this document, attachments and schedules are true and correct to the best of my knowledge and belief.

Signature of Officer or Trustee <b>JENNIFER BAKER</b>	Date	Check this box if the Oklahoma Tax Commission may discuss this return with your tax preparer. <input checked="" type="checkbox"/>	Signature of Preparer <i>Beth M. Pepper</i>	Date <b>5-13-21</b>
Title <b>EXECUTIVE DIRECTOR</b>	Phone Number <b>(405) 321-9600</b>		Printed Name of Preparer <b>Beth M Pepper, CPA</b>	Preparer's PTIN: <b>P00891598</b>

The Oklahoma Tax Commission is not required to give actual notice to taxpayers of changes in any state tax law.

Item 1.



With Aging Services Inc. for the Operation of the Kiwanis Cruiser Transportation Program for Senior Adults and Adults with Disabilities

### **FY22 ANNUAL REPORT as of 01/31/2022**

Aging Services Inc./ASI appreciates the support from the City of Norman for the operation of the Kiwanis Cruiser Transportation Program for senior adults and adults with disabilities. For many years, the support from the City of Norman which covers gasoline and repair expenses has been an integral component of the ASI transportation program.

Aging Services Inc. tracks the number of one way rides and the number of unduplicated individuals served by the Kiwanis Cruiser Transportation Program. ASI then tracks the number of senior adults served separately from the number of individuals with disabilities who are provided rides by this service.

- From 07/01/21 through 12/31/21 (**FY22 Year-to Date**), the Kiwanis Cruiser provided a total of **837 one way rides to a pool of 426 senior adults and 0 adults with disabilities.**
- From 07/01/20 through 6/30/21 (**FY21 Year End**), the Kiwanis Cruiser provided a total of **1,052 one way rides to a pool of 426 senior adults and 1 adults with disabilities.**
- From 07/01/19 through 06/30/19 (**FY19 Year End**), the Kiwanis Cruiser provided a total of **2,002 one-way rides to a pool from 997 senior adults and 27 adults with disabilities.**

The arrival of the pandemic has caused our transportation numbers to be a lot lower especially during the first 6 months of this year. People are still riding but our Covid -19 protocol states we can only use every other seat on the bus. Seniors are also staying home to be safe. There are more opportunities to have meal delivery and medical appointments in-home instead of in-office so a ride at this time

A 2007 Star craft Allstar bus was used to provide these services. The bus was acquired through the federally funded 5310 program which was administered by OKDHS. The program is now administered by OODOT's Office of Mobility and Public Transit Division. Aging

Services, Inc. filled out an application for a new 12-passenger vehicle under the Federal Transit Administration Section 5310 program on September 23, 2020. On January 19, 2021, ASI received a letter that they have been approved for this vehicle and that the Transit Division of ODOT was in the process of programming the funds and will be sending out agreements in the coming weeks. In a conversation with Creative Bus Sales on Friday, January 28, 2022, I learned that we probably would not be receiving our bus unless we could come up with \$32,168 more. This price hike is because of the inability to get as many chassis from Ford, and the rising cost of everything. When we receive our new 5310 vehicle, we will of course let the City of Norman know. Hopefully, this new vehicle will be much more energy efficient and need very little repair, if any.

The federal Transit Administration has been sending us PPE to install in our old bus. We have plastic sheeting around the bus driver, as well as an installed air infiltration system, masks, gloves, and sanitizers. The new vehicle will come equipped with all of these PPE items installed. The 2007 Starcraft Allstar will be kept to start a new ASI rural bus route.

The Norman Chapter of the Kiwanis Club has provided not only a monthly stipend to support this service; but has provided the match the funds for the new 5310 bus and the new vehicle will also become the Kiwanis Cruiser. The new vehicle will carry twelve passengers and is equipped with a wheelchair lift. The Kiwanis Cruiser vehicle has been driven a total of **4,420 miles** to provide this service as of 12/31/21.

The Kiwanis Cruiser is available to provide rides to all persons age 60 and over and adults with disabilities at least 18 years of age. Rides are provided on a first come, first served basis Monday through Friday from 8:30am until 4:00 pm. Rides for medical appointments may be reserved one week in advance. All other rides can be scheduled two days in advance. There is no fixed route and the service is provided on a demand response system. The service perimeters are as follows:

- North to Tecumseh Road
- South to Cedar Lane
- East to 36<sup>th</sup> Street
- West to 48<sup>th</sup> Street

Aging Services, Inc. is going to be looking at new service perimeters this year. We make regular runs to the Norman Regional Health Complex. Because of this we are now covering more miles than we previously did. As Norman grows, we want to make sure that our service perimeters change with that growth. Once the new service perimeters are set, the City of Norman will be notified.

To make an appointment for a ride, riders call the ASI office. Riders are asked to provide their name, address, phone number and the address of their destination to book their reservation. Wednesdays are reserved for Wal-Mart shopping only. Individuals from all over the service area as well as groups from apartment complexes such as Senior Cottages, Savannah House–East, Savannah House-West, Rose Rock Villa and Northcliff Gardens utilize this service.

Areawide Aging Agency is the primary funder of our transportation program via an Older Americans Act/Title III Grant. Aging Services Inc. has been awarded this grant for over 40 years. **For FY22, the budget for the transportation program is \$52,142.00 and at this time, it is hoped that the award for FY23 will remain at approximately the same level of funding. The transportation program is also supported by the Kiwanis Club of Norman who has been providing a \$200 per month donation to the ASI program.** Rider donations also help to fund the program. Rides are provided on a donation basis with a suggested donation for a one-way ride of \$1.25. No one is denied a ride whether or not a donation is made because it is a stipulation of the Older Americans Act/Title III grant. During the first six months of this fiscal year, the Kiwanis Club and the Kruiser riders donated a total of **\$1,981.41** for the rides that were provided. These donations covered **4%** of the cost to operate this service during FY21 year-to-date. It should be noted that the overwhelming majority of Kiwanis Kruiser riders are living on a fixed income and at least 65% of riders are at or below the federal poverty guidelines given their monthly income level.

ASI provided Kiwanis Kruiser riders with a Satisfaction Survey in April of 2020. The majority of the riders who responded to the survey questions reported the following:

- Most riders are females who still live in their own home.
- Most riders are at least 60 years of age or older.

- Most riders feel the Kiwanis Cruiser Transportation Service is very important.
- Most riders stated that the driver was polite and helpful.
- Most riders stated that the service helps them get out of the house more often and enhances their ability to continue to live independently and less lonely lives.
- Most riders felt that the service was excellent.
- The most frequently requested rides were for medical appointments and grocery shopping opportunities.

ASI holds a contract with OK Department of Human Services to provide ADvantage Case Management Services. ASI also holds a contract to provide ADvantage Meals in Cleveland County. Income from these contracts is used to make up the difference between the budget and actual expenses, but these funds are also needed to help with expenses of other programs and services provided. Therefore, the Aging Services Inc. Board of Directors has been working to develop new fund raising efforts to help fund our much needed programs and services for senior adults in our community. Currently, the Board of Directors is conducting a year end fund raising campaign to benefit our programs and services. Aging Services held an on-line auction this year in December along with our Annual Fund Drive. We have raised \$4,285 to date. We continue to explore other fund raising ideas that will begin in 2022.

We have been incredibly thankful for the contract that we have had with the City of Norman this year. They have fixed so much on our "carry over" vehicle that it almost is like a new vehicle. **Aging Services Inc. respectfully requests consideration of a continuation of this contract at the rate not to exceed \$14,500 for FY22/23. It is hoped that the City will find that the service is of great enough importance to continue the funding to cover our gasoline and normal repair expenses. Aging Services Inc. appreciates the support of the City of Norman in this endeavor.**

Respectfully submitted,

Tammy C. Vaughn  
Executive Director

**Aging Services, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>4 · Contributed support - Main Acct</b>				
4010 · Participant Contributions	69,492.34	73,105.56	-3,613.22	95.1%
<b>4230 · Local Grants - Main Acct</b>				
4346 · City of Norman-SVSC	4,598.28			
4345 · City of Norman CDBG-Covid Fun...	5,000.00			
4238 · EFSP/Norman New Meals	0.00	18,900.00	-18,900.00	0.0%
4237 · Emergency Food and Shelter Gran	36,100.00	31,500.00	4,600.00	114.6%
4242 · OEC Operation Round Up	10,000.00	10,000.00	0.00	100.0%
4241 · United Way Covid Funds	5,000.00			
4240 · City of Moore Cares Grant	29,153.65			
4231 · City of Moore CDBG	15,000.00	49,154.00	-34,154.00	30.5%
4232 · United Way Housekeeping	20,000.00	25,000.00	-5,000.00	80.0%
4236 · Misc. Small Grants	1,963.31			
4230 · Local Grants - Main Acct - Other	3,500.00			
<b>Total 4230 · Local Grants - Main Acct</b>	<b>130,315.24</b>	<b>134,554.00</b>	<b>-4,238.76</b>	<b>96.8%</b>
<b>4330 · Local Donations - Main Acct</b>				
4344 · On Line Auction	1,662.08			
4338 · PayPal-Website Donations	450.31			
4331 · Annual Fund Drive-Unrestricted	3,246.30	3,422.00	-175.70	94.9%
4332 · Misc. Small Donations	3,244.07			
4334 · Memorial Donations	530.00			
4335 · Kiwanis Club	3,800.00	2,400.00	1,400.00	158.3%
4336 · Christmas Donations	1,250.00			
<b>Total 4330 · Local Donations - Main Acct</b>	<b>14,182.76</b>	<b>5,822.00</b>	<b>8,360.76</b>	<b>243.6%</b>
<b>Total 4 · Contributed support - Main Acct</b>	<b>213,990.34</b>	<b>213,481.56</b>	<b>508.78</b>	<b>100.2%</b>
<b>5 · Earned revenues - Main Acct</b>				
<b>5010 · AAA Grants Main Account</b>				
5010.1 · AAA Grants	1,201,826.77	1,371,210.00	-169,383.23	87.6%
<b>Total 5010 · AAA Grants Main Account</b>	<b>1,201,826.77</b>	<b>1,371,210.00</b>	<b>-169,383.23</b>	<b>87.6%</b>
<b>5020 · Medicaid - Health Care Ath-Main</b>				
5030 · ADV Meals	137,690.40	130,610.00	7,080.40	105.4%
5040 · ADV Case Management	184,132.72	165,132.00	19,000.72	111.5%
<b>Total 5020 · Medicaid - Health Care Ath-M...</b>	<b>321,823.12</b>	<b>295,742.00</b>	<b>26,081.12</b>	<b>108.8%</b>

