



April 7, 2020

Ms. Janay Ticken
McKinney Arts Commission
406 N. Tennessee Street
McKinney, TX 75069

Dear Janay and McKinney Arts Commission Board:

We hope this letter finds you and your families safe and healthy during these unprecedented times.

Unfortunately, due to the COVID 19 crisis, the McKinney Community Band had to cancel two of its May events: the McKinney Dance Band on May 1 at the McKinney Performing Arts Center (MPAC) and the McKinney Community Band (MCB) Spring Concert on May 9 at McKinney North Auditorium. We hope to reschedule the dance band concert in August and are presently working with MPAC. However, since we have a McKinney Community Band June 27 patriotic concert planned, the May 9 concert is not being rescheduled.

Due to that cancellation, we respectfully ask that funds from that cancelled event be used for other grant eligible expenses during this grant cycle.

MCB proposes the following reallocation of funds:

Cancelled May 9 MCB Concert Expenses:

McKinney North Auditorium Rental Expenses	\$900
Advertising for the event	\$500
Grand Total:	\$1,400

Reallocation:

Percussion Equipment purchases:

Equipment Case	\$259
Accessory Case	\$325
Instruments (woodblocks, go-go bells, Latin shake)	\$125
Music (8 to 9 concert pieces)	\$700
Grand Total:	\$1,409

If you need additional information or have any questions, please contact me.

We look forward to your response to our request. Meanwhile, stay safe and stay healthy.

Sincerely,

Marsha Hope
Grant Coordinator
McKinney Community Band
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