

# Promotional and Community Event Grant Application

## Step 1

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### Important Information

- **Form Function Note:** In order to go back from a page in the form to a previous page, all required fields on the page must be populated.
- Please read the McKinney Community Development Corporation [Grant Guidelines](#) before completing this application.
- The Grant Guidelines are available on this website. They can also be obtained by calling 214-544-0296 or [emailing Cindy Schneible](#).
- **Please call to discuss your plans for submitting an application in advance of completing this form.**
- A completed application and all supporting documents are required to be submitted via email or on a thumb drive for consideration by the MCDC board. Please submit the application to:

McKinney Community Development Corporation  
5900 South Lake Forest Blvd, Suite 110  
McKinney, TX 75070

- If you are interested in a preliminary Board of Directors review of your project proposal or idea, please complete and submit the [Letter of Inquiry](#) form which is available on this website, by calling 214-544-0296 or by [emailing Cindy Schneible](#).
- **Applications must be completed in full, using this form electronically (or physically with the requested thumb drive by mail), and received by MCDC by 5 p.m. on the application deadline indicated on the [Grants page](#) of this website.**

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### Organization Information

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Name	McKinney Philharmonic Orchestra
Federal Tax ID Number	45-4399538
Incorporation Date	8/10/2012
Mailing Address	1011 Thomas
City	Denton
State	TX
Zip Code	76201

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Phone Number	9405948790
Fax Number	none
Email Address	<a href="mailto:odysseus.youthorchestra@gmail.com">odysseus.youthorchestra@gmail.com</a>
Website	<a href="http://www.odysseusorchestra.com">www.odysseusorchestra.com</a>
Organization Type	Nonprofit - 501(c) (Attach a copy of IRS Determination Letter)
IRS Determination Letter	<a href="#">501 c 3 IMG.pdf</a>
Professional Affiliations and Organizations to Which Your Organization Belongs	Odysseus Chamber Orchestra

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### Representative & Contact Information

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Representative Completing Application:

Name	Jason Lim
Title	Artistic Director
Mailing Address	1011 Thomas
City	Denton
State	TX
Zip Code	76201
Phone Number	9405948790
Fax Number	<i>Field not completed.</i>
Email Address	<a href="mailto:odysseus.youthorchestra@gmail.com">odysseus.youthorchestra@gmail.com</a>

(Section Break)

Contact for Communications Between MCDL and Organization:

Name	Jason Lim
Title	Artistic Director

Mailing Address	1011 Thomas
City	Denton
State	Jason Lim
Zip Code	76201
Phone Number	9405948790
Fax Number	<i>Field not completed.</i>
Email Address	<a href="mailto:odysseus.youthorchestra@gmail.com">odysseus.youthorchestra@gmail.com</a>

**Project Information**

Funding - Total Amount Requested	7500
Are matching funds available?	Yes
Matching Funds Available:	7500
Will funding be requested from any other City of McKinney entity (e.g. McKinney Convention and Visitors Bureau, Arts Commission, City of McKinney Community Support Grant)?	Yes
Describe funding requested from other City of McKinney entities.	McKinney Arts Commission. Our programs have grown and our expenses have exceeded the cap. Because we have focused on building a world class orchestra, we recognize that paying our musicians a competitive rate is crucial and as a result, we have very little funds for promotions therefore We apply grants from the Arts Commission to cover compensation for our orchestra members and artistic personnel payroll.
Promotional / Community Event Start and Completion Dates	2/1/2020 - 6/1/2020

Board of Directors  
Cynthia Carmack  
Mary Stout  
Jennifer Terrassi  
Janice Hauge

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Leadership Staff  
Jason Lim - Artistic Director  
Julie Daniels - Youth Orchestra Conductor

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Board of Directors  
Attachment [2019-2020 Board of Directors.docx](#)

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Leadership Staff  
Attachment *Field not completed.*

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## Narrative

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Using the outline below, provide a written narrative no longer than seven pages in length:

### **1: Applying Organization**

- Describe the mission, strategic goals and objectives, scope of services, day-to-day operations and number of paid staff and volunteers.
- Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Promotion / Community Event for which funds are requested.