**Aging Services, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>5150 · Revenues - Main Account</b>				
5319 · Misc Income	707.29			
5318 · Realized gain on sale of stock	25,162.70			
5205 · Insurance Reimbursement	170.26			
5310 · Interest Income	52.20			
5315 · Dividends	1,276.80			
<b>Total 5150 · Revenues - Main Account</b>	<b>27,369.25</b>			
<b>Total 5 · Earned revenues - Main Acct</b>	<b>1,551,019.14</b>	<b>1,666,952.00</b>	<b>-115,932.86</b>	<b>93.0%</b>
5100 · Write off uncollected medicaid	-3,715.88			
<b>Total Income</b>	<b>1,761,293.60</b>	<b>1,880,433.56</b>	<b>-119,139.96</b>	<b>93.7%</b>
<b>Gross Profit</b>	<b>1,761,293.60</b>	<b>1,880,433.56</b>	<b>-119,139.96</b>	<b>93.7%</b>
<b>Expense</b>				
4000 · Reconciliation Discrepancies	0.01			
7220.1 · FT Hourly-Main Acct.	131,551.04	135,023.00	-3,471.96	97.4%
723521 · Hourly Overtime	1,801.78			
<b>7200 · Salaries Expenses - Main Acct</b>				
7210 · Executive Director-Hourly	41,357.61	40,553.00	804.61	102.0%
71131 · Case Manager-Salary	109,616.57	108,820.00	796.57	100.7%
71126 · Kitchen Supervisor-Hourly	26,609.26	29,660.00	-3,050.74	89.7%
71127 · Kitchen Sup-Hrly PTO	3,080.16			
7220 · Accountant III-Hourly	48,841.47	52,203.00	-3,361.53	93.6%
7220.4 · Accountant III-PTO	3,470.73			
7220.2 · PT Hourly-Main Acct.	102,760.00	145,579.00	-42,819.00	70.6%
7230 · Retirement	20,819.94	29,050.00	-8,230.06	71.7%
<b>7240 · Employee Benefit Exp - Main Acc</b>				
7220.3 · Longevity Bonus	12,347.00	12,753.00	-406.00	96.8%
7240.1 · Health Insurance	61,968.10	67,302.00	-5,333.90	92.1%
7240.3 · Unemployment Expenses	0.00	3,059.00	-3,059.00	0.0%
7240.4 · Workers Compensation	6,530.51	9,358.00	-2,827.49	69.8%
<b>Total 7240 · Employee Benefit Exp - Main ...</b>	<b>80,845.61</b>	<b>92,472.00</b>	<b>-11,626.39</b>	<b>87.4%</b>
7250 · Payroll taxes	40,310.85	40,574.00	-263.15	99.4%
<b>Total 7200 · Salaries Expenses - Main Acct</b>	<b>477,712.20</b>	<b>538,911.00</b>	<b>-61,198.80</b>	<b>88.6%</b>
<b>7500 · Other Prof Expense - Main Acct</b>				
7500.4 · Professional Fees	0.00	1,890.00	-1,890.00	0.0%
7510 · 990 Tax Return	1,400.00	1,192.00	208.00	117.4%
7520 · Audit Expense	13,454.60	10,683.00	2,771.60	125.9%
<b>Total 7500 · Other Prof Expense - Main Acct</b>	<b>14,854.60</b>	<b>13,765.00</b>	<b>1,089.60</b>	<b>107.9%</b>



**Aging Services, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>8100 · Admin Expenses - Main Acct</b>				
8112 · interest Expense	920.32			
8111 · Bank SC	341.00			
8130.1 · Cell Phones	324.05	348.00	-23.95	93.1%
8105 · Chargeback	210.33			
8570 · Employment Ads	444.50	600.00	-155.50	74.1%
8160 · Equip rental & maintenance	770.00	4,200.00	-3,430.00	18.3%
8000 · First Fidelity Bank-Interest Ex	1,685.48			
8170 · Printing & copying	5,422.89	5,749.00	-326.11	94.3%
8002 · Insurance/office/misc	2,052.55	1,733.00	319.55	118.4%
8003 · Directors and Officers Insur	1,262.97	0.00	1,262.97	100.0%
8004 · Site Liability Insurance	1,096.86	655.00	441.86	167.5%
8530 · Membership dues - organization	482.60	1,000.00	-517.40	48.3%
8110 · Office Supplies	12,768.13	8,860.00	3,908.13	144.1%
8560 · Outside computer services	1,880.00	1,482.00	398.00	126.9%
8140 · Postage, shipping, delivery	1,650.00	3,998.00	-2,348.00	41.3%
8130 · Telephone & telecommunications	5,203.88	4,479.00	724.88	116.2%
8640 · Volunteer Insurance	608.83			
<b>Total 8100 · Admin Expenses - Main Acct</b>	<b>37,124.39</b>	<b>33,104.00</b>	<b>4,020.39</b>	<b>112.1%</b>
<b>8200 · Occupancy expenses - Main Acct</b>				
8210 · Rent, Utilities	29,818.14	26,616.00	3,202.14	112.0%
8240 · Pest Control	550.00	648.00	-98.00	84.9%
<b>Total 8200 · Occupancy expenses - Main Acct</b>	<b>30,368.14</b>	<b>27,264.00</b>	<b>3,104.14</b>	<b>111.4%</b>
<b>8300 · Travel &amp; Meet Exp - Main Acct</b>				
8310 · Travel - Admin Staff	1,628.31	2,391.00	-762.69	68.1%
8310.01 · Travel - Outreach	1,132.48	1,463.00	-330.52	77.4%
8310.02 · Travel - Casemanagement	380.98	2,200.00	-1,819.02	17.3%
8310.03 · Travel - Site Managers	276.07	1,262.00	-985.93	21.9%
8310.04 · Travel-Housekeeper	74.52	5,226.00	-5,151.48	1.4%
8310.1 · Food Carrier Mileage	1,898.51	2,078.97	-180.46	91.3%
8310.2 · Home Delivery Mileage	21,693.32	25,805.75	-4,112.43	84.1%
8310.3 · Travel-Respite	1,258.46	4,990.00	-3,731.54	25.2%
8320 · Conference,convention,meeting	100.00			
<b>Total 8300 · Travel &amp; Meet Exp - Main Acct</b>	<b>28,442.65</b>	<b>45,416.72</b>	<b>-16,974.07</b>	<b>62.6%</b>
<b>8400 · Client Services - Main Account</b>				
8532 · Staff Retreat	0.00			
8120 · Vehicle Operations Expense	15,322.40	22,213.00	-6,890.60	69.0%
8225 · Site Supplies	0.00			
8230 · Kitchen and Site Supplies	40,590.35	38,057.66	2,532.69	106.7%

**Agging Services, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>8410 · Senior Sup Serv. - Main Acct</b>				
8533 · Board Retreat	0.00			
8432 · Day of Caring Expenses	0.00			
8431 · GRG Conference Expenses	0.00			
8429 · Center Stage For Seniors	120.00			
8411 · Dental	32.15			
8412 · Utility Assistance	2,498.03			
8413 · Eye Exam and Glasses	255.00			
8415 · Telephone Asst.	0.00			
8417 · Vehicle Repairs	0.00			
8418 · Misc Expense	6,182.32			
8419 · Client Christmas Gifts	510.88			
8420 · Food Pantry	0.00			
8421 · Prescription Drugs	200.00			
8422 · Groceries/Supplies	79.37			
8423 · Rental Assistance	542.00			
8426 · Volunteer Appreciation	45.15			
8427 · Misc Client Expense	52.73			
8428 · Equipment	1,626.83	45,951.83	-44,325.00	3.5%
<b>Total 8410 · Senior Sup Serv. - Main Acct</b>	12,144.46	45,951.83	-33,807.37	26.4%
<b>8450 · Dietitian</b>	4,836.00	8,008.00	-3,172.00	60.4%
<b>8460 · Food Costs</b>				
8460.01 · ADV Food Cost	0.00			
8460.05 · Title III Food Cost	237,200.97	290,798.19	-53,597.22	81.6%
8460.06 · AF Food Cost	0.00			
8460 · Food Costs - Other	0.00	0.00	0.00	0.0%
<b>Total 8460 · Food Costs</b>	237,200.97	290,798.19	-53,597.22	81.6%
<b>8465 · Emergency Meals</b>	0.00	0.00	0.00	0.0%
<b>8470 · Frozen Meals</b>	191,474.54	221,819.80	-30,345.26	86.3%
<b>8490 · USDA Costs</b>	25,043.82	53,183.00	-28,139.18	47.1%
<b>Total 8400 · Client Services - Main Account</b>	526,612.54	680,031.48	-153,418.94	77.4%
<b>8401 · Respite Care</b>	190,440.20	220,660.00	-30,219.80	86.3%
<b>8402 · Respite-GRG</b>	49,000.00	49,700.00	-700.00	98.6%
<b>8850 · Depreciaton</b>	14,575.75			
<b>Total Expense</b>	1,502,483.30	1,743,875.20	-241,391.90	86.2%
<b>Net Ordinary Income</b>	258,810.30	136,558.36	122,251.94	189.5%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>5101 · Other Income</b>	1,700.00			

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Accrual Basis

**Aging Services, Inc.**  
**Profit & Loss Budget vs. Actual**  
July 2020 through June 2021

Item 1.

