

Willow Springs Mennonite Church

The Cotton Patch Gospel Food Project



CPG Food Project's mission is to creatively share the Gospel while raising funds and awareness to fight hunger.

Kentville Road P O Box 386
Tiskilwa, IL 61368
815 646-4287

5/5/2011

To organizations considering a CPG event,

Thank you for your interest in **CPG Food Project**, a ministry of Willow Springs Mennonite Church. With this letter are several pages of information to assist in the process of considering and hosting a presentation of "The Cotton Patch Gospel". This is a full length, two act musical written by Tom Key and Russell Treyz, with lyrics and music by Harry Chapin. Licensing for this show is through Dramatic Publishing in Woodstock IL and Sandy Chapin in Huntington NY.

The show is a one-man musical version, designed to be easily transported to a variety of settings so it can respond the fundraising needs of local food organizations. CPG has no paid staff and seeks to have licensing and transportation expenses funded prior to a show. This way 100% of all funds and/or food raised at the event from ticket sales and freewill offerings can go directly to organizations addressing local, national and world hunger.

While we see dealing with the issues of hunger, poverty and justice as a necessary response to a caring and compassionate Creator, we would not want our faith perspective to prevent us from working with the many fine organizations which do not share some aspect of that understanding. Hunger is an issue which transcends geographic, racial and faith boundaries. The solutions must also transcend. Again, thank you for your interest.

Sincerely,

Phil Kaufmann, "Matthew"

815-646-4889

ppkman@comcast.net

www.cpgfoodproject.org

The following is an excerpt from our program giving a background on the show and some insight into Phil Kaufmann's unique interpretation.

The Cotton Patch Gospel

This full length, two act musical experience has its origins in the vernacular translation of the book of Matthew, authored by Koinonia Farms founder Clarence Jordan.

Actor playwright Tom Key, inspired by Dr. Jordan's writing, further developed the story of how Joe Davidson and Mary Hagler raised the most miraculous human ever to be born in Gainesville, Georgia.

After hearing the original one-man show, renowned singer/songwriter Harry Chapin was inspired to write music and lyrics and turned the show into a toe-tapping musical.

Phillip Kaufmann first saw this show in 1984 and knew he wanted to do it someday. In 2000 he was part of the band in full cast, "Stage 212" production. This time around, Phil is taking the show back to its one-man roots with Harry Chapin's music for a one-of-a-kind show. He has finally figured out how to play more than two instruments at one time!

Harry Chapin devoted much of his talent and efforts toward the goal of eradicating hunger. **100% of Proceeds from this show support local food pantries, WHYHunger and MCC.**

For booking this fundraiser: Contact Phil at ppkman@comcast.net – 815-646-4889

Special thanks:

First, I would like to thank Tom Key for his quick response, encouragement, and support as I was brainstorming about this adaptation of his work.

Second, a very big thank you to Sandy Chapin for granting permission to record this portion of her late husband's work.

Third, to the members of Willow Springs Mennonite Church for taking this on, providing seed money, and the crew to run the show. A special thanks to Elaine Good for developing an internet presence and costume assistance.

Fourth, as a traveling show, I want to thank those people at the various locations who assist with set up, ticket sales, etc.

Finally, my biggest thanks to my wife Pam for putting up with my crazy schedule these last months, the strange repetitive sounds coming from the basement bedroom, and not looking over the credit card bills too closely until after I knew if this would work. I love you.

Behind the scenes:

Most of what you see in the show was created evenings and weekends at home over a two month period. First in the process was recording the instrument tracks - layering in the various instruments one at a time. Next the back-up vocal parts were recorded and original "scratch" lead vocal lines were dropped. After mixing and mastering, shooting the video began in the neighbor's basement. Next was loading all that into a video editing program and learning how to edit and synchronize it. (Apologies, due to time constraints the majority of audio & video clips are first & only cut.) Last but not least, was learning the script.

My personal firsts on this project: Playing the 5-string banjo, producing a multi-track recording, owning a video camera, importing and editing digital video. Needless to say, many prayers have been answered in this process!

Guidelines for CPG Food Project events

"Sponsor" refers to a local charitable entity wishing to raise funds for local and world hunger.

"Organization" (which may also be the **Sponsor**) refers to a local not-for-profit organization which provides direct service in the geographic area, impacting the food and diet of the local population.

"CPG" refers to the CPG Food Project, a ministry of Willow Springs Mennonite Church - P.O. Box 386, Tiskilwa, IL 61368. 815-646-4287. **"Event"** refers to a licensed presentation of the Cotton Patch Gospel, produced by special arrangement with Dramatic Publishing and Sandy Chapin.

