Boulder Arts Commission Retreat Agenda
October 16, 2019
PLEASE NOTE: The Retreat will be in session from 1:00 – 7:00 pm
Location: Boulder Museum of Contemporary Art, 1750 13th Street

1. CALL TO ORDER
   Approval of Agenda

2. REVIEW OF MINUTES

3. PUBLIC COMMENT

4. CULTURAL PLAN DISCUSSION 20 minutes

5. MATTERS FROM STAFF 10 minutes
   A. Questions about the Manager’s Memo – Matt
   B. Update on the 2020 budget – David
   C. ACTION: Approve Arts Commissioner Application for 2020

6. PUBLIC ART PROGRAM 60 minutes
   A. DISCUSSION: 2019 – 2020 Public Art Implementation Plan

7. GRANT PROGRAM 90 minutes
   A. ACTION: Grant Reports
      • Community Project Grant 2018, Motus Theater, UndocuAmerica Performance & Radio Project, $10,000
   B. ACTION: 2020 Grant Cycle Blueprint

8. 2020 WORK PLAN 30 minutes

9. MATTERS FROM COMMISSIONERS 30 minutes
   A. DISCUSSION: Position of the Arts Commission regarding Dance Organizations – Mark
   B. DISCUSSION: Annual Priorities Letter to City Council – Mark

10. Q&A WITH CITY MANAGER JANE BRAUTIGAM 30 minutes

11. Welcome and Tour of BMoCA, Dinner 45 minutes

12. GRANTS PANEL INTERVIEWS 45 minutes

13. ADJOURNMENT
CITY OF BOULDER
BOULDER, COLORADO
BOARDS AND COMMISSIONS MEETING
MINUTES

<table>
<thead>
<tr>
<th>Name of Board/ Commission:</th>
<th>Boulder Arts Commission</th>
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<tbody>
<tr>
<td>Date of Meeting:</td>
<td>September 18, 2019 at the Main Boulder Public Library, 1001 Arapahoe Ave.</td>
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<tr>
<td>Contact information preparing summary:</td>
<td>Celia Seaton, 303-441-3206</td>
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<tr>
<td>Commission members present:</td>
<td>Mark Villarreal, Erica Joos, Bruce Borowsky (note: Joos arrived at 6:10 PM)</td>
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<td>Commission members absent:</td>
<td>Kathleen McCormick, Devin Hughes</td>
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<td>Panel members present:</td>
<td>Sarah Braverman, Katharine Reece, Leah Brenner Clack</td>
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<td>Panel members absent:</td>
<td>Belgin Yucelen</td>
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<td>Library staff present:</td>
<td>Matt Chasansky, Office of Arts &amp; Culture Manager</td>
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<td>Lauren Click, Coordinator, Grants</td>
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<td>Mary Haan, Coordinator, Programs for Artists</td>
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<td>Mandy Vink, Coordinator, Public Art</td>
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<td>David Farnan, Director</td>
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<td>Celia Seaton, Administrative Specialist</td>
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<td>City staff present:</td>
<td>None</td>
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<td>Members of the public present:</td>
<td>Marla Schulz (The Spark), Stephanie Swartz, Madalene, and Heather (Phoenix Asylum), Dianela Acosta (Boulder Opera Company), and Elaine Schnabel (Boulder Chorale)</td>
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<tr>
<td>Type of Meeting:</td>
<td>Regular</td>
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**Agenda Item 1: Call to order and approval of agenda**

The meeting was called to order. Villarreal: due to commission attendance, the meeting began with discussion item C under Item 5 was moved ahead of other items that require a vote. There was nodding approval for this adjustment.

**Agenda Item 2: Review of Minutes**

**Item 2A, Approval/Review of August 2019 Meeting Minutes**

Villarreal asked the commission for changes or addendums regarding these minutes. Seaton noted that changes sent in by McCormick and Borowsky have been incorporated. Villarreal requested inclusion of his assurance that Cindy Brandle’s appeal won’t factor into future grant decisions as well as Borowsky’s observation of the appeal process. Joos moved to approve the August minutes as amended, Borowsky seconded, and the motion was unanimously approved.

**Agenda Item 3: Public comment**

Madalene spoke, representing Phoenix Asylum (a unique industrial/gallery makerspace in east Boulder existing for over a decade). She created space for “messy projects” spanning variety of media – e.g., glass, concrete, fabric. Phoenix Asylum is fully self-supported by rent model. Generally, there are 15-25 artists at a time renting space on stints from 3 months onwards. The organization serves many artists’ needs, particularly those of low income. Currently in a building facing redevelopment, so “top of mind” issue concerns future relocation amidst the dearth of available rental space in Boulder.

Villarreal welcomed the group to keep apprised of community news by continuing to attend Arts Commission meetings.