	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6800 · Unrealized gain (loss)				
6800 · Unrealized gain (loss) - Other	<u>-12,939.80</u>			
<b>Total 6800 · Unrealized gain (loss)</b>	<u>-12,939.80</u>			
<b>Total Other Income</b>	<u>-11,239.80</u>			
<b>Net Other Income</b>	<u>-11,239.80</u>			
<b>Net Income</b>	<u><b>247,570.50</b></u>	<u><b>136,558.36</b></u>	<u><b>111,012.14</b></u>	<u><b>181.3%</b></u>

**Aging Services, Inc.**  
**Profit & Loss**  
 July 2020 through June 2021

	Jul '20 - Jun 21
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4 · Contributed support - Main Acct	
4010 · Participant Contributions	69,492.34
4230 · Local Grants - Main Acct	
4346 · City of Norman-SVSC	4,598.28
4345 · City of Norman CDBG-Covid Funds	5,000.00
4237 · Emergency Food and Shelter Gran	36,100.00
4242 · OEC Operation Round Up	10,000.00
4241 · United Way Covid Funds	5,000.00
4240 · City of Moore Cares Grant	29,153.65
4231 · City of Moore CDBG	15,000.00
4232 · United Way Housekeeping	20,000.00
4236 · Misc. Small Grants	1,963.31
4230 · Local Grants - Main Acct - Other	3,500.00
<b>Total 4230 · Local Grants - Main Acct</b>	<b>130,315.24</b>
4330 · Local Donations - Main Acct	
4344 · On Line Auction	1,662.08
4338 · PayPal-Website Donations	450.31
4331 · Annual Fund Drive-Unrestricted	3,246.30
4332 · Misc. Small Donations	3,244.07
4334 · Memorial Donations	530.00
4335 · Kiwanis Club	3,800.00
4336 · Christmas Donations	1,250.00
<b>Total 4330 · Local Donations - Main Acct</b>	<b>14,182.76</b>
<b>Total 4 · Contributed support - Main Acct</b>	<b>213,990.34</b>
5 · Earned revenues - Main Acct	
5010 · AAA Grants Main Account	
5010.1 · AAA Grants	1,201,826.77
<b>Total 5010 · AAA Grants Main Account</b>	<b>1,201,826.77</b>
5020 · Medicaid - Health Care Ath-Main	
5030 · ADV Meals	137,690.40
5040 · ADV Case Management	184,132.72
<b>Total 5020 · Medicaid - Health Care Ath-Main</b>	<b>321,823.12</b>
5150 · Revenues - Main Account	
5319 · Misc Income	707.29
5318 · Realized gain on sale of stock	25,162.70
5205 · Insurance Reimbursement	170.26
5310 · Interest Income	52.20
5315 · Dividends	1,276.80
<b>Total 5150 · Revenues - Main Account</b>	<b>27,369.25</b>
<b>Total 5 · Earned revenues - Main Acct</b>	<b>1,551,019.14</b>
5100 · Write off uncollected medicaid	-3,715.88
<b>Total Income</b>	<b>1,761,293.60</b>
<b>Gross Profit</b>	<b>1,761,293.60</b>
<b>Expense</b>	
4000 · Reconciliation Discrepancies	0.01
7220.1 · FT Hourly-Main Acct.	131,551.04
723521 · Hourly Overtime	1,801.78
7200 · Salaries Expenses - Main Acct	477,712.20

**Aging Services, Inc.**  
**Profit & Loss**  
July 2020 through June 2021

	Jul '20 - Jun 21
<b>7500 · Other Prof Expense - Main Acct</b>	
7510 · 990 Tax Return	1,400.00
7520 · Audit Expense	13,454.60
<b>Total 7500 · Other Prof Expense - Main Acct</b>	14,854.60
<b>8100 · Admin Expenses - Main Acct</b>	
8112 · interest Expense	920.32
8111 · Bank SC	341.00
8130.1 · Cell Phones	324.05
8105 · Chargeback	210.33
8570 · Employment Ads	444.50
8160 · Equip rental & maintenance	770.00
8000 · First Fidelity Bank-Interest Ex	1,685.48
8170 · Printing & copying	5,422.89
8002 · Insurance/office/misc	2,052.55
8003 · Directors and Officers Insur	1,262.97
8004 · Site Liability Insurance	1,096.86
8530 · Membership dues - organization	482.60
8110 · Office Supplies	12,768.13
8560 · Outside computer services	1,880.00
8140 · Postage, shipping, delivery	1,650.00
8130 · Telephone & telecommunications	5,203.88
8640 · Volunteer Insurance	608.83
<b>Total 8100 · Admin Expenses - Main Acct</b>	37,124.39
<b>8200 · Occupancy expenses - Main Acct</b>	
8210 · Rent, Utilities	29,818.14
8240 · Pest Control	550.00
<b>Total 8200 · Occupancy expenses - Main Acct</b>	30,368.14
<b>8300 · Travel &amp; Meet Exp - Main Acct</b>	
8310 · Travel - Admin Staff	1,628.31
8310.01 · Travel - Outreach	1,132.48
8310.02 · Travel - Casemanagement	380.98
8310.03 · Travel - Site Managers	276.07
8310.04 · Travel-Housekeeper	74.52
8310.1 · Food Carrier Mileage	1,898.51
8310.2 · Home Delivery Mileage	21,693.32
8310.3 · Travel-Respite	1,258.46
8320 · Conference,convention,meeting	100.00
<b>Total 8300 · Travel &amp; Meet Exp - Main Acct</b>	28,442.65
<b>8400 · Client Services - Main Account</b>	
8532 · Staff Retreat	0.00
8120 · Vehicle Operations Expense	15,322.40
8225 · Site Supplies	0.00
8230 · Kitchen and Site Supplies	40,590.35
8410 · Senior Sup Serv. - Main Acct	
8533 · Board Retreat	0.00
8432 · Day of Caring Expenses	0.00
8431 · GRG Conference Expenses	0.00
8429 · Center Stage For Seniors	120.00
8411 · Dental	32.15
8412 · Utility Assistance	2,498.03
8413 · Eye Exam and Glasses	255.00
8415 · Telephone Asst.	0.00
8417 · Vehicle Repairs	0.00
8418 · Misc Expense	6,182.32
8419 · Client Christmas Gifts	510.88
8420 · Food Pantry	0.00
8421 · Prescription Drugs	200.00
8422 · Groceries/Supplies	79.37
8423 · Rental Assistance	542.00
8426 · Volunteer Appreciation	45.15

**Aging Services, Inc.**  
**Profit & Loss**  
July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>
8427 · Misc Client Expense	52.73
8428 · Equipment	1,626.83
<b>Total 8410 · Senior Sup Serv. - Main Acct</b>	<b>12,144.46</b>
8450 · Dietitian	4,836.00
8460 · Food Costs	
8460.01 · ADV Food Cost	0.00
8460.05 · Title III Food Cost	237,200.97
8460.06 · AF Food Cost	0.00
<b>Total 8460 · Food Costs</b>	<b>237,200.97</b>
8470 · Frozen Meals	191,474.54
8490 · USDA Costs	25,043.82
<b>Total 8400 · Client Services - Main Account</b>	<b>526,612.54</b>
8401 · Respite Care	190,440.20
8402 · Respite-GRG	49,000.00
8850 · Depreciaton	14,575.75
<b>Total Expense</b>	<b>1,502,483.30</b>
<b>Net Ordinary Income</b>	<b>258,810.30</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
5101 · Other Income	1,700.00
6800 · Unrealized gain (loss)	-12,939.80
<b>Total Other Income</b>	<b>-11,239.80</b>
<b>Net Other Income</b>	<b>-11,239.80</b>
<b>Net Income</b>	<b>247,570.50</b>



200 S. Jones Avenue, Norman, OK, 73069 | (405) 307-9320  
www.normandepot.org | office@normandepot.org

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Executive Director

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Events Coordinator

**Report to City of Norman Finance Committee – February 1, 2022**

As always, we begin with gratitude for the partnership with the City of Norman that allows us to provide community arts programming in this beautiful, historic Norman landmark. We have a vision to create community through shared artistic experiences and our space in The Depot allows us to do that.

The Depot is thrilled to continue its partnership with the City of Norman to assist in the care of Amtrak’s Heartland Flyer passenger train and to care for the Depot. We believe that the programming we provide through the stewardship of this structure on the National Registry of Historic Places not only aids the growth of Downtown Norman and supports its designation as a cultural district by the Oklahoma Arts Council, but promotes a strong and healthy community and makes Norman a great place to live and visit.

