

From: [Eastern Washington University](#)
To: [Miller, Judith](#)
Subject: New S&A Funding Request Submission
Date: Wednesday, January 8, 2025 2:26:30 PM
Attachments: [FY26-Budget-Request-Spreadsheet-Theatre-7.xlsx](#)

New S&A Funding Request received!

Requesting Organization

EWU Theatre

Requester's Contact Information

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Budget Request and History

Attach Budget Request Spreadsheet (found at top of form)

- [FY26-Budget-Request-Spreadsheet-Theatre-7.xlsx](#)

Please select which represents your request best?

FY26 Budget Request

Please provide a summary of your dept/prog/unit.

In addition to classroom studies (Theatre Major, Minor and BAE), the Theatre program offers valuable "hands-on" experience in virtually every phase of theatrical production, whether it be acting, directing, singing, costuming, dance or a myriad of technical and design skills to ALL students enrolled at EWU. The University Theatre offers an award winning and regionally recognized public performance program comprised of a minimum of three main-stage shows every academic year. The 2024-25 season is "Waiting for Lefty", Something Rotten a Musical, and a festival of short plays (spring). Our University Theatre season is chosen for balance and variety. Productions range from classical to modern plays and musicals. Plays are produced in the University Theatre located in the Fine Arts Complex. Student Activity fees have provided the essential funding to bring quality theatre to the University community since 1970.

We foster a deeply relational environment in our program which is critical to the success of our current student population who desperately need a sense of belonging.

How does your dept/prog/unit plan to spend awarded funds?

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Total Request - 84,000

Student Labor \$ 16,280

1 publicity \$4,998

2 technicians \$11,662

Non-Student Hourly- Scene Shop Foreman \$13,000

Total labor 29, 280

Service Agreements/Non Student Hourly

Musical Director \$3,000.00

Dance choreographer \$2,000.00

Orchestra \$4,500.00

Guest Lighting \$3,000.00

Stage Management \$2,000.00

Sound Technician \$3,000.00

\$17,500 total service agreements

Supplies

Play Scripts \$400.00

Performance Rights \$4000.00

Costumes \$12,000.00

Set \$13,000.00

Lighting/Sound/costume shop equipment \$7,820

Total Supplies \$37,220.00

Did your dept/prog/unit receive funds in FY25?

Yes

Please submit the total amount received in FY25.

45,000

Please describe any changes in the amount requested from the previous year.

Increase in hourly wage

Salaries, Benefits, & Wages

Does your request include any staff salaries/benefits, and/or student wages?

Yes

How many UNDERGRADUATE student employees are being supported by S&A funding?

5

How many GRADUATE student employees are being supported by S&A funding?

0

How many CLASSIFIED staff are being supported by S&A funding?

0

How many ADMINISTRATIVE staff are being supported by S&A funding?

0

How many FACULTY are being supported by S&A funding?

0

Please confirm that you have budgeted for all salary increases, according to the Budget Assumptions outlined, and that number will be included in your direct expense figure when you build your budget

- Yes

Impact From Funding

How does your dept/prog/unit collaborate with other departments, programs, units, outside stakeholders, and the local/regional community?

Theatre is an Interdisciplinary art form and the meeting place of all the arts. We partner with departments across campus and provide opportunities for high quality artistic engagement for all students at EWU. We worked with the campus voter project and ASEWU in a "get out the vote" effort in conjunction with our fall production of "Waiting for Lefty". We work extensively with the music, music technology, film, art and english. We connected with the Pride center for our Musical, The Prom.

We give regional students affordable access to high quality education. All EWU students deserve access to affordable arts and cultural experiences and EWU theatre has been a significant contributor in that area since the institution began.

The theatre program has been a special place within Washington for educating theatre practioners for many years. Theatre adds to the culture of our region and we have robust attendance from our community. The theatre program offers quality arts experience in a region that doesn't offer an abundance of theatrical experiences. Many of our students have never seen a collegiate or professional production of a play. We offer an affordable and highly accessible opportunity to all students to have an arts experience. For many, that can be a life-giving event.

Do these collaborations include financial contributions? If so, please describe.

We do receive private donations to our Theatre excellence fund but those funds are intended for Scholarships and student travel primarily. They are not intended to support regular operations.

What impact(s) does this dept/prog/unit have on campus? Briefly describe the need for your dept/prog/unit. How does your dept/prog/unit support the mission, goals, and strategic plan of EWU?

EWU Theatre trains storytellers, multi-media creators and educators for the region, state, and nation. Spokane is a growing hub of live entertainment and media production, and Theatre trains collaborative artists to support the regional creative economy. The Theatre program is essential to EWU's mission because we create meaningful opportunities to empower our students to engage in the community in a healthy and socially conscious way.

Our faculty, staff and students regularly assist/advise with programing theatre activities at public schools, community colleges, theatres, recreation organizations and professional theatres in the Inland Northwest. EWU Theatre is a major contributor to the local artistic culture of the Spokane region. The quality of our production speaks for itself. We are regularly recognized for excellence in theatrical production. We maintain a successful momentum in community outreach—choosing plays that provoke discussion, capitalize on current issues, and cannot be seen elsewhere. We provide engagement opportunities for majors, minors and NON- MAJORS! All students at EWU can be directly involved in our public performance program.