**Agenda Item 4: Public Art Program**

**A. ACTION: Relocation of Dragonfly Giraffe by John King to the Growing Gardens site on Jefferson Street and multi-use trail behind North Boulder Rec Center, 3170 Broadway – Vink noted next steps as finalizing conservation and contract, obtaining permits and contractors, and installation.**

Joos moved to approve that this process was properly conducted and recommended the relocation of John King’s Dragonfly Giraffe to Growing Gardens advance to the City Manager for final approval. Borowsky seconded, and the motion was approved unanimously.
In response to Borowsky’s query, Vink explained that a press release will announce the relocation once a more accurate timeline is established. Villarreal, noting a project to add an east-facing door for the Municipal Building, wondered whether there will be a public art component. Vink noted that as soon as the final budget is approved, it will indeed qualify for public art.

Agenda Item 5: Grant Program [0.29.19 Audio min.]

A. ACTION: Special Facilities Grant Capital Project Approval - The Spark. At the August meeting, commission approved the Special Facilities Grant for Spark’s application, which includes a capital improvement project. As staff neglected to request the additional approval for capital projects that is required by City Code (Section 14-1 “Arts Grant Program” B.R.C. 2017).

Joos moved that The Spark - Performing and Creative Arts’ capital construction project “The Spark Bathroom Construction” be approved for the Special Facilities Grant of $20,000. Borowsky seconded; the motion was approved unanimously.

B. ACTION: Unspent Grant Funds – Field Trip Fund Supplementary Transfer -Joos moved that $539 from the sponsorship fund be moved to the cultural field trips fund. Borowsky seconded, all were in favor, and the motion passed unanimously.

C. DISCUSSION: 2020 Grant Cycle Blueprint
   • Staff Presentation on Proposed Changes and Discussion with Panelists, and Commission Discussion – program progressing well; commission awarded 114 grants including 30 general operating support awards in 2019. Every year, commission reviews the program for improvement. Staff consulted with applicants (those awarded grants as well as those who were unsuccessful) over the past few months. This input, along with commission/panel feedback and staff observation, informed potential adjustments to the grants program to reduce the possibility of the following issues:
     o Unexpected biases in the scoring process due to viewing other’s rankings, similar issues in rescoring process
     o Competitive culture between organizations
     o Inequitable distribution of Professional Development Scholarships
     o Unvetted project proposals that include an Arts in Public Places component, leading to unfeasible completion.

Click indicated 2020 Cultural Grants Funding Structure options (see packet).

Villarreal advocated to City Council for an increase of commissioners from the current 5 to 7 (due to learning curve and retaining knowledge and increasing perspectives). Borowsky: “[generally,] bigger [groups he has served with] were less effective,” than smaller. Villarreal read comments from Yucelin, advising against continuing the 3-minute presentation model (see handouts). Clack agreed that the 3-minute presentation portion was unfavorably received – high pressure and less effective than the written response process, although she does value the face-to-face contact. Reece doesn’t favor public rescoring. Reece noted her willingness to serve as a panelist again.

Grant Program Structure – based on 2019 levels staff suggested that commission 1) consider quantity for CU Boulder scholarships (either one full scholarship or 3 at $2,000 each), 2) reconsider quantity for Community Projects for Individuals, and 3) reinstate an admin line for commission ticket fund and contingency (~$1,000). Joos would rather the funds for the ticket fund go to Professional Development or some other grant funding. Villarreal would like to “dial down” to where the money would be most beneficial. Time factors in more than finances for commissioners trying to get to events. Suggestion of debriefing upcoming events at the meeting to assist commissioners with committing to attendance.

Staff recommends continuing to engage with the Human Relations Committee (HRC) to partner on their grant programs. Joos suggested an advisory meeting with HRC to gain perspective of funding need. Farnan noted the public dismay resulting from the shift of funding away from Indigenous People’s Day.

Staff requested the $250,000 funding (this year’s Special Facilities Grant) as ongoing in 2020.
Regarding process improvements, staff recommended blind scoring in both rounds and making the second round written. Borowsky: as someone who has applied for grants, the current process is not working, “especially relative to rescoring and public answering of questions.” Farnan explained that the rescoring process was intended as a measure of transparency. Reece favors retaining this step but shifting it be a written process – also prefers blind rescoring. Borowsky voiced his appreciation of the face-to-face contact meeting the applicants. He suggested an initial proposal encompassing first broad strokes, with subsequent request for more detailed applications (perhaps 3-min presentations). He suggested incorporating non-public meetings. Borowsky doesn’t favor the concept of rescoring. Joos favors written process; she suggested seeking other opportunities for contact with the artistic community in a non-competitive environment. Reece noted that rescoring allows for a learning curve on both sides of the table. Villarreal favors rescoring because it provides opportunity for explanation.