For the previous fiscal year, funds in the amount of \$5,000 were disbursed to The Depot to assist in providing services to Amtrak’s Heartland Flyer passengers. Numbers have been a bit lower since the pandemic hit, but are coming back strong. We served exactly 4,185 train passengers during the calendar year 2021, but over 820 in January of 2022. The Depot provides hospitality to train riders and other guests Monday to Friday from 8am to 9am, when the train departs. We provide a waiting space, coffee, and Amtrak information services during all our operating hours. This function is served with the assistance of extraordinary and dedicated volunteers, with all materials and supplies provided by the The Depot. In addition, our staff receives daily visitors and phone calls from potential Amtrak customers looking for travel information.

Numbers are increasing again for AMTRAK as are our costs associated with hosting passengers in person due to the cleaning and supplies required due to COVID. We appreciate this opportunity to update you on our activities as we care for this historic building and fulfill a contract on behalf of the City of Norman.

Thank you for your consideration of our funding request, and for the opportunity to continue to serve our community,

Shari Jackson  
Executive Director  
The Depot

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**USE OF CITY FUNDING (FY 20-21)**

Staffing: \$3600

Our Events Coordinators time is spent arranging and communicating with train volunteers, staffing hours, providing information for prospective train customers in person or by phone.

Supplies: \$319.47

Cleaning supplies, masks, hand sanitizer, etc, to maintain a safe environment. You will note that this amount is lower than previous years as we stopped coffee service for several months.

Printing: \$50

Printing of AMTRAK schedules for guests

Maintenance: \$2600

Weekly deep cleans.

**TOTAL: \$6569.47**

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**REQUEST FOR FISCAL YEAR 2022-2023**

AMTRAK SERVICES: \$6500.00

We request \$6500.00 to continue to fulfill the contract between the City of Norman and AMTRAK to provide services to the train customers.

FACILITY SUPPORT: \$600

Security \$600 – The Depot installed and has maintained a security/alarm system for the last 17 years. Respectfully, we ask that you consider this small request to help us maintain the security for this City-owned community treasure.

**TOTAL CASH SUPPORT REQUEST: \$5600**

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### REVENUE GENERATED TO COVER ADMINISTRATIVE COSTS

The pandemic has had a devastating impact on our ability to generate revenue by providing the space as a rental venue for social gatherings, which still remain unadvisable. Our ticketed programming was halted as well. We have been fortunate to have two extremely successful membership drives and donations have helped us maintain our financial stability. We are pleased to note that in the last few months we are seeing a rapid increase in the number of requests to rent the Depot.

RENTAL REVENUE: \$27,273 (a nearly 75% decrease from pre-pandemic numbers)

The Depot is made available to the public for rental at the following rates.

\$125/hour Friday/Saturday

\$100/hour Sunday-Thursday

Rentals are a minimum of two hours and incur an additional \$50 cleaning fee.

Rental revenue covered 15% of our administrative overhead. Commissions on art shown from our Gallery Shows covered another 15%, and the other administrative costs are covered by grants, membership, corporate and individual giving, and fundraisers.

As requested, attached you will find a year-end financial report for the most recently completed fiscal year. Please feel free to contact me with any questions you may have, or for any other information you require.

Thank you again to the City of Norman for their continued support for the Historic Santa Fe Depot. WE are very proud of the way we have responded to the pandemic during the current year, and shifted our programming, fundraising, and events to continue to maintain a healthy organization that continues to innovate to serve our community. We appreciate the partnership, and your support.

Thank you for your consideration.

<b>Outside Agency Requests</b>					
<b>Agency</b>	<b>Account Number</b>	<b>FYE 2021 Budget</b>	<b>FYE 2022 Budget</b>	<b>FYE 2022 Actual-to-date</b>	<b>FYE 2023 Request</b>
Social/Voluntary Services	10110187-44741	\$ 175,000	\$ 250,000	\$ 122,617	\$ 225,000
Veteran's Day Parade	10110101-44741	\$ 450	\$ 531	\$ 424	\$ 530
Center for Children & Families Inc.	10110101-44741	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
** Firehouse Art Center	10770281-44741	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
** Historical Museum	10770182-44741	\$ 35,000	\$ 35,000	\$ 30,870	\$ 41,500
** Sooner Theatre	10770183-44741	\$ 65,274	\$ 65,274	\$ 65,274	\$ 65,274
Aging Services Inc. - Kiwanis Kruiser	10110101-43801/02	\$ 14,500	\$ 14,500	\$ 1,728	\$ 14,500
** Performing Arts Studio (Depot)- Hostess & custodial svcs.	10110101-44741	\$ 5,000	\$ 5,600	\$ -	\$ 5,600
Norman Economic Development Council, Inc.	10110101-44765	\$ 125,000	\$ 125,000	\$ 93,750	\$ 125,000
		<b>\$ 600,224</b>	<b>\$ 675,905</b>	<b>\$ 494,663</b>	<b>\$ 657,404</b>
** City owned facility. City pays utilities and maintenance expenses.					

**SUMMARY OF MAJOR GENERAL FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	46,157,708	26,583,147	4,821,837	32,457,254	22.10%	26,208,437	23.84%
<b>Use Tax</b>	9,188,804	5,214,233	1,092,272	6,000,467	15.08%	5,057,721	18.64%
<b>Franchise Taxes/Fees</b>	6,743,093	3,761,365	456,068	4,048,364	7.63%	3,818,903	6.01%
<b>Licenses and Permits</b>	1,125,425	474,133	122,769	613,643	29.42%	650,000	-5.59%
<b>Shared (Other) Taxes</b>	2,559,900	1,493,275	303,475	1,912,862	28.10%	11,104,499	-82.77%
<b>Fines and Forfeitures</b>	1,514,396	883,398	63,136	637,932	-27.79%	857,668	-25.62%
<b>Investment/Interest Income</b>	185,711	108,331	2,384	12,538	-88.43%	38,664	-67.57%
<b>TOTAL: General Fund (Major)</b>	<b>67,475,037</b>	<b>38,517,881</b>	<b>6,861,942</b>	<b>45,683,062</b>	<b>18.60%</b>	<b>47,735,891</b>	<b>-4.30%</b>

**SUMMARY OF MAJOR CAPITAL PROJECT FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	13,960,772	8,040,288	1,467,516	9,878,295	22.86%	7,976,481	23.84%
<b>Investment/Interest Income</b>	700,000	408,333	6,560	57,026	-86.03%	348,262	-83.63%
<b>TOTAL: Capital Fund (Major)</b>	<b>14,660,772</b>	<b>8,448,621</b>	<b>1,474,075</b>	<b>9,935,320</b>	<b>17.60%</b>	<b>8,324,743</b>	<b>19.35%</b>

**SUMMARY OF MAJOR NORMAN FORWARD FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	9,892,637	5,697,368	1,048,226	7,055,925	23.85%	5,697,486	23.84%
<b>Use Tax</b>	1,552,347	880,887	182,045	1,000,078	13.53%	842,953	18.64%
<b>Investment/Interest Income</b>	15,000	8,750	7,817	63,606	626.93%	103,031	-38.27%
<b>TOTAL: Capital Fund (Major)</b>	<b>11,459,984</b>	<b>6,587,005</b>	<b>1,238,088</b>	<b>8,119,609</b>	<b>23.27%</b>	<b>6,643,471</b>	<b>22.22%</b>

**SUMMARY OF MAJOR ROOM TAX FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Hotel/Motel Room Tax</b>	1,312,500	765,625	98,484	959,678	25.35%	575,824	66.66%
<b>Investment/Interest Income</b>	2,500	1,458	132	878	-39.76%	266	230.13%
<b>TOTAL: Room Tax Fund</b>	1,315,000	767,083	98,616	960,556	25.22%	576,090	66.74%

**SUMMARY OF MAJOR WESTWOOD FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Golf Green</b>	676,789	363,140	23,430	330,431	-9.01%	339,984	-2.81%
<b>Golf Driving Range</b>	146,756	72,580	7,355	76,035	4.76%	88,176	-13.77%
<b>Golf Carts</b>	383,276	210,797	12,854	187,274	-11.16%	194,607	-3.77%
<b>Swimming Pool</b>	896,459	395,323	(2,585)	214,685	-45.69%	107,683	99.37%
<b>TOTAL: Westwood Fund (Major)</b>	2,103,280	1,041,840	41,055	808,424	-22.40%	730,451	10.67%

**SUMMARY OF MAJOR WATER FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>User Fees-Residential</b>	17,621,644	11,417,750	1,221,408	11,656,926	2.09%	11,467,170	1.65%
<b>User Fees-Commercial</b>	2,904,004	1,694,002	179,880	1,604,939	-5.26%	1,538,193	4.34%
<b>User Fees-Industrial</b>	387,933	226,294	18,966	264,001	16.66%	301,341	-12.39%
<b>User Fees-Institutional</b>	1,075,076	627,128	10,250	(373,954)	-159.63%	447,622	-183.54%
<b>Connection Fees</b>	670,000	390,833	57,335	416,156	6.48%	901,008	-53.81%
<b>Capital Improvement Charges</b>	1,393,776	813,036	153,107	1,265,391	55.64%	872,656	45.00%
<b>Investment/Interest Income</b>	120,000	70,000	8,753	72,227	3.18%	135,017	-46.51%
<b>TOTAL: Water Fund (Major)</b>	24,172,433	15,239,044	1,649,698	14,905,685	-2.19%	15,663,008	-4.84%