### **2: Promotion / Community Event**

- Outline details of the Promotion / Community Event for which funds are requested. Include information regarding scope, goals, objectives and target audience.
  - Describe how this initiative will **showcase McKinney and promote the city for the purpose of business development and/or tourism.**
  - Describe how the proposed Promotional / Community Event fulfills the strategic goals and objectives for your organization.
  - Provide information regarding planned activities in support of the event, time frame / schedule, estimated attendance and admission / registration fees, if planned. **Please note: if admission / registration fees are charged, they must be limited to \$35 or less; event must be open to the public.**
  - Include the venue / location for the proposed event.
  - Provide a timeline for the production of the event.
  - Detail goals for growth / explanation in future years.
  - Attract resident and visitor participation and contribute to business development, tourism and growth of McKinney sales tax revenue.
  - Highlight and promote McKinney as a unique destination for residents and visitors alike.
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- *Demonstrate informed budgeting / financial planning – addressing revenue generation, costs and use of net revenue.*

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Has a request for funding for this Promotional / Community Event been submitted to MCDC in the past? No

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### **3: Financial**

- *Provide an overview of the organization’s financial status including the impact of this grant request on organization mission and goals*
- *Please attach your budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.*

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Budget [MPO .docx](#)

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Financial Statements [2017-2019 Statement .docx](#)

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Overview of Promotional / Community Event Financial Goal

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Gross Revenue 45700

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Projected Expenses 54952

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Net Revenue 45700

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Budget [Budget for concerts requesting grants.docx](#)

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What percentage of Project / Promotional / Community Event funding will be provided by the applicant? 100

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Are matching funds available? Yes

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Cash 7500

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Source Admissions

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Percent of Total	100
In-kind	<i>Field not completed.</i>
Source	<i>Field not completed.</i>
Percent of Total	<i>Field not completed.</i>
Other Funding Sources	<p>We receive grants from several sources. Most of them are specific in nature:</p> <p>Texas Commission on The Arts - 2018-2019 \$3894  2019-2020 - \$4500</p> <p>Frisco Arts Association. 2019-2020 - \$5000</p> <p>McKinney Arts Commission. 2019-2020 - \$19365</p> <p>Texas Communities Foundation. 2019- 2020 - \$1500</p> <p>Arts and Music Guild: Not known</p> <p>LoveLife Foundation. 2019-2020 - \$3000</p>

**4: Marketing and Outreach**

- *Describe advertising, marketing plans and outreach strategies for this event – and how they are designed to help you achieve current and future goals.*
- *Provide a detailed outline of planned marketing, advertising and outreach activities and the amount budgeted for each.*

**5: Metrics to Evaluate Success**

- *Outline the metrics that will be used to evaluate success of the proposed Promotional / Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.*

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Attach Narrative [Narrative.pdf](#)

**Acknowledgements**

If funding is approved by the MCDC board of directors, applicant will assure:

- *The Promotional / Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization;*
  - *All funds awarded will be used exclusively for advertising, marketing and promotion of the Promotional / Community event described in this application.*
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- *MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Promotional / Community Event. A logo will be provided by MCDC for inclusion on all advertising, marketing and promotional materials. Specifics for audio messaging will be agreed upon by applicant and MCDC and included in an executed performance agreement.*
- *The organization's officials who have signed the application are authorized by the organization to submit the application.*
- *Applicant will comply with the MCDC Grant Guidelines in executing the Promotional / Community Event for which funds were received.*
- *A final report detailing the success of the Promotional / Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Promotional / Community Event.*
- *Grant funding is provided on a reimbursement basis subsequent to submission of a reimbursement request, with copies of invoices and paid receipts for qualified expenses. Up to 20% of the grant awarded may be withheld until the **final report on the Promotional/Community Event is provided to MCDC.***

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Applicant Electronic Signature	Selecting this option indicates your agreement with the above statement.
Chief Executive Officer	Jason Lim
Date	11/11/2019
Representative Completing Application	Jason Lim
Date	11/11/2019

Notes

- *Incomplete applications or those received after the deadline will not be considered.*
- *A final report must be provided to MCDC within 30 days of the event / completion of the Promotional / Community Event.*
- *Final payment of funding awarded will be made upon receipt of final report.*
- *Please use the [Final Report](#) to report your results. A [PDF version](#) is also available.*



## 1: Applying Organization

The Mission Statement of The Odysseus North Texas Chamber Orchestra dba McKinney Philharmonic Orchestra.

The Odysseus Chamber Orchestra is dedicated to deepening, strengthening and broadening its relationship with the communities it serves through music.