We also offer the university significant visibility through attendance at our shows and consistent engagement on social media

How does your dept/prog/unit assess the effectiveness of your programs/services and how is it tracked?

Our program is reviewed on a regular basis via program review, SRA, faculty reviews etc.. Evaluations are largely focused on the success of our public performance program. We track audience engagement and numbers and have faculty and professional artists see our shows and respond to our students work.

We also receive an abundance of informal feedback from our audiences. Kudos to the cast and crew on a very memorable and inspiring show (The Prom). It had heart... and energy...

The lights, the sound, the set design, and the costumes were all amazing. And the voices...my goodness, we can see why you were willing to take a run at this production with that many talented singers at EWU. The hours of practice showed. The seemingly effortless way that the actors moved around the stage while still hitting their marks and keeping their voices in line with the music was impressive.

...the dance segments were amazing. Well done! Looking forward to seeing your future productions. Keep up the good work.

EWU Theatre ALWAYS chooses shows with extremely important and relevant messages – stories that NEED to be told – and none more so than the message of acceptance and inclusivity. Thank you for choosing THIS musical.

Financial Responsibility

What are the top funding priorities for your dept/prog/unit and is any of this funding for contracts? If so, how much?

Actual expenditures align very closely to our requested budgets. Non-student and Student labor are the most important but equally important are the materials to produce theatre.

The 2016-2020 levels of funding, enabled us to fully realize many of our program goals. We have always used our revenue to offset the difference in the SAF allocation verses the initial request and to invest/replace equipment. Due to FY 23/24 and FY/ 24//25 funding levels we made significant cuts to programming and asked the Provost and Dean's office for \$10,000 to offset the reduction in S&A funding so that we could produce a musical. Musicals are extremely popular with audiences and the students who participate in our productions. We also are using our revenue generated in previous years to budget our current productions.

The service agreement component is \$17,500.00
Wages (5/6 students and 1 non-student) \$29, 280. The ability to hire non-work study in addition to work study is essential.
Performance Rights and production costs are budgeted for 37, 220 Please let me know if I can be more specific with our budget needs.

How does your dept/prog/unit track and manage your budgets to ensure financial sustainability?

All theatre faculty have input on the budget request. We are individually held responsible as faculty for all of our purchases. We work diligently to reconcile our credit card purchases and work with Judy Miller in student accounting to track expenses. Our purchases are also reviewed by the purchasing office at the end of the fiscal year. We have regular program meetings to track our spending, traditionally at the end of each quarter. We spend according to our budget and we try to save some of our revenue for maintenance and future investments in equipment because we don't have other reliable funding sources. Due to budget cuts this year we are using anticipated revenue from ticket sales to fund our student employment. This year we will not be able to roll over revenue into our emergency/equipment replacement fund. Additionally, we asked the College for \$10,000 in order to produce our Musical, "Something Rotten". Receiving money from the college is not promised. And we are using previously generated revenue to backfill our current allocation in order to produce our season.

How will you ensure that student fees do not subsidize non-student use?

We track audience attendance via online ticket sales. We track direct student involvement via cast lists and crew assignments and audition sheets.
2,658 people attended shows from "Twelfth Night", "Tick Tick Boom" and "Julius Caesar". (Winter 2023, Spring, Fall quarters of 2023).

1186 of those tickets were current EWU Students, so roughly 48%.
1,975 people attended shows from "The Prom, Short play Festival, Waiting for Lefty (Winter 2024, Spring 2024, Fall 2024)
1014 were students and 961 were faculty, staff and community, so roughly 51% were EWU students.
We also have between 5-75 students directly involved in producing the shows every quarter (backstage, onstage and front of house.
Students pay \$5.00 and general admission (non-student rate) is \$10.00

Engagement

Please share the number of STUDENTS your dept/prog/unit serves annually.

1,114

Please share the number of FACULTY your dept/prog/unit serves annually.

0

Please share the number of STAFF your dept/prog/unit serves annually.

0

Please share the number of ALUMNI your dept/prog/unit serves annually.

0

Please share the number of OUTSIDE STAKEHOLDERS your dept/prog/unit serves annually.

961

Any additional information or considerations you would like the S&A Committee to have:

Theatre is also a valuable resource in creating and enhancing diversity, equity, and inclusion at EWU. We produce plays that provide opportunities to engage in difficult dialogues, critical thinking, and acting for change. By providing opportunities to collectively engage difficult topics and challenging moments, we are taking a first step to change the dynamic of silence, inaction, and oppression. We want all our students to feel welcomed, seen and included. When we select our Theatre season, we try to center voices that are often marginalized. We try to encourage diverse participation throughout our program (onstage and backstage). We strive to create an environment in which students can develop a unifying bond as creators and audience members. Those bonds can help our students and community better communicate across our differences and find intersections in our lived experiences. Powerful Theatre education has a bearing for social justice both in its presence and absence.

We provide engagement opportunities for majors, minors and NON- MAJORS!!! All students at EWU can and often are directly involved in our public performance program (on-stage and backstage) and many more as audience members....often repeat audience members:)

Acknowledgment



I confirm that the details included in this budget request are accurate to the best of my knowledge and are fully aware of S&A Fee regulations.