**SUMMARY OF MAJOR WATER RECLAMATION FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>User Fees-Residential</b>	8,388,848	4,893,495	729,603	4,966,864	1.50%	4,857,448	2.25%
<b>User Fees-Commercial</b>	1,462,010	852,839	109,688	930,579	9.12%	849,923	9.49%
<b>User Fees-Industrial</b>	180,418	105,244	9,492	136,778	29.96%	137,679	-0.65%
<b>User Fees-Institutional</b>	1,095,133	638,828	5,635	117,742	-81.57%	533,762	-77.94%
<b>Capital Improvement Charges</b>	832,483	485,615	29,968	208,884	-56.99%	521,644	-59.96%
<b>Investment/Interest Income</b>	50,000	29,167	2,449	20,339	-30.27%	51,810	-60.74%
<b>TOTAL: Water Reclamation Fund (Major)</b>	12,008,892	7,005,187	886,836	6,381,185	-8.91%	6,952,266	-8.21%

**SUMMARY OF MAJOR SEWER MAINTENANCE FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sewer Maintenance Fee</b>	3,062,319	1,778,818	265,595	1,845,044	3.72%	1,833,413	0.63%
<b>TOTAL: Sewer Maintenance Fund (Major)</b>	3,062,319	1,778,818	265,595	1,845,044	3.72%	1,833,413	0.63%

**SUMMARY OF MAJOR NEW DEVELOPMENT EXCISE FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>WW Excise Tax (Residential)</b>	1,100,000	630,935	133,512	761,448	20.69%	1,114,252	-31.66%
<b>WW Excise Tax (Commercial)</b>	300,000	175,000	73,735	366,209	109.26%	337,938	8.37%
<b>TOTAL: New Development Excise Fund (Major)</b>	1,400,000	805,935	207,247	1,127,657	39.92%	1,452,190	-22.35%

**SUMMARY OF MAJOR SANITATION FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>User Fees-Residential</b>	8,174,440	4,768,423	641,979	4,449,969	-6.68%	4,500,053	-1.11%
<b>User Fees-Commercial</b>	3,737,221	2,180,046	377,954	2,505,664	14.94%	2,090,158	19.88%
<b>User Fees-Industrial</b>	169,992	99,162	-	-	-100.00%	40,621	-100.00%
<b>User Fees-Institutional</b>	494,497	288,457	10,380	165,128	-42.75%	194,899	-15.28%
<b>User Fees-Transfer Station</b>	609,632	355,619	94,089	810,272	127.85%	638,799	26.84%
<b>User Fees - Recycling</b>	1,259,502	734,710	102,099	711,582	-3.15%	702,230	1.33%
<b>Recycled Material Sales</b>	226,335	132,029	22,680	146,665	11.09%	45,655	221.24%
<b>Investment/Interest Income</b>	300,000	175,000	4,203	34,822	-80.10%	75,677	-53.99%
<b>TOTAL: Sanitation Fund (Major)</b>	<b>14,971,619</b>	<b>8,733,444</b>	<b>1,253,385</b>	<b>8,824,102</b>	<b>1.04%</b>	<b>8,288,093</b>	<b>6.47%</b>

**SUMMARY OF MAJOR FUND EXPENDITURES VS. BUDGET  
VS. BUDGET, FYE 2022 - AS OF JANUARY 31, 2022**

FUND	TOTAL BUDGET	PROJECTED TO DATE *	Current Month Expended	EXPENDED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>General Fund</b>	91,740,715	53,515,417	6,934,127	47,675,661	-10.91%	52,684,315	-9.51%
<b>Capital Fund</b>	84,209,414	49,122,158	4,092,068	24,363,219	-50.40%	11,963,699	103.64%
<b>Norman Forward Fund</b>	74,789,772	43,627,367	1,836,466	9,515,008	-78.19%	9,835,138	-3.25%
<b>Westwood Fund</b>	2,470,275	1,440,994	103,629	1,682,509	16.76%	1,087,127	54.77%
<b>Water Fund</b>	60,549,206	35,320,370	1,925,706	12,107,109	-65.72%	13,865,140	-12.68%
<b>Water Reclamation Fund</b>	42,440,948	24,757,220	1,625,623	7,183,508	-70.98%	7,194,519	-0.15%
<b>Sanitation Fund</b>	24,324,426	14,189,248	1,210,615	8,659,206	-38.97%	7,903,564	9.56%
	(Adjusted Budget)						

\* Based on historical collection patterns (where known), or based on proportion of the fiscal year elapsed.

**SUMMARY OF MAJOR GENERAL FUND EXPENDITURES VS. BUDGET  
FYE 2022 - AS OF JANUARY 31, 2022**

Item 2.

DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>City Council</b>				
<i>Salaries &amp; Benefits</i>	11,627	6,782	6,163	-9.13%
<i>Supplies &amp; Materials</i>	15,948	9,303	2,199	-76.36%
<i>Services &amp; Maintenance</i>	1,463,718	853,836	383,187	-55.12%
<i>Internal Services</i>	24,779	14,454	7,033	-51.34%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,516,072	884,375	398,582	-54.93%
<b>City Manager</b>				
<i>Salaries &amp; Benefits</i>	1,143,396	666,981	479,609	-28.09%
<i>Supplies &amp; Materials</i>	29,122	16,988	12,641	-25.59%
<i>Services &amp; Maintenance</i>	1,935,130	1,128,826	226,501	-79.93%
<i>Internal Services</i>	36,953	21,556	8,793	-59.21%
<i>Capital Equipment</i>	98,053	57,198	16,099	-71.85%
<b>Total</b>	3,242,654	1,891,548	743,644	-60.69%
<b>City Clerk</b>				
<i>Salaries &amp; Benefits</i>	513,264	299,404	303,384	1.33%
<i>Supplies &amp; Materials</i>	6,212	3,624	1,578	-56.45%
<i>Services &amp; Maintenance</i>	708,556	413,324	311,864	-24.55%
<i>Internal Services</i>	154,000	89,833	68,551	-23.69%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,382,032	806,185	685,378	-14.99%
<b>Municipal Court</b>				
<i>Salaries &amp; Benefits</i>	1,117,060	651,618	638,691	-1.98%
<i>Supplies &amp; Materials</i>	14,320	8,353	1,871	-77.61%
<i>Services &amp; Maintenance</i>	73,428	42,833	27,122	-36.68%
<i>Internal Services</i>	32,306	18,845	14,802	-21.45%
<i>Capital Equipment</i>	1,800	1,050	-	-100.00%
<b>Total</b>	1,238,914	722,700	682,486	-5.56%
<b>Legal</b>				
<i>Salaries &amp; Benefits</i>	984,012	574,007	575,932	0.34%
<i>Supplies &amp; Materials</i>	12,004	7,002	4,415	-36.94%
<i>Services &amp; Maintenance</i>	274,174	159,935	97,434	-39.08%
<i>Internal Services</i>	28,968	16,898	13,911	-17.68%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,299,158	757,842	691,692	-8.73%

DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>I.T.</b>				
<i>Salaries &amp; Benefits</i>	1,603,448	935,345	904,909	-3.25%
<i>Supplies &amp; Materials</i>	53,028	30,933	19,685	-36.36%
<i>Services &amp; Maintenance</i>	1,425,234	831,387	1,025,284	23.32%
<i>Internal Services</i>	17,330	10,109	8,158	-19.30%
<i>Capital Equipment</i>	311,210	181,539	112,946	-37.78%
<b>Total</b>	3,410,250	1,989,313	2,070,983	4.11%
<b>Finance</b>				
<i>Salaries &amp; Benefits</i>	2,437,401	1,421,817	1,443,984	1.56%
<i>Supplies &amp; Materials</i>	71,608	41,771	26,700	-36.08%
<i>Services &amp; Maintenance</i>	1,016,213	592,791	515,008	-13.12%
<i>Internal Services</i>	253,312	147,765	114,931	-22.22%
<i>Capital Equipment</i>	43,363	25,295	21,429	-15.28%
<b>Total</b>	3,821,897	2,229,440	2,122,052	-4.82%
<b>Human Resources</b>				
<i>Salaries &amp; Benefits</i>	662,036	386,188	407,674	5.56%
<i>Supplies &amp; Materials</i>	30,387	17,726	13,097	-26.11%
<i>Services &amp; Maintenance</i>	330,927	193,041	94,966	-50.81%
<i>Internal Services</i>	53,604	31,269	22,436	-28.25%
<i>Capital Equipment</i>	3,625	2,115	2,355	11.39%
<b>Total</b>	1,080,579	630,338	540,529	-14.25%
<b>Planning</b>				
<i>Salaries &amp; Benefits</i>	3,395,378	1,980,637	1,863,590	-5.91%
<i>Supplies &amp; Materials</i>	50,374	29,385	20,459	-30.38%
<i>Services &amp; Maintenance</i>	326,627	190,532	188,606	-1.01%
<i>Internal Services</i>	151,558	88,409	77,286	-12.58%
<i>Capital Equipment</i>	16,173	9,434	8,341	-11.59%
<b>Total</b>	3,940,110	2,298,398	2,158,282	-6.10%
<b>Public Works</b>				
<i>Salaries &amp; Benefits</i>	9,063,028	5,286,766	4,990,419	-5.61%
<i>Supplies &amp; Materials</i>	4,536,240	2,646,140	1,931,059	-27.02%
<i>Services &amp; Maintenance</i>	3,372,931	1,967,543	1,450,450	-26.28%
<i>Internal Services</i>	854,640	498,540	429,401	-13.87%
<i>Capital Equipment</i>	2,076,430	1,211,251	755,559	-37.62%
<b>Total</b>	19,903,269	11,610,240	9,556,887	-17.69%



DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>Police</b>				
<i>Salaries &amp; Benefits</i>	19,464,797	11,354,465	11,326,841	-0.24%
<i>Supplies &amp; Materials</i>	1,013,664	591,304	354,422	-40.06%
<i>Services &amp; Maintenance</i>	1,573,327	917,774	652,812	-28.87%
<i>Internal Services</i>	914,643	533,542	427,426	-19.89%
<i>Capital Equipment</i>	1,368,576	798,336	372,402	-53.35%
<b>Total</b>	24,335,007	14,195,421	13,133,903	-7.48%
<b>Fire</b>				
<i>Salaries &amp; Benefits</i>	15,330,905	8,943,028	9,006,594	0.71%
<i>Supplies &amp; Materials</i>	394,228	229,966	156,560	-31.92%
<i>Services &amp; Maintenance</i>	476,559	277,993	246,311	-11.40%
<i>Internal Services</i>	549,902	320,776	289,363	-9.79%
<i>Capital Equipment</i>	286,346	167,035	95,550	-42.80%
<b>Total</b>	17,037,940	9,938,798	9,794,377	-1.45%
<b>Parks &amp; Recreation**</b>				
<i>Salaries &amp; Benefits</i>	4,646,155	2,710,257	2,649,308	-2.25%
<i>Supplies &amp; Materials</i>	603,346	351,952	292,091	-17.01%
<i>Services &amp; Maintenance</i>	1,457,106	849,979	842,750	-0.85%
<i>Internal Services</i>	371,806	216,887	182,280	-15.96%
<i>Capital Equipment</i>	643,473	375,359	74,052	-80.27%
<b>Total</b>	7,721,886	4,504,434	4,040,481	-10.30%
<b>General Fund</b>				
<i>Salaries &amp; Benefits</i>	60,372,507	35,217,296	34,597,098	-1.76%
<i>Supplies &amp; Materials</i>	6,830,481	3,984,447	2,836,777	-28.80%
<i>Services &amp; Maintenance</i>	14,433,930	8,419,793	6,062,296	-28.00%
<i>Internal Services</i>	3,443,801	2,008,884	1,664,372	-17.15%
<i>Interfund Transfers</i>	1,810,947	1,056,386	1,056,386	0.00%
<i>Capital Equipment</i>	4,849,049	2,828,612	1,458,732	-48.43%
<b>Total</b>	91,740,715	53,515,417	47,675,660	-10.91%

\* Based on proportion of the fiscal year elapsed.

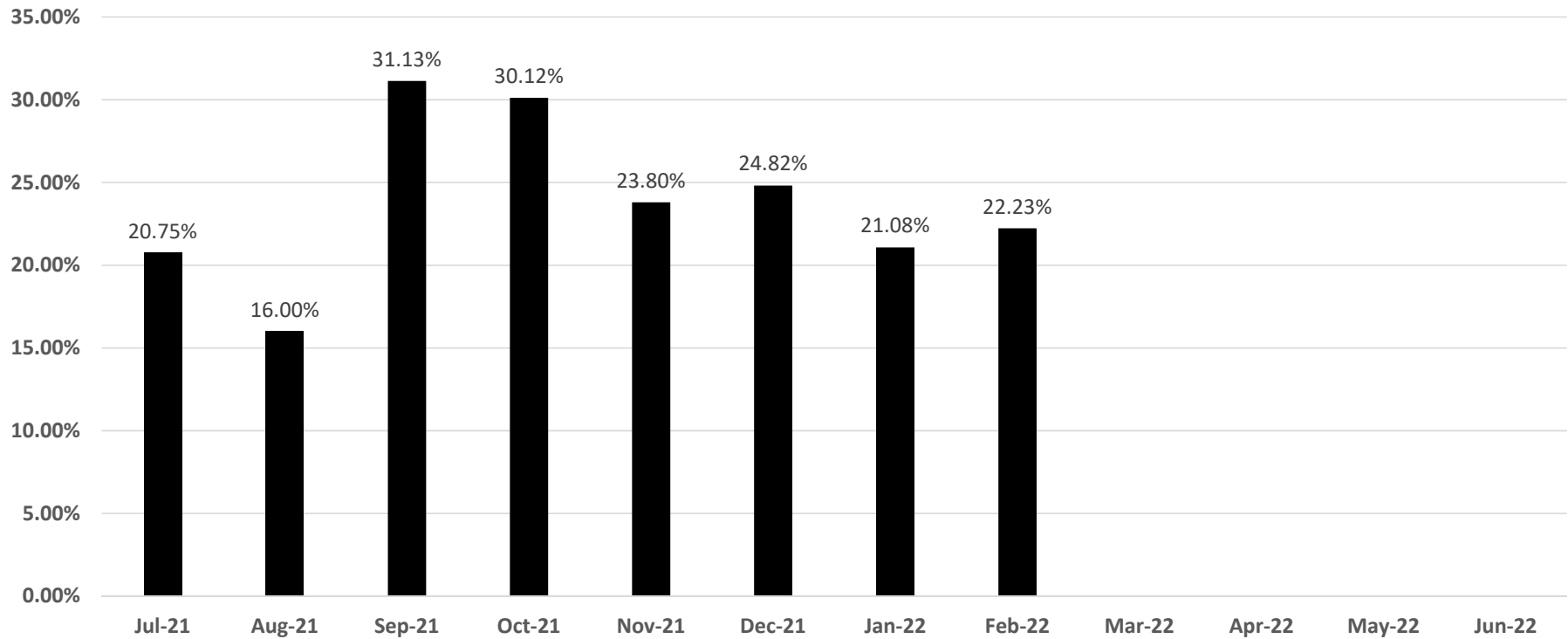
\*\* Includes Sooner Theatre, Santa Fe Depot, Firehouse Art Center & Historical Museum

Expenses do not include encumbrances

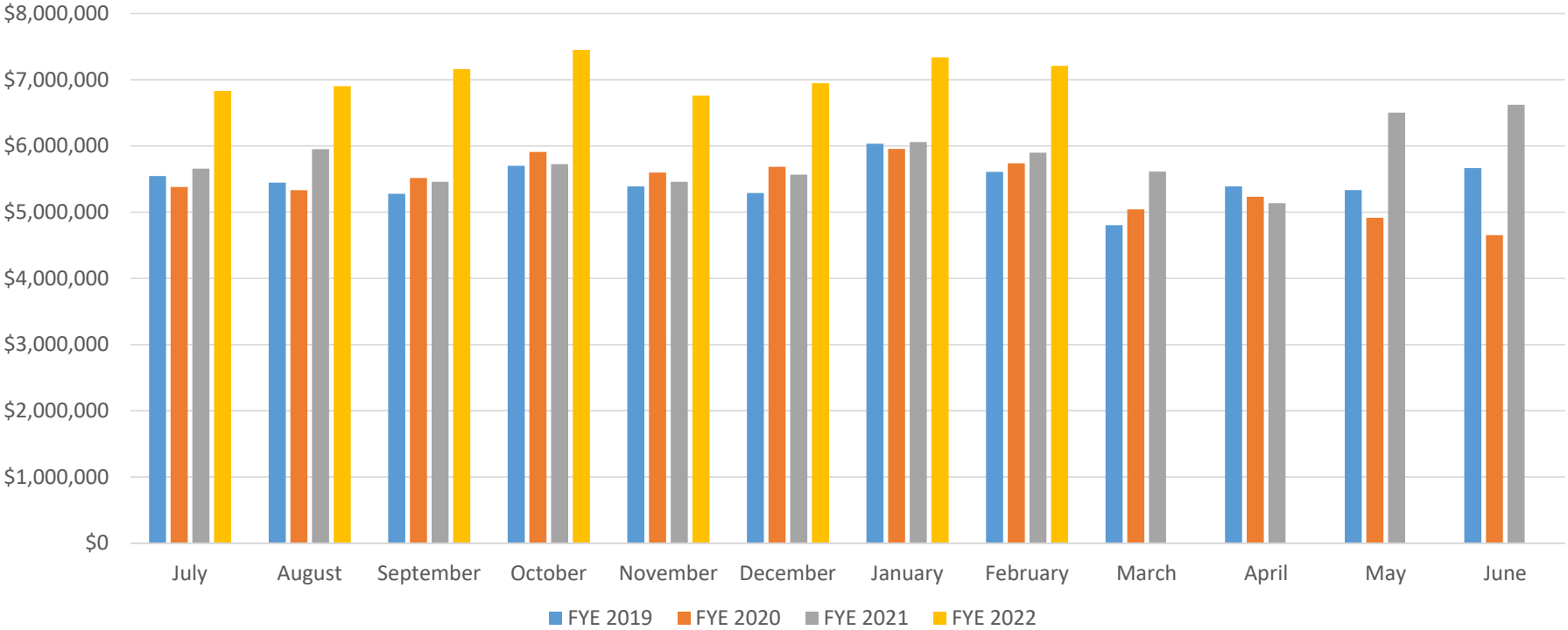
**GENERAL FUND:**  
**As of January 31, 2022**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 7 Month</b>	<b>Unencumb Balance</b>
Beginning Fund Balance	2,502,276	4,291,093	\$ 4,291,093	
<b>REVENUES:</b>				
Revenue	82,638,642	82,638,642	51,625,899	
Transfers In	6,050,665	9,258,876	3,577,000	
Total Revenue	<u>88,689,307</u>	<u>91,897,518</u>	<u>55,202,899</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	60,350,685	60,372,507	34,597,098	25,775,409
Supplies / Materials	5,951,091	6,830,480	2,836,777	3,168,236
Services / Maintenance	12,831,712	14,433,931	6,062,296	6,626,903
Internal Services	3,443,801	3,443,801	1,664,372	1,779,429
Capital Equipment	3,769,409	4,849,049	1,458,732	1,030,749
Transfers Out	1,810,947	1,810,947	1,056,386	754,561
Employee Turnover Savings	(800,000)	(800,000)		
Supplies/Materials/Svs/Maint Savings	-	-		
Total Expenditures	<u>87,357,645</u>	<u>90,940,715</u>	<u>47,675,661</u>	<u>39,135,287</u>
Net Difference	<u>1,331,662</u>	<u>956,803</u>	<u>7,527,238</u>	
Ending Fund Balance	<u>\$ 3,833,938</u>	<u>\$ 5,247,896</u>	<u>\$ 11,818,331</u>	