Villarreal gathered valuable input during his ongoing discussions with Boulder International Film Festival, Boulder Philharmonic, Jaipur Literature, Local Theater, Boulder Opera, and Open Studios. “Scores of 5 are not a good score” – and as no commissioner comments are required, it can be difficult for applicants to figure out how to raise it. Commission must consider explaining themselves at a lower threshold. Three-minute presentation characterized as a “cage-match to the death” – all wish this discontinued. Onerous application process especially for amounts under $10,000. Regarding character count, Villarreal suggested emphasizing that applicants need not reach character maximum to respond. Better communication needed to clarify that receiving monies for rental assistance, professional development, cultural field trips, office relocation funds etc., will not weigh against other grant decisions. Villarreal relayed an inequity felt by organizations who do not incorporate ticket sales: no way to increase organization’s budget and potentially move into another tier of funding. Villarreal responds that there are fewer of these larger grants, “the grass is not always greener.” Stressed that criticism from the arts community shapes the future efficacy of the Arts Commission – he doesn’t want anybody to be “intimidated” away from useful input.

Discussion of improved training for commission/panel, rescoring cap (to reign in enormous shifts - “in three minutes score can change 25%”), report shortening, and sending comments to applicants individually (versus one shared document).

Villarreal: dance got short end of the stick this year for grants. He referenced Le Salon des Refusés of 1863 (“exhibition of rejects” - works excluded by the jury of the official Paris Salon by such masters as Manet, Whistler, and Cezanne). Villarreal suggested equity grants to make up for the neglected disciplines from this year (despite qualifying for funding, not enough monies to distribute to all). Would like to explore potential inequity, whether or not something can be done. Borowsky noted his similar observation. Farnan clarified that commission’s charge does not require an equal distribution across media- he noted the mix of discipline represented by the commission members.

Staff suggested limiting Professional Development applications to one per person annually and adding a checkbox to applications regarding public art. Staff recommend continuing with administrative approvals for Professional Development Grants in 2020; commission appeared favorable.

Regarding GOS Liaisons, staff presented options (e.g., liaison positions only for commissioners with no required reports, commission/staff host open hours around town, ticket fund reinstated with liaisons trying to attend an event annually for each, or keeping as is). Villarreal “not big on reporting,” would like to additionally serve as liaison with local theater organizations.

Reece: volunteer opportunities that have a large time commitment require economic privilege. Suggested providing a stipend panelist position. Farman: legalities must be researched.

Click noted next steps as reviewing language with CAO, panel applications and interviews on October 16th, and Grant Information Sessions planned for November 14th and December 11th.
- Public Hearing – Schnabel went through the process last time; she felt the onus heavy on the applicants to answer exactly what was asked in the way it was asked during the presentation portion, and “then the scoring went crazy… after these oral arguments.” In favor of blind scoring and the written process. Schulz wondered about the bias of charisma factoring into requirement of meeting with people from the organizations. Acosta noted small company size and the difficulty sending an ambassador to attend a meeting and discuss, “seems like a bit much to expect for the smaller grants.” Schulz relayed her confusion as an applicant around what portion of the $250,000 Special Facilities Grant to apply. Schulz wondered where to direct feedback. Click welcomed input or noted that it can be sent to commission. Villarreal clarified that if sent to commission, email becomes public record; not so if sent to staff.

D. DISCUSSION:
- Application and Process for Selecting the 2020 Grants Panel Members – Staff will post the approved application online. Commission requested that staff be sure to publicize this application widely to ensure a diverse applicant pool.

### Agenda Item 6: Matters from Commissioners [1.47.32 Audio min.]
Villarreal still awaiting resolution around Todd Reed’s check to Boulder Metalsmithing – Click will reach out.

Villarreal desires receiving more details about the current/projected Public Art projects and Vink’s workload.

### Agenda Item 7: Matters from Staff [1.55.40 Audio min.]

A. Questions About the Manager’s Memo

B. 2020 Budget – Farnan announced first reading with opportunity for public comment on October 1st. Much can shift between the first and second reading.

C. Boulder Arts Week – Click presented on Boulder’s only large-scale, inclusive celebration of arts/cultural offerings (see handouts). 2019: over 300 events with over 16,000 attendees. “Business champions” made successful cross-promotional partnerships. Next year’s Boulder Arts Week set for March 27 - April 4, 2020. Continued featured and inclusive events, banners on Pearl (climate change theme); new/improved for 2020: custom cocktails and coffee stencils, partnership with Art Sticks, more visuals, and highlighting artists.

D. October Retreat Details – October meeting is set at the Boulder Museum of Contemporary Art (BMoCA) on October 16th from 1-7 PM – Three Leaf Catering – special performative gift procured by Click. More details forthcoming with agenda to be discussed with commission well in advance.

### Agenda Item 8: Adjournment [2.06.20 Audio min.]
There being no further business to come before the commission at this time, the meeting was adjourned.