1. **CPG Events** are for charity purposes only, to support not-for-profit local and world hunger organizations. **CPG** does not retain any **Event** funds, provide direct food programs, or compensate any personnel. Any equipment or organizational funds are raised separately.
2. All cash funds from ticket sales and/or free-will offerings are split 50% to the local food **Organization**, 25% to WHYHunger, and 25% to Mennonite Central Committee. The local **Organization** may opt for food contributions in lieu of their full or partial percentage. If not 50/25/25%, breakdown of funds and/or food will be determined prior to the **Event**.
3. The hosting **Sponsor** will seek internal or external funding prior to the **Event** to cover **licensing fees, transportation, publicity, programs, and any venue expenses** so that **100% of ticket sales and/or cash donations from a show will go toward the local and world hunger organizations**. Transportation expenses will be limited to mileage reimbursement and lodging (if needed). In order to minimize expenses, it is preferred that the **Sponsor** arrange any meals or lodging with host families. In no case will the cost of meals for **CPG** be considered a reimbursable expense. *Any **Event** funds raised by the **Sponsor** in excess of the above approved expenses are expected to be included in the distribution of funds brought in by the **Event** itself.*
4. The **Sponsor** will have a representative present for the counting of all cash receipts. In order to prevent **CPG** from traveling with or handling cash, it is preferred that the **Sponsor** issue a check to **CPG Food Project** for the amount of the cash and deposit cash in their local checking account. The deposit ticket should be made out and signed by **CPG** and the **Sponsor's** representative immediately following the **Event**. The check to **CPG** should be issued at the time the **Sponsor** assumes control of the cash receipts. **CPG** will wait to deposit the **Sponsor's** check until the cash has been deposited and will then issue a check to the local food **organization** (address and contact information to be supplied by the **Sponsor**). **CPG** assumes no responsibility for the legitimacy of the local **Organization**, but relies on the **Sponsor** to insure credibility. Receipts for ticket sales and free-will offerings must be kept separate for reporting to the licensing agent.
5. **CPG Food Project** is a ministry of Willow Springs Mennonite Church and receipts for tax purposes are available upon request.
6. While the "stage" size can be adjusted, an elevated area 18' by 18' allows for optimum projected image with room for acting in front. Corner configurations can be used as the projector sits on the floor in the back, center stage area. While front & center seats are best, current equipment provides a better view to the rear over far left and far right. Thus orienting lengthwise in a rectangular room is more desirable than crosswise. For typical presentations, house lighting is left up to provide light on the actor without washing out projected images. Normally set stage spot lights reduce visibility. **NOTE: CPG** needs access to the "stage" area approximately 2 hours before the show starts for set up and sound checks.
7. A 20 Amp, grounded circuit provides adequate power, but additional extension cords may be needed if it is not in the immediate area.

CPG Check List for Sponsoring an Event

1. Check that your expectations are consistent with CPG's desire to raise funds and awareness of local and world hunger. We know there are many good causes, CPG focuses on hunger.
2. Review "*Guidelines for CPG Food Project Events*" and discuss any questions or concerns. Reach consensus on goals for the event.
3. Resolve any questions regarding how funds and/or food will be handled and split.
4. Receive final permission from any board, committee, pastor or director overseeing the event and facility.
5. Finalize date(s), location(s) and time(s) with CPG. (CPG will handle licensing for the show.)
6. Find a funding source to cover licensing (normally \$65 – depends on ticket receipts) and transportation costs for "Matthew" & a tech person. (See "*Guidelines*" for more detail.)
7. Identify and contact any other organizations that might assist with or co-sponsor the event.
8. Determine what combination of ticket sales, free-will offerings, and/or food donations will be requested of attendees. CPG can provide a template for tickets if needed.
9. Work with CPG resources to develop materials and a plan for informing your intended audience (see separate sheet of "*Promotion Ideas*"). Specific information from your local organization should be included. CPG can provide information on WHYHunger and MCC.
10. Mobilize as many individuals and organizations as possible to encourage attendance.
11. Clear "stage" of furniture and prepare for setup approximately 2 hours prior to show time.
12. Provide at least 2 ushers per door to assist with taking tickets, directing to restrooms, etc.
13. Provide a local person to make announcements at intermission ("*Script*" provided by CPG).
14. Provide oversight of ticket receipts and offering buckets throughout the evening.
15. Provide at least one person to assist with counting cash, signing deposit ticket and writing a check for the cash receipts to CPG Food Project. (See "*Guidelines*" for handling cash.)
16. On final show in a venue, provide access to the facility for about 1 hour after patrons have left to allow for dismantling, packing and loading equipment.

CPG Promotion Ideas for an Event

1. From initial experience, the best way to get people to come to a show is to hear about it from someone who has seen it. It is a unique, fun and thought provoking presentation. If at all possible, have people from the sponsoring organization see the show prior to hosting.
2. There are many ways to spread the word about an upcoming show, but personal invitation seems to have the best results.
3. In addition to face-to-face invitations, the use of email, telephone and social media have been effective. The Cotton Patch Gospel Food Project has a facebook page where events are listed as soon as they are finalized. Those who use this medium can go to the page and quickly invite any (or all) of their facebook friends.
4. A poster with standardized art work can be downloaded and customized for an individual show from www.dramaticpublishing.com search for Cotton Patch and use link to poster - http://www.dramaticpublishing.com/FreePostersCat.php?products_id=305 This poster can be printed in color or B&W with specific show information. Please enter:

Presented as a one-man musical by:

Phil Kaufmann

Proceeds to local and world hunger

Then your specific date(s), Time(s) & Location

And contact/ticket information

(As an alternate, this information can be compiled in a word processor and then “cut & pasted” onto a blank print of the poster prior to mass producing. CPG can assist if needed.)

5. Posters can be distributed to local businesses, churches and public buildings.
6. Many local newspapers and radio stations will cover charity events. Consider a “press release” and ask to be included in any “community calendars”. An interview or information about the local program receiving benefit might be run just prior to an event.
7. If you are booking more than one show, try to get as many people as possible to the first show so they can help fill the house for later shows.
8. Tickets and freewill offerings. Most of our shows have had a ticket/admission price of \$10. This has worked well in conjunction with a freewill offering (publicized with the admission price). Giving has averaged an extra \$5/person. Selling an advance ticket presents logistic problems but does help people commit to attendance. We recognize that selling tickets may be a barrier to some church groups, and respect the sensitivity of the local community and sponsoring organization. If changing venues removes this barrier, then moving the show might be an appropriate idea to consider. CPG can provide a template for tickets if needed.