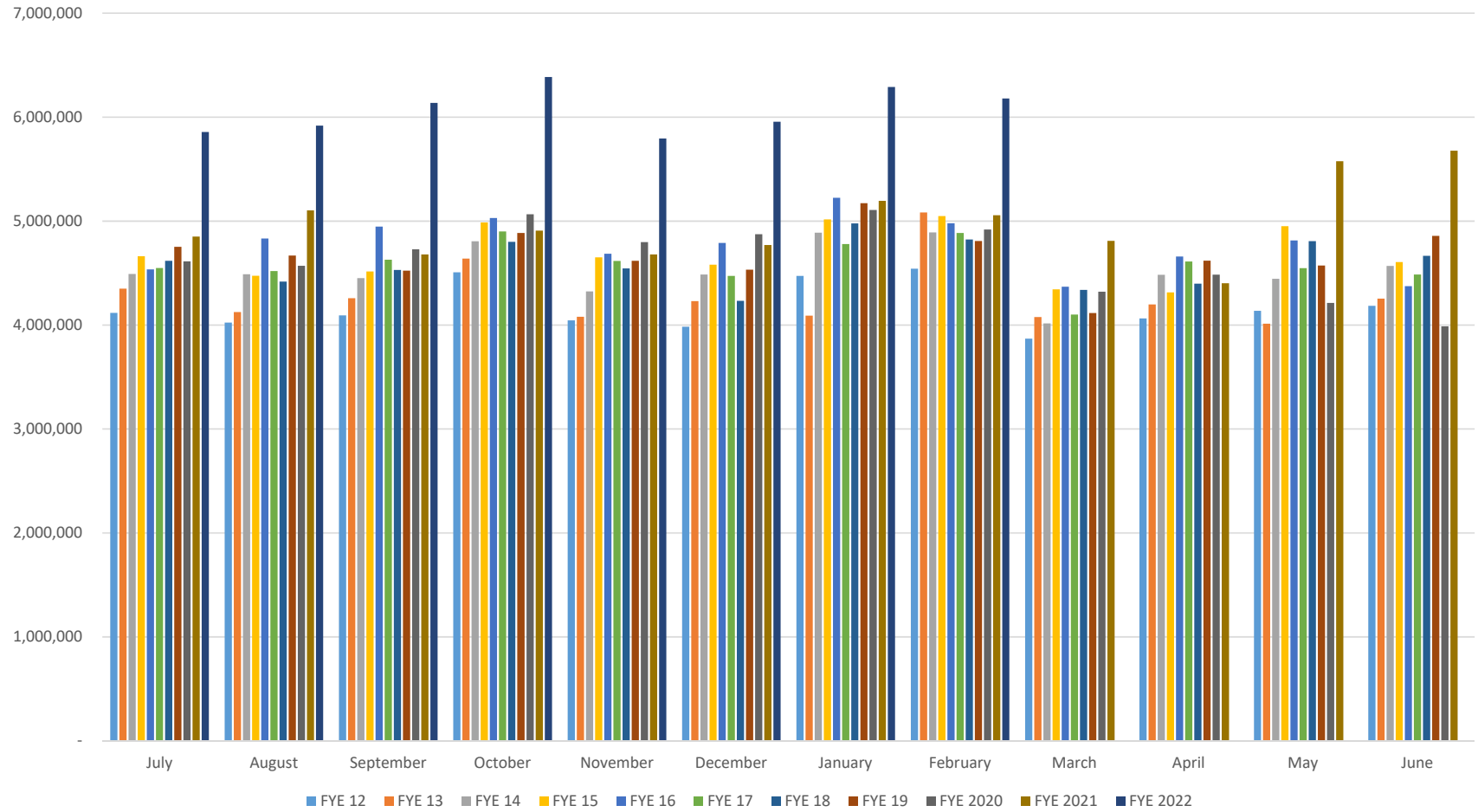
# Norman Sales Tax % Change from Prior Year, Fiscal Year Ending 2022



# Norman Unrestricted Sales Tax, FYE 2019-2022



### Norman General Purpose Sales Tax by Month Received



**City Comparison for Sales Tax collections - July 2021**

City	Change from July 2020	Year-to-date % Change
Norman	20.75%	20.75%
OKC	20.59%	20.59%
Moore	8.30%	8.30%
Edmond	8.73%	8.73%
Midwest City	0.07%	0.07%
Tulsa	16.19%	16.19%
Lawton	6.20%	6.20%
State of OK	12.13%	12.13%

**City Comparison for Sales Tax collections - January 2022**

City	Change from Jan 2021	Year-to-date % Change
Norman	21.08%	23.84%
OKC	21.83%	18.56%
Moore	24.39%	17.61%
Edmond	9.33%	8.27%
Midwest City	7.67%	4.77%
Tulsa	19.02%	15.15%
Lawton	11.17%	10.20%
State of OK	20.38%	16.03%

**City Comparison for Sales Tax collections - August 2021**

City	Change from Aug 2020	Year-to-date % Change
Norman	16.00%	18.31%
OKC	14.01%	17.18%
Moore	10.02%	9.16%
Edmond	3.87%	6.27%
Midwest City	-2.42%	-1.20%
Tulsa	12.96%	14.53%
Lawton	5.22%	5.70%
State of OK	10.88%	11.49%

**City Comparison for Sales Tax collections - February 2022**

City	Change from Feb 2021	Year-to-date % Change
Norman	22.23%	23.63%
OKC	23.14%	19.15%
Moore	27.48%	18.87%
Edmond	16.67%	9.31%
Midwest City	14.89%	6.06%
Tulsa	19.40%	15.69%
Lawton	14.87%	10.80%
State of OK	n/a	n/a

**City Comparison for Sales Tax collections - September 2021**

City	Change from Sep 2020	Year-to-date % Change
Norman	31.13%	22.41%
OKC	16.55%	16.96%
Moore	15.66%	11.29%
Edmond	9.93%	7.46%
Midwest City	2.83%	0.11%
Tulsa	15.33%	14.80%
Lawton	8.63%	6.66%
State of OK	17.64%	13.49%

**City Comparison for Sales Tax collections - March 2022**

City	Change from Mar 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - October 2021**

City	Change from Oct 2020	Year-to-date % Change
Norman	30.12%	24.35%
OKC	17.33%	17.06%
Moore	24.63%	14.46%
Edmond	7.81%	7.55%
Midwest City	7.06%	1.76%
Tulsa	10.98%	13.83%
Lawton	14.83%	8.59%
State of OK	17.57%	14.47%

**City Comparison for Sales Tax collections - April 2022**

City	Change from Apr 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - November 2021**

City	Change from Nov 2020	Year-to-date % Change
Norman	23.80%	24.24%
OKC	20.11%	17.65%
Moore	15.12%	14.59%
Edmond	6.60%	7.36%
Midwest City	8.28%	2.96%
Tulsa	13.28%	13.72%
Lawton	9.09%	8.69%
State of OK	14.75%	14.52%

**City Comparison for Sales Tax collections - May 2022**

City	Change from May 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - December 2021**

City	Change from Dec 2020	Year-to-date % Change
Norman	24.82%	24.34%
OKC	19.71%	17.99%
Moore	26.18%	16.44%
Edmond	11.80%	8.09%
Midwest City	11.46%	4.28%
Tulsa	18.42%	14.48%
Lawton	17.20%	10.04%
State of OK	19.28%	15.30%