**Date, time, and location of next meeting:**

The next Boulder Arts Commission meeting will be replaced by the annual retreat, held from 1-7 PM at the Boulder Museum of Contemporary Art, on Wednesday, October 16, 2019.

**APPROVED BY:**

_________________________  **ATTESTED:**

Board Chair  

_________________________  

Board Secretary  

_________________________  

Date  

_________________________  

Date
1. Notes on the October Agenda

> Please note the meeting will be off site: at the Boulder Museum of Contemporary Art, 1750 13TH Street. The meeting will begin at 1:00 pm and run for approximately 6 hours.

> 4, Cultural Plan Discussion – Staff will be facilitating a discussion about the Community Cultural Plan, and specifically what the members feel is their role and the principles that are a priority for their work. The goal is to build an alignment of perspectives that will help the Arts Commission to conduct thoughtful discussions and make effective decisions. It may be helpful to review [the Community Cultural Plan executive summary](#) in preparation for considering these questions:

1. The Community Cultural Plan is a strategic plan for changing the way our municipal government acts. It is not about outcomes. Given that approach, and what commissioners know about the community, what does the Commission anticipate for the arts community through the year 2024? How does the Commission support that trajectory?

2. The Community Cultural Plan began implementation on January 1, 2016. What has changed since then? Does the Arts Commission need to consider new circumstances?

3. What is the personality of the Arts Commission? How does that support, or perhaps distract, from the success of the Community Cultural Plan?

> 6A, 2019 – 2020 Public Art Implementation Plan – This plan is essentially a biennial work plan to guide for staff in initiating and coordinating public art projects. In other communities, it is known as a “public art master plan.” During the meeting, staff will provide a summary presentation about the update to the implementation plan along with a series of questions to advise the next steps in community inquiry. The approval of the implementation plan is expected to be on the agenda of the January 2020 Arts Commission meeting.

> 7B, 2020 Grant Cycle Blueprint – In Attachment Two, please find a preview of this agenda item’s staff presentation. Then, in Attachment Three, please find draft documents for the 2020 cycle including: budget, guidelines, a sample application, scoring system, and the schedule. For expediency, staff is providing only the application for the arts education grant category. Approved changes will be implemented across all other categories. During the meeting, the Arts Commission will be asked to provide some final advice before approving the final budget, scoring system, and schedule. By doing so, staff will have the approval needed to implement the program and publicize the first applications.

> 9, Annual Priorities Letter to City Council – To help with this discussion, please find the 2018 letter to City Council in Attachment Four.

> 12, Grants Panel Nominee Interviews – In Attachment Five, please find the application forms for nominees to the Cultural Grants Program panel. During the meeting, each commissioner will be asking one question for all nominees to answer in turn. Please be prepared with your question.

2. Commission Correspondence

In Attachment Six, please find copies of email correspondence received by the Boulder Arts Commission during the period between the publication of the September 2019 and October 2019 packets.
3. Staff Updates

Members of the Arts Commission and staff will be attending the Grantmakers in the Arts annual conference on Oct 13 – 16.

Staff continues to support the city team and the committee at the Boulder Museum of Contemporary Art to explore expansion options.

Staff continues to work with the Library and Arts Department and the Executive Budget Team on the proposed 2020 Budget. Council will hold the second public hearing on the budget on October 15. Staff will provide an update during the Commission meeting.

Public engagement is ongoing for alternatives of the Alpine Balsam area plan. More information can be found at the project website.

Work continues on the East Boulder Subcommunity Plan. More information can be found at the project website.

Staff continues to work with the Climate Commitment Office on a response to the climate crisis. More information will be provided during the October meeting.

The Office of Arts and Culture is collaborating with the Boulder County Arts Alliance to host the next quarterly meeting of the Colorado Arts Funders group at eTown on October 30, 2019. The focus of discussion will be the role of culture in the climate crisis.

> Public Art Program

Please join us to welcome Sara St.Clair, who started as an intern with the Public Art Program at the beginning of September. Sarah will be helping with outreach and the website. Also, please spread the word that staff continues to seek interns for 2020 to support with collection records.

Staff will be co-presenting at Colorado Creative Industries Creative Placemaking Summit on October 24, highlighting Jasmine Baetz Los Seis and CU’s ENVD Program Community Living Room University Hill project.

Staff is in review of city-wide capital projects for applicability to the percent for art rule and inclusion in 2020 Public Art Implementation Plan. The budget and proposed projects will be reviewed by the Arts Commission at upcoming meetings as review and approval of the 2020 Public Art Implementation Plan.

Congratulations to the University of Colorado ENVD 3300 Praxis team, and their professor Marcel de Lange, whose design for Oculus / Community Living Room received the recipients of the People’s Choice Award for the 2019 Month of Modern: [http://www.monthofmodern.com/community-livingroom/](http://www.monthofmodern.com/community-livingroom/).