Our vision is multi-faceted. Although the Odysseus Chamber Orchestra, a paid professional orchestra that produces high quality professional concerts, we place equal importance in our outreach and education programs that we created over the last several years. With the emphasis to youth, we created the summer music Intensives, The Greater North Texas Youth Orchestra, The Young Artist Viola Competition, The Mentorship Program, The Side-By-Side Program and The Annual School Concerts Tour.

Our Youth Orchestra provides students, parents and audiences with three concerts a season while our professional orchestra provides audiences with 5 to 6 concerts per season.

The organization is run by Artistic Director and Conductor Jason Lim. He organizes and plans logistics from securing dates, venues and guest artists. The Odysseus concert season comprises of categories; Classical Series, Family Concert Series, Holiday Concert Series and Pops Concert Series. The professional orchestra comprises of a core membership of 20 musicians and a large list of sub musicians of up to 30 musicians.

The orchestra was formed in 2012 in Denton and in 2014 moved to McKinney because the organization did not foresee potential growth in the city of Denton. Since 2014 the orchestra has built a reputation as an emerging new and exciting young professional orchestra. The artistic quality is on par with several established orchestras in the region and more accomplished musicians audition yearly to be selected into the orchestra. Our concert series grew from two concerts per season to six per season. In 2019, the orchestra made a name change from Odysseus Chamber Orchestra to McKinney Philharmonic Orchestra. This move is to showcase the city as an emerging arts destination for audiences and musicians and to help compliment the new designation of *Cultural District of McKinney*. In the summer of 2020, we are expanding our programs and are making plans to bring a summer opera program to McKinney. The company will be called McKinney Summer Opera and will be staging Mozart's Marriage of Figaro.

Pay rate for our musicians are: \$71.50 - \$90.00 per service. Artistic and Conductor: \$10,000 annual stipend.

## **2: Promotion / Community Event**

### ***Requesting \$7500***

This grant application request will go towards promoting and advertising for our first three concert events for the 2019-2020 concert season. Dates are listed below:

#### **Events: Dates and Times and Promotional items**

##### ***February 23 2020, 4:30 PM.***

Family Concert Series – The Happy Prince and Carnival of the Animals. Church St Auditorium.  
Admission: \$20/ \$15/\$5

A concert for the family, Based on a book by Oscar Wilde the orchestra will perform a contemporary piece written by living composer, Jan Bach. Bach's The Happy Prince is an adaptation of the book with orchestra and narrator. The orchestra will also perform the children's popular Carnival of the Animals by Camille Saint Saens.

***Amount Requested: \$1000 – Radio Ads***

##### ***April 4 2020, 8:00 PM. BOSSA NOVA***

a Tribute to Carlos Antonio Jobim. McKinney Performing Arts Center. Admission:  
\$20/\$15/\$5

This concert is our POPS concert series. A night of the popular Brazilian Jazz style made popular by Carlos Antonio Jobim, composer of "girl from Ipanema" and "Slightly out of Tune". This concert is a crowd pleaser with songs many have grown up listening to.

***Requesting \$2000***

***\$1000 – Radio Ads***

***\$750 – Facebook Ads***

***\$250 – WhoFish.Org***

##### ***May 2 2020. 8:00 PM. Chamber Music Series Concert.***

Church St Auditorium. Admission: \$10

This concert is an intimate setting and our chamber ensemble will perform Dvorak's String quintet, among other great chamber music works.

***Requesting \$1500***

***\$1000 – Facebook Ads***

***\$500 – Whofish.org***

## ***2019-2020 Season Announcement video***

As soon as we receive the results of this grant, we will hire a video production company to produce a video of our orchestras (both youth and professional) to highlight the upcoming season and to highlight the City of McKinney. We have seen videos being played on monitors at the city council office and wish to have one similar done.

***Requesting \$3000***

The mission of the ***McKinney Arts Commission*** is “Through the Arts Commission of McKinney the mission of the commission is to create a vibrant and viable arts community in which diverse, high-quality arts opportunities are available to McKinney residents and visitors.”

This is a philosophy we strongly believe in. We believe that a residential orchestra is an extension of a city’s arts program and it displays the prosperity, diversity and innovation of a community and city. Recently the city won the Cultural District Designation from the Texas Commission on The Arts. We see this as an opportunity to continue our vision and to build a world class professional orchestra and a world class youth orchestra that showcases the diversity of the City of McKinney. Our goal is to make McKinney Philharmonic Orchestra where musicians want to play in and audiences want to attend concerts and listen to.