**City Comparison for Sales Tax collections - June 2022**

City	Change from June 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

Appropriations from Fund Balance FY22

Fund	Gaining Account	Amount	Agenda Date	Item No.	Project No.	Description
<b>General Fund</b>						
10-29000	10660310-43702	500.00	7/27/2021	19		donation to PD on 11-10-20 from J.M. Williams Rev Trust to be used to purchase awards for PD employees
10-29000	10660270-43115	1,755.00	7/27/2021	19		donation to PD on 3-23-21 from Citizens & Memorials to be used for care of animals at Animal Welfare Center
106-363376	10660322-43136	1,600.00	9/14/2021	11		donation from Armstrong Bank to PD donations acct for expenses incurred for National Night Out Event
106-363376	10664143-43122	9,985.00	8/24/2021	8		donation to NFD to purchase air bags & chemical monitors for fire stations 5 & 6
106-363376	10664143-45114	45,965.21	8/24/2021	9		donation to NFD to purchase one Zoll X series cardiac monitor
106-363376	10660115-44604	500.00	1/18/2022	15		donation from J.M. Williams Rev Trust to NFD to be used for training for NPD
<b>Community Development Fund</b>						
21-29000	21240290-44003	12,412.00	9/14/2021	19		Continuum of Care Planning grant from Dept of Housing & Urban Dev for coordination of activities related to homelessness
21-29000	21240021-42003	110,295.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-42901	8,105.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-43199	13,600.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44110	185,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44119	13,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44226	2,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44227	16,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44503	50,400.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240303-42001	78,045.40	12/14/2021	24		5% of total award of \$1,560,908 HOME ARP funding to be utilized for planning & administration purposes
<b>Special Grants Fund</b>						
22-11017	22695523-46101	9,500,000.00	7/27/2021	24	BG0083	ARPA grant funds for the construction of the Emergency Operations Center (EOC)
22-29000	22440146-44009	7,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44604	3,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44701	250.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44821	300.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-43001	50.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44601	150.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22660117-44754	2,623.00	8/10/2021	18	GP0034	JAG grant pass thru to Clev. Co. Sheriff's office to update several in-car computers
22-29000	22660017-45999	23,603.00	8/10/2021	18	GP0034	JAG grant to purchase new 3-D crime scene scanner
22-11017	22730241-44741	100,000.00	8/24/2021	24		ARPA grant funds to be used for the Norman Arts Council's programs
22-11017	22110303-44730	500,000.00	9/14/2021	23		ARPA grant funds to be used to incentivize Covid 19 vaccinations
22-29000	22660119-42110	84,186.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-42901	6,440.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-45999	11,000.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660645-45999	30,090.00	9/28/2021	18	GP0044	OKOHS grant to be used to purchase night vision devices
22-29000	22660117-43015	6,000.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-43106	6,000.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-43699	8,653.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44099	4,130.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44604	3,092.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44754	3,200.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
<b>Seizures &amp; Restitution Fund</b>						
25-29000	25660138-45116	27,300.00	1/18/2022	27		to purchase the fourth year warranty of the Axon Technology Assurance plan
<b>Public Transportation &amp; Parking Fund</b>						
275-331380	27550277-44766	134,285.00	10/12/2021	20		FTA funds to be used for establishing, expanding, improving & maintaining the CON Public Mass Transit services
<b>Westwood Park Fund</b>						
297-345611	29770035-43609	8,143.00	11/30/2021	10		incentive payment from Pepsi for the exclusive sale of Pepsi products at the WW golf course & aquatic center
<b>Sanitation Fund</b>						
33-29000	33999975-46101	150,000.00	10/26/2021	11	SA0012	to purchase storage containers from A&A Sheet Metal for the HHW facility at the Transfer Station
<b>Risk Management Fund</b>						
43-29000	10550223-43212	2,438.51	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
43-29000	10550223-43213	863.49	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
43-29000	43330104-44403	141,000.00	11/30/2021	9		to cover premium cost of insuring CON's buildings and contents with Affiliated FM
439-365264	10550223-43212	25,108.49	12/14/2021	28		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
439-365264	10550223-43213	1,169.69	12/14/2021	28		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
439-365264	10550223-43212	16,749.96	12/14/2021	29		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
439-365264	10550223-43213	1,115.53	12/14/2021	29		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
<b>Capital Fund Balance</b>						
50-29000	50590052-46101	4,653.24	7/27/2021	16	TC0273	for Citywide Sidewalk & Curb reconstruction program
50-29000	50593388-46201	19,600.00	9/14/2021	18	BG0165	addtl funds from fund balance for North Base Feasibility Study
50-29000	21240002-44715	810,900.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-rent
50-29000	21240002-44716	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-food
50-29000	21240002-44721	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-child care
50-29000	21240002-42001	69,600.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-salary
50-29000	50593352-46101	465,695.00	9/14/2021	22	TC0281	addtl funds to be allocated to Imhoff Rd Emergency Bridge Repair Project
50-29000	27550276-45301	38,269.00	11/9/2021	14		to provide a public transportation on-board surveillance system for CON pub transp fleet
50-29000	27550276-45007	346,703.00	12/14/2021	32		to purchase five 3500 Dodge Promaster vans for public transportation fleet
509-364253	50590052-46101	20,497.23	1/18/2022	19	TC0273	appropriate resident 50/50 contributions for Citywide sidewalk reconstruction and change order #2 increasing project
50-29000	50596688-46101	83,778.00	1/25/2022	10	TR0111	increased construction cost estimate for Constitution Street Multimodal Path Project
50-29000	50193365-46101	93,249.12	1/25/2022	8	BG0252	design revisions and cost increases to Transit/Fire Maintenance facility

**CITY OF NORMAN**  
**Position Vacancy Report**  
**2/9/2022**

POSITIONS AUTHORIZED TO FILL			
Position	Department/Division	Date of Vacancy	Status
<b>General Fund:</b>			
Meter Reader	Finance/Utilities	01/03/22	Conducting Selection Process
Engineering Assistant	Public Works/Engineering	01/14/21	Accepting Applications
Mechanic I	Public Works/Fleet	11/02/21	Accepting Applications
Public Works Supervisor	Public Works/Transit	01/01/22	Conducting Selection Process
Police Records Clerk	Police/Staff Svs.	12/17/21	Conducting Selection Process
Parking Service Officer	Police/Patrol	12/14/21	Accepting Applications
Police Officer (4)	Police/Patrol	(2) 8/19/21, 12/22/21, 2/28/22	Pending Job Announcement
Communications Officer I/II (2)	Police/Emergency Comm	11/19/21, 12/31/21	Accepting Applications
Shelter Veterinarian	Police/Animal Welfare	11/19/21	Accepting Applications
Animal Welfare Shelter Supervisor	Police/Animal Welfare	10/26/21	Conducting Selection Process
Administrative Technician II (PPT)	Fire/Admin	07/01/21	Accepting Applications
Firefighter Recruit (5)	Fire/Suppression	6/29/21, 6/30/21, 8/2/21, 8/30/21, 1/14/22	Accepting Applications
Urban Forester	Parks/Admin	10/28/21	Accepting Applications
<b>Total: 21</b>			
<b>Enterprise Fund:</b>			
Plant Operator	Utilities/Water Line Maintenance	01/14/22	Accepting Applications
Administrative Technician III	Utilities/Water Line Maint	02/03/22	Accepting Applications
Heavy Equipment Operator	Utilities/Water Line Main	01/28/22	Accepting Applications
Utility Collection Worker I	Utilities/Sewer Line Maint.	01/03/22	Accepting Applications
Sanitation Worker I (2)	Utilities/Sanitation	9/3/21, 11/29/21	Accepting Applications
<b>Total: 6</b>			
POSITIONS CURRENTLY ON HOLD			
Position	Department/Division	Date of Vacancy	Status
<b>General Fund:</b>			
Internal Auditor	City Manager	07/01/20	Pending Council Action
Internal Auditor Technician	City Manager	07/01/20	Pending Council Action
Outreach Housing Liaison	Planning	01/27/22	Pending Request
Continuum of Care Program Tech	Planning	01/21/22	Pending Request
Continuum of Care Program Supv.	Planning	02/17/22	Pending Request
Code Compliance Inspector	Planning	02/24/22	Pending Request
Maintenance Worker I (2)	Public Works/Streets	02/28/22	Pending Approval
Fleet Service Tech	Public Works/Fleet	01/28/22	Pending Approval
Communications Supv.	Police/Emergency Comm.	01/27/22	Pending Approval
Fire Inspector (2)	Fire/Training	3/16/2021, 1/4/22	Pending Request
Maintenance Worker I	Parks/Park Maint.	02/03/22	Pending Approval
Park Planner	Parks/Admin	01/18/22	Pending Request
<b>Total: 14</b>			
<b>Enterprise Fund:</b>			
Cross Connection Program Coord.	Utilities/Water Treatment	01/01/19	Pending Request
Water Lab Intern (PPT)	Utilities/Water Treatment	03/05/19	Pending Request
Custodian (PPT)	Utilities/Water Reclamation	01/24/22	Pending Approval
Utility Collection Worker II	Utilities/Sewer Line Maint.	02/01/22	Pending Approval
Utilities Supervisor	Utilities/Sanitation	01/20/22	Pending Approval
Sanitation Worker II (2)	Utilities/Sanitation	1/27/2022, 2/11/22	Pending Approval
<b>Total: 7</b>			
Position	Department/Division	Action	Date of Hire
Maintenance Worker II	Public Works/Stormwater	Internal Transfer	
System Support Technician	IT	New Hire	2/1/2022
Plant Operations/Maint Tech	Utilities/Water Treatment	Internal Transfer	
Director of Human Resources	Human Resources	New Hire	
Facility Maintenance Supervisor	Parks/Facility Maint.	Internal Promotion	
Communications Officer I	Police/Emergency Comm	New Hire	2/18/2022
Maintenance Worker II (2)	Public Works/Streets	Internal Promotion	
Maintenance Worker I	Public Works/Stormwater	New Hire	2/1/2022
Animal Welfare Division Mgr.	Police/Animal Welfare	New Hire	3/1/2022
Utility Distribution Worker I	Utilities/Water Line Maintenance	New Hire	2/1/2022
Meter Reader (2)	Finance/Utilities	New Hire	2/7/2022, 2/15/22
Custodian (PPT)	Parks/Custodial Svs.	New Hire	1/27/2022
Crew Chief	Utilities/Water Line Maintenance	Internal Promotion	
Stormwater Compliance Inspector	Public Works/Stormwater	New Hire	2/15/2022