The public art program is supporting a mural at the Dairy Arts Center which is a component of Street Wise: a city-wide mural festival. Artist LMNOPI selected and approved by standing selection panel with her mural honoring Sarah Ortegon. A mural dedication will be held Saturday, Oct. 12 in conjunction with Indigenous Peoples Day. More information: [https://www.streetwiseboulder.com](https://www.streetwiseboulder.com) and [https://thedairy.org/2019/10/07/celebrating-indigenous-peoples-day/](https://thedairy.org/2019/10/07/celebrating-indigenous-peoples-day/)

Public Art Commissioning Updates:
- Diagonal Highway (Christian Muller/Totems): Installation.
- Civic Area 11th St. Spine Signature Artwork (Adam Kuby): Final Design. Floodplains permit anticipated to be submitted once FEMA LOMR is received; staff continues to review potential budget adjustments, supplemental funds, and value engineering to mitigate the costs of project timeline delays. [www.adamkuby.com](http://www.adamkuby.com)
- University Hill (ENVD 3300 Praxis): Final Design. Permit resubmittal is underway and project installation timeline will be determined once permitting feedback is received; anticipated install 2020 spring semester or 2020 Maymester.
- North Broadway (Sharon Dowell): Preliminary Design/On Hold. Dowell is building a project timeline based on concurrent construction projects: Broadway construction tracking for completion Spring 2021, library construction tracking for completion late 2021.
- Arapahoe Underpass (Michelle Sparks): Final Design – Project is officially in final design while working to find electrical subcontractor. Anticipated install is Q3 2020. http://michellemsparks.com
- Urban Design - Foothills Underpass (Carolyn Braaksma): Fabrication complete. The parent project team is reviewing opportunities for formliner placement https://www.braaksmadesign.com/
- NoBo Library (Daily Tous Les Jours): Contracting. www.dailytouslesjours.com;
- Scott Carpenter Park: Pre-selection.
- Fire Station 3: Pre-selection
- CAGID Garage Art Public Art Program: On Hold

Community-Initiated Projects Updates:
- **Strength from Within** by Melanie Yazzie, Mark Addison Donation: Temporary installation complete; permanent install: permit application review underway, soliciting subcontractor for foundation, schedule determined once these two items are complete
- Tim Eggert Memorial Donation: Pre-approval Process/On Hold. Working to understand permitting requirements for proposed artwork.
- Nobel Circle Donation: Pre-approval Process. Fundraising, project development, and working to understand permitting requirements for proposed artwork
- Rotary Club Donation: Pre-approval Process. Working to understand permitting requirements for proposed artwork and project timeline; community feedback during 100-year event of 9/21
- Gordon Gamm Donation: Pre-approval Process – members from the standing selection panel and Park and Recreation Advisory Board (PRAB) met with Mr. Gamm to review the works he’s interested in donating. This team of parks and arts commissioners will be providing recommendations to the full standing selection panel and the Arts Commission in the coming month.

Maintenance and Conservation:
- The public art collection will be featured on the www.boulderarts.org website this fall
- Beehive (city-wide asset management system for maintenance coordination): On hold/capacity
- 2019 Condition Report is complete; review of conditions and anticipated costs to conduct maintenance and conservation for 2019-2020
- RFP’s for conservation and maintenance will be distributed in Q4 2019 based on budget availability
- Relocation and condition report of 2D collection: On hold as budget needed to be reallocated to other projects; hope to revisit in Q4
- **Dragonfly Giraffe** (John King): conservation, permitting, and subcontractor solicitation underway
- **Untitled** and unattributed sculpture park sculpture: Successfully reinstalled with new foundation/footers
- Collection Open Source: On hold/capacity

Staff continues to support Urban Design of Broadway reconstruction.
In Attachment Seven, please find a current five-year program budget for public art commissioning. A handful of projects are anticipated to have a funding gap. Staff are working to identify possible budget supplements while also exploring re-designs or other efficiencies within the project budgets.

> Grants and Programs for Organizations

Planning is underway for the next Cultural Organizations Summit
Thursday, November 7
5 to 6:30pm
Location: The Spark Performing & Creative Arts, 4847 Pearl St Suite B4
The subject of this quarterly summit will be 2020 funding opportunities. Representatives from Scientific and Cultural Facilities District, the Boulder County Arts Alliance, the Community Foundation, the Boulder Convention and Visitors Bureau, the City of Boulder Human Relations Commission, and the Boulder Arts Commission will provide information about their upcoming grants. Please help us spread the word to the staff and board members of Boulder nonprofits.

The following Professional Development reports were approved prior to the meeting:
- Camila Montoya, SATE Conference (Story + Architecture + Technology = Experience), Seattle, WA, $1,000
- Alex Milewski, Floor Flow Level 2 Teacher Training, Boulder, CO, $500

Merlyn Holmes had received a professional development grant for $1,000 to attend the Applied Improvisation Network 2019 World Conference: Communicating Beyond Borders and Barriers in Stony Brook, NY. Unfortunately, Ms. Holmes became very ill and was not able to attend. Of the $800 payment she received, $316.61 were not refundable. Therefore, staff has approved the refunding of $483.39 to the grants budget.