When we hold our concerts. Our musicians comes from all over the metroplex area. They bring their friends to concerts. When we have our dress rehearsal (which is the day of the concert), they will have dinner in downtown McKinney. Our audience comes from all over the metroplex areas as well (Please see graphs provided) and they will spend time before and after our concerts dining in restaurants in McKinney.

We have a vision to build the next best orchestra outside Dallas Symphony and Forth Worth Symphony. We also have a vision to build a youth orchestra program that will rival The Greater Youth Orchestra and we realize we need the support of every aspect that McKinney can offer. Our financial priorities have been to aim to compensate our musicians a competitive rate. Although we have raised their pay multiple times since 2012, we are still not yet competitive. Because we divert our main financial sources to paying our musician’s we are not able to allocate a significant amount to promotions and marketing.

With the help of the promotional grants, we will be able to spread the word about our wonderful orchestra to more people.

### **3: Financial**

The most important aspect of our organization is to compensate all our artists and musicians; compensate them appropriately and on time. Since the formation, the organization has raised the per service rate for musicians four times. Starting at \$50 per service in 2012, it is now \$71.50 for rank and file members and \$75 for Tier 2 members, \$85 for Tier 1 members and \$90 per service for Principal Members and \$100 for the concertmaster. Financial planning is crucial to the success of the orchestra. Although a manageable loss at the end of the year is not detrimental to the organization, the orchestra has enjoyed a surplus for the last four years. Since the orchestra moved to McKinney in 2014, we have programmed more community oriented and pops concerts and have dedicated to the following:

1. To provide the community with variety of concerts and
2. To maintain financially healthy organization.
3. Building an audience and at the same time try to carry the traditions of high artistic vision.

Our annual promotional budget is usually set at around \$500 - \$1000 each season. Because we allocate most or all of our grant funds to payroll it does not give us much room for advertising. This grant from McKinney Housing and Community Development will enable us to budget more on Facebook sponsored ads and target areas outside of Texas. This will also allow us to allocate funds towards radio ads such as WRR and NPR. They are usually more costly but it definitely targets our demographic. This will enable us to increase the profile of who we are and to help us brand McKinney as an arts destination.

#### **FINANCIAL PLANNING**

The considerations we take in our financial planning falls both on long term as well as short term. Here are the factors we take to planning our long term goals:

##### **LONG TERM**

1. Increase concert programs
2. Increase pay rate for musicians
3. Increase donors
4. Increase audience members
5. Increase staff to assist in the everyday business and operations of the organization

##### **SHORT TERM**

1. Minimize deficit in the beginning of the season
2. Balance the budget at the end of the season

Attached are our financial documents.

1. 2017-2019 Statements. (these statements were submitted to CPA for our 220 returns)
2. 2019-2020 current budget/ statement.
3. Detailed budget for concerts requesting grants.

#### **4: Marketing and Outreach**

We are requesting \$7500 for period January 2020 to August 2020. Which is the remainder of our 2019-2020 season.

With the grant we will utilize the following

1. Facebook ads.

We have only been able to allocate \$100 - \$200 per concert for sponsored ads. This will only reach a limited amount of people. With the grant we will increase the spending to up to \$600. We usually start our promotions 2 months prior to the event.

2. Whofish.org ads

We recently discovered whofish.org and found out that their email blasts does generate more traffic. We fully intend to utilize this resource and would like to allocate up to \$200 for each event. Their rates vary. The start with a feature of \$50 with an email blast of 5000 emails. We would like to send emails out to 20,000 subscribers which would be \$200 per event.

3. Radio ads

We have used WRR in the past and would like to continue using this.

4. Season Brochures

We would like to print thousands of season brochures to distribute to hotels in McKinney.

5. Video

This is something we've wanted to do but have not had the finances to implement it. We would like to have a professional video done that showcases the city and the orchestra.

## 5: Metrics to Evaluate Success

### Long Term

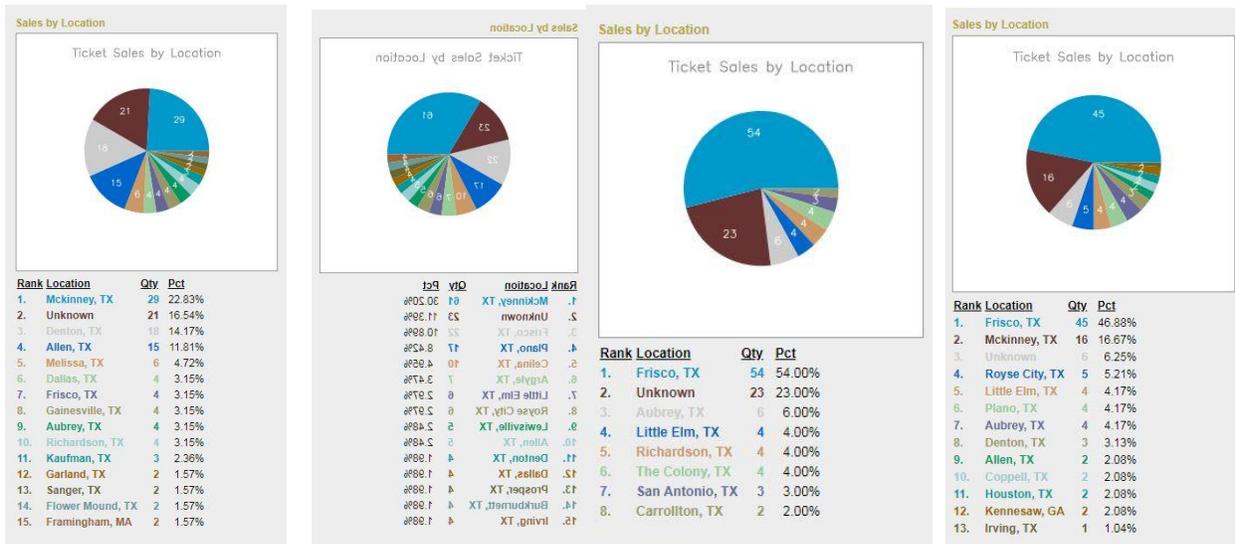
- A. Growth of audience
- B. Growth of Artistic Excellence
- C. Increase pay for musicians and staff
- D. Growth in season concerts
- E. Increase Board
- F. Increase donors and sponsors

### Short Term

- A. Balance Budget

### Audience

Below are graphs from our concerts. We attract a wide range of people from cities in the DFW areas as well as people from out of state.





## Board of Directors

	Term	Phone No.	Email Address	Address
Cynthia Carmack (President)	9/14/2019	940-2977669	cindy.carmack@gmail.com	
Mary Stout (V. President)	9/14/2019	940-3673164	tucker73@mac.com	
Jennifer Terrassi (Secretary)	9/14/2019	781-974-5028	jlmbumbler@gmail.com	
Janice Hauge (Treasurer)	9/14/2019	940-5958774	Janice.Hauge@unt.edu	

## Advisory Board

Jason Lim (Artistic Director and Conductor)	940-5948790	jasonlim.conductor@gmail.com
Julie Daniels (Director of the GNTYO Philharmonic Orchestra)	972-955-6785	friscofiddler@gmail.com

Budget for  
February, April and May concerts 2020.

	Feb	April	May		
Orchestra	7767	5286	1250		
Hall	500	720	500		
Programs	225	375	70		
Promotions	1000	2000	1500		
Other Promotions				3000	
Conductor	2000	2000			
Soloist	500	1500			
Music	430	705			
Cartage	250	200			
Rehearsal Space	75	75			
	12747	12861	3320	3000	31928

# 2018-2019 STATEMENT

<b>EXPENSES</b>	BUDGET/PROJECTIONS	ACTUAL
PAYROLL		
Orchestra	35094.25	33652.50
Artistic Director & Conductor	7500	7500
Guest Artists	5905	6477
Librarian	0	125
School Concerts	0	4000
Promotions	1000	2803.92
PRINTING	0	0
Program	2180	1348
Tickets (BPT)	0	47.69
FEES	0	0
ASCAP	340.00	349.00
Insurance	610	575.94
PayPal	0	40.10
Music	1000	2133.10
Facility	4290	4414.77
CARTAGE	655	663.39
VIOLA COMPETITION	1300.00	500
WEB	100.00	0
MEMBERSHIPS	0	0
EQUIPMENT	400	200
TECH	750	950
MISC	0	569.12
YOUTH ORCHESTRA		28871.39
<b>TOTAL</b>	<b>61124.25</b>	<b>95220.92</b>
<b>INCOME</b>		
Balance Forward	3375.46	3375.46
GRANTS	0	0
McKinney Arts Commission	20000	20000
Frisco Arts	5000	5000
Texas Commission on The Arts	500	3894
McKinney Visitors and Conventions Bureau	0	1500
North Texas Giving Day	1000	996.77