All reports and applications which have been approved by staff are available for commissioners’ review.

In Attachment Eight, please find a current grants program budget.

> Programs for Artists

Staff was invited to speak at a seminar class in the CU Department of Theatre/Dance with other community resources and individuals to share advice and experiences with students about life after graduation.

Please mark your calendars for the annual Dance Showcase:
Saturday, Nov 2
11 am to 5 pm
And, Sunday, Nov 3
1 -5 pm
The Canyon Theater at the Boulder Main Library, 9th Street and Canyon
Please join us if you can, anytime! For more information, please visit the Office of Arts and Culture website.

Planning is underway for future Artist Forum gatherings.

Staff continues to collect information, update the Dance Bridge webpage and to email monthly e-newsletters.

> Creative Neighborhoods

The 2019 Mural Artist Roster is complete and available for residents and businesses.

Staff continues preparation to open the second round of the Creative Neighborhoods Mural Program. The application for residents is anticipated to open during Boulder Arts Week next March.
The NoBo Art District has selected artist Jason Graves for the neighborhood murals at 4949 Broadway. This was a project sponsored by the Office of Arts and Culture administered by the Art District.

Staff is supporting the Transportation Department for a mural project in the San Juan del Centro neighborhood.

Casey Middle School will install a “paint the pavement” project on 13th Street intersections at North and Portland. As a “temporary exhibition” the Arts Commission has delegated approval to the public art technical review committee and standing selection panel. That review and approval is complete. Expected completion will be on or after October 20.

> Programs for Youth Leadership

The Office of Arts and Culture is supporting Open Studios for their high school program; a project initiated by a local youth leader. For more information, please visit the Open Studios website.

> Civic Dialog and Boulder Arts Week

Planning for the 2020 Boulder Arts Week continues.

Work continues on the division newsletter and social media.

> Creative Economy and the NoBo Art District

Staff is in discussion for two potential applicants to the Office Relocation Sponsorship. Once letters of interest are received, the sponsorship subcommittee will work with staff to review and approve the sponsorship.

The campaign committee working on a business improvement district in the NoBo Art district has reconvened in anticipation of putting the proposal on the ballot in November 2020.
ARTS COMMISSION

Annual Application 2019

Date:

Staff Liaison: Matt Chasansky (303) 441-4113

The Arts Commission consists of five members appointed by City Council, each to a five-year term. The Commission promotes and encourages programs in the performing, visual and literary arts.

Meetings are held the third Wednesday of the month at 6:00 PM in the Main Boulder Public Library.

The City of Boulder believes that a diverse work force adds quality and perspective to the services we provide to the public. Therefore, it is the ongoing policy and practice of the City of Boulder to strive for equal opportunity in employment for all employees and applicants. No person shall be discriminated against in any term, condition or privilege of employment because of race, national origin, religion, disability, pregnancy, age, military status, marital status, genetic characteristics or information, gender, gender identity, gender variance or sexual orientation.

The Boulder City Charter requires representation of both genders on City Boards and Commissions.

Name:

Home Address:

Home Phone:

Mobile Phone:

Work Phone:

Email:

Occupation:

Place of Employment / Retired:

Do you reside within Boulder City limits?:

Attachment One
Draft Art Commissioner Application 2020
When did you become a resident of Boulder?:

1. What qualifications, skill sets and relevant experiences do you have for this position (such as education, training, service on governing or decision-making boards, etc.) that would contribute to you being an effective board member and community representative?

2. Have you had any experience(s) with this Board or the services it oversees?

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members.

4. List all potential conflicts of interest you might have with respect to the work of this board.

5. What art discipline(s) do you represent? How would you fairly consider the needs of the entire arts and/or cultural community?

6. What are your ideas to (a) support the visual and performing artists in our community (b) encourage artistic cultural innovation and (c) increase awareness of, participation in and access to the arts/culture?

7. How should the city promote multicultural expression and participation in the arts and culture?

8. Funding for public art comes from multiple sources including the Community, Culture and Safety Tax and a required 1% of certain municipal construction projects. All those funds generate about $300,000 to $600,000 per year. What would be your priorities for spending the public art funds?
2020 Grant Cycle Blueprint, Part 2
Boulder Arts Commission – October 16, 2019

Agenda

• Review and discussion
• Arts Commission asks clarifying questions
• Public comment
• Final discussion and guidance for staff
Topics for Discussion

- Grant Program Structure
- Process Improvements
- 2020 Grant Schedule
- Coming Up

2020 Cultural Grants Funding Structure Options
See excel document
Grant Program Structure

To consider:
  • Partnership with HRC / Equity Grant
  • Funding structure
  • Additional $250,000

• Create a Sponsorship Program in collaboration with the Human Relations Commission grant process for Indigenous People’s Day, Martin Luther King, Jr. Day, and another event

• Equity funds can be dedicated to other options
  • Supplementary GOS funds
  • Leadership programs, speaker series
  • Other topics?