Music and Arts Guild	0	2500
FOUNDATIONS	0	0
Love Life	0	5000
ADS	1500	2300
SPONSORSHIPS	0	0
Texas Republic Bank	500	500
Independent Bank	500	1000
Luthier Shop	2000	1750
JDR Music	2500	3000
P3 Builds	1000	500
DONATIONS	1200	3875
ADMISSIONS (100 tickets per concert @ \$14 average price)	7500.00	11110.08
Bank Interest	0	66.47
Reimbursement		500
YOUTH ORCHESTRA		29262.97
<b>TOTAL</b>	<b>46575.46</b>	<b>96130.75</b>
Adjustment		-340.89
<b>BALANCE</b>	<b>-14548.79</b>	<b>568.94</b>

## 2017-2018 STATEMENT

<b>EXPENSES</b>	BUDGET	ACTUAL
Payroll		
Orchestra	36589.5	38135
Artistic Director & Conductor	7800	7800
Guest Artists	2407.5	1650.00
Outreach and Educational School Concerts	0	4000.00
Promotions	840	1206.19
Printing	2500	2080.49
Fees	0	488.20
Insurance		458.07
Music	2000.00	1534.64
Facility Rentals	6000	5263.50
Cartage	655	930.81
VIOLA COMPETITION	1200.00	1075
WEB	100.00	99.00

Equipment	1100	1159.79
Tech	0	1237.50
Other	0	283.02
Youth Orchestra	0	25951.76
	<b>62122</b>	<b>93352.97</b>
<b>INCOME</b>		
Balance Forward	2243.97	2243.97
GRANTS	31500	39597.29
ADS	1000	3100
SPONSORSHIPS (Corporate Giving)	5500	7650
DONATIONS	1200	3201.37
ADMISSIONS (100 tickets per concert @ \$14 average price)	9800.00	16792.72
Youth Orchestra	0	23230.22
Bank Interest	0	67.76
<b>TOTAL</b>	<b>51243.97</b>	<b>95883.33</b>
<b>Difference</b>		<b>845.1</b>
<b>BALANCE (-/+)</b>	<b>-10878.03</b>	<b>+3375.46</b>

2019-2020 Odysseus Chamber Orchestra / McKinney Philharmonic Orchestra Budget (Updated 10/18/2019)

Expenses	PROJECTIONS	ACTUAL
PAYROLL		
Orchestra	29145	
Guest Soloists	5150	
Conductor	10000	
PROMOTIONS	0	
Facebook	1000	
Posters and Flyers	0	
other	0	
PRINTING	00	
Programs	1092	
Tickets	50	
FEES	0	
PayPal	0	
ASCAP	350	
INSURANCE	590	274.58
RENTALS	0	
Music	1135	
FACILITIES	3720	
CARTAGE	850	
WEB	180	
EQUIPMENT	300	
TECH	700	
MISC	300	
	<b>54562</b>	
INCOME		
GRANTS		
MAC	20000	19635
Frisco Arts	5000	5000
TCA	4500	4500
SPONSORSHIPS	0	
TRB	500	500
IBTX	1000	500
Luthier	1000	
	0	
FOUNDATION	0	
Love Life	3000	3000
Craig Hall	1000	
Texas Communities (North Texas Giving Day)	1000	1075
	0	
ADMISSIONS	6500	1150
DONATIONS	1200	
ADS	1000	550
	<b>45700</b>	
	<b>-8862</b>	

MAY 16 Side By Side Concert Expense and GNTYO Fundraising Concert  
 I kept this separate so we could monitor this more closely

GNTYO BRAVE COMBO Fundraiser			SIDE – BY SIDE on May 2016		
	Expense	Income		Expense	Income
Symphony Tickets		3750	MPO Orchestra	13600	
Philharmonic Tickets		1800	Ticket Sales Goal – Approx 200 tickets		3450
Public Tickets		3500			
		9050		Approx 13600	
TOTAL		9050			9050
				13600	12500

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 10 2012**

ODYSSEUS CHAMBER ORCHESTRA  
C/O JASON LIM  
1011 THOMAS ST  
DENTON, TX 76201

Employer Identification Number:  
45-4399538  
DLN:  
17053187340012  
Contact Person:  
NANCY L HEAGNEY ID# 31306  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
January 13, 2012  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

ODYESSEUS CHAMBER ORCHESTRA

Sincerely,

A handwritten signature in black ink that reads "Holly O. Pazy". The signature is written in a cursive style with a large, stylized "H" and "P".

Holly O. Pazy  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4221-PC