Grant Program Structure

To consider:
  • Partnership with HRC / Equity Grant
  • Funding structure
  • Additional $250,000

Based on 2019 levels, staff recommends:
  • Reconsider CU Boulder Scholarships quantity
    • One full scholarship or
    • 3 scholarships at $2,000 each
  • Reconsider Community Projects for Individuals quantity
  • Reconsider Professional Development quantity

CITY OF BOULDER OFFICE OF ARTS + CULTURE
Grant Program Structure

To consider:
- Funding structure
- Partnership with HRC / Equity Grant
- Ongoing $250,000

- $250,000 as ongoing is pending
- Staff recommends option A:
  A. Fund the Extra large and Large GOS applicants that were above the threshold but were not funded in 2019. If so, Commission would review updated applications
  B. Offer a new round of GOS applications
  C. Offer a Special Facilities Grant again

Process Improvements

- Blind scoring in both rounds
- Improved training for Commission and Panel
- Staff will send comments to applicants individually versus in one large document
- Will not shorten reporting
- Small grants (less than $1,000) do not impact Encouragement Points?
Process Improvements

- Professional Development applications will be limited to one per person annually
- There is now a checkbox in the applications for public art
- Annual mixers before a Cultural Organizations Summit for face to face time with grantees

Grant Schedule

- Professional Development Grants are on administrative approval
- Two versions – one with the written response and one with an LOI process. Next slide has pros and cons
Grant Schedule Pros and Cons

Written Response
- Shorter turnaround time for funding
- Grants finalized earlier in the year
- Similar to current process so no new texts
- Equal chance to make their case
- Scored feedback

Letter of Intent (LOI) Process
- Longer overall process
- Less work initially for applicants
- More time for panel review
- Potential rebuke from applicants declined in second round

GOS Liaisons
- Liaison positions but only for the Commission members
- Commission or grantee may reach out as necessary to their liaison
- Reports are not required
- Staff will offer a calendar of events at each meeting for the Commission to plan to attend
Next Steps

• Grant Info Sessions – **we need volunteers!**
  • Thursday, November 14 at 4 pm at the Canyon Meeting Room in the Boulder Public Library, 1001 Arapahoe Ave.
  • Wednesday, December 11 at 11:30 am at The Nomad Playhouse, 1410 Quince Ave

• Calendar of upcoming events
• Panel training
2020 Grants and Meetings Schedule
V.1. Written Responses
October 30, 2019

October 15, 2019 - City Council budget approval at meeting

November and December 2018
- Info session - Thursday, November 14 at 4 pm at the Canyon Meeting Room in the Boulder Public Library, 1001 Arapahoe Ave.
- Info session - Wednesday, December 11 at 11:30 am at The Nomad Playhouse, 140 Quince Ave
- Panel training - TBD

General Operating Support Reports
- Friday, January 31, 2020 at 11:59 p.m.
- February 14 – January at the Arts Commission meeting

Community Project Grants – Individuals
- Monday, January 20, 2020 at 11:59 p.m. – Deadline for applications
- January 21 to 27 – Review by staff for eligibility and revision by applicants if necessary
- January 27 to February 10 – Preliminary review and score by panel (15 days)
- February 10 to 24 – Score processing by staff
- February 14 – Preliminary scores and comments sent to applicants via email
- February 14 to February 21 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at click@boulderlibrary.org by Friday, February 21, 2020 at 11:59 pm.
- February 21 to February 26 – Response processing by staff
- February 26 – Responses sent to panel
- February 26 to March 11 – Final review and score by panel (15 days)
- March 11 to March 16 – Processing of final scores
- March 16 – Final scores sent to applicants via email
- March 18 – Arts Commission meeting, discussion and final decisions on grants

Community Project Grants – Organizations
- Monday, February 17 at 11:59 p.m. – Deadline for applications
- February 18 to March 2 – Review of eligibility and revision by applicants if necessary
- February 24 to March 9 – Preliminary review and score by panel (15 days)
- March 9 to 13 – Score processing by staff
- March 13 – Preliminary scores and comments sent to applicants via email
- March 13 to March 20 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at click@boulderlibrary.org by Friday, March 20, 2020 at 11:59 pm.
- March 20 to 25 – Response processing by staff
- March 25 – Responses sent to panel
- March 25 to April 8 – Final review and score by panel (15 days)
- April 3 to 13 – Processing of final scores
- April 13 – Final scores sent to applicants via email
- April 15 – Arts Commission meeting, discussion and final decisions on grants

Professional Development Grants, Round One
- January 1, 2020 - Applications open
- Monday, February 17 at 11:59 p.m. - Deadline for applications
- February 17 to March 3 - Staff review of applications (15 days)
- March 3 - Notification of decisions

**Arts Education Project Grants**
- Monday, March 23 at 11:59 p.m. - Deadline for applications
- March 24 to 30 - Review by staff for eligibility and revision by applicants if necessary
- March 31 to April 13 - Preliminary review and score by panel (15 days)
- April 13 to 17 - Score processing by staff
- April 17 - Preliminary scores and comments sent to applicants via email
- April 17 to 24 - Applicants prepare and send written responses to the panel's questions. The written response should be emailed to Lauren Click at click@boulderlibrary.org by Friday, April 24, 2020 at 11:59pm
- April 24 to 29 - Response processing by staff
- April 29 - Responses sent to panel
- April 29 to May 13 - Final review and score by panel (15 days)
- May 13 to 18 - Processing of final scores
- May 18 - Final scores sent to applicants via email
- May 20 - **Arts Commission meeting** - Discussion and final decisions on grants

**Professional Development Grants, Round Two**
- Tuesday, February 18 - Applications open
- Monday, May 18 at 11:59 p.m. - Deadline for applications
- May 18 to June 2 - Staff review of applications (15 days)
- June 2 - Notification of decision

**Equity Grant application** - timing dependent upon partnership with the Human Relations Commission

**2019 CU Boulder Graduate Certificate in Arts Administration Scholarships**
- Thursday, July 24 at 11:59 p.m. - Deadline for applications
- July 24 to July 31 - Review by staff for eligibility and revision by applicants if necessary
- July 31 to August 19 - Review by Arts Commission (18 days)
- August 19 - **Arts Commission meeting** - interviews and final decisions on scholarships

**Professional Development Grants**
Two deadlines. These are awarded by Office of Arts and Culture staff on a set of criteria, and on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.

**Rental Assistance Funds (Boulder venues)**
1st of each month at 11:59 p.m. - Year-round deadline for applications. These are awarded on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline. $18,000 is available for funding on January 1, 2020 until funds are exhausted.

**Macky Free Rental & Supplementary Funds**
1st of each month at 11:59 p.m. - Year-round deadline for applications. These are awarded on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.
Cultural Field Trip Fund
1st of each month year-round deadline for applications. There are awarded on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.

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2020 Boulder Arts Commission MEETING CALENDAR

Boulder Arts Commission meeting - Wednesday, Jan. 15
Boulder Arts Commission meeting - Wednesday, Feb. 19
Boulder Arts Commission meeting - Wednesday, March 18
Boulder Arts Commission meeting - Wednesday, April 15
Boulder Arts Commission meeting - Wednesday, May 20
Boulder Arts Commission meeting - Wednesday, June 17
Boulder Arts Commission meeting - Wednesday, July 15
Boulder Arts Commission meeting - Wednesday, Aug. 19
Boulder Arts Commission meeting - Wednesday, Sept. 16
Boulder Arts Commission meeting - Wednesday, Oct. 21
Boulder Arts Commission meeting - Wednesday, Nov. 18
Boulder Arts Commission meeting - Wednesday, Dec. 16
2020 Grants and Meetings Schedule

October 15, 2019 - City Council Budget approval at meeting

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- Info session - Thursday, November 14 at 4 pm at the Canyon Meeting Room in the Boulder Public Library, 1001 Arapahoe Ave
- Info session - Wednesday, December 11 at 11:30 am at The Normal Playhouse, 1410 Quince Ave
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General Operating Support Reports
- Friday, January 31, 2020 at 11:59 p.m.
- February 19 - Review at the Arts Commission meeting

Community Project Grants - Individuals
- Monday, January 20 at 11:59 p.m. - Deadline for LOI
- January 21 to 27 - Review by staff for eligibility and revision by applicants if necessary
- January 27 to February 10 - Preliminary review and score by panel (15 days)
- February 10 to 14 - Score processing by staff
- February 14 - Letters sent to applicants via email regarding second round
- February 14 to March 13 - Invites complete the full application
- March 13 to 18 - Responses sent to panel
- March 18 to April 8 - Final review and score by panel (22 days)
- April 8 to 13 - Processing of final scores
- April 13 - Final scores sent to applicants via email
- April 15 - Arts Commission meeting, Discussion and final decisions on grants

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- February 18 to 24 - Review by staff for eligibility and revision by applicants if necessary
- February 24 to March 9 - Preliminary review and score by panel (15 days)
- March 9 to 13 - Score processing by staff
- March 13 - Letters sent to applicants via email regarding second round
- March 12 to April 17 - Invites complete the full application
- April 17 to 22 - Response processing by staff
- April 22 - Responses sent to panel
- April 22 to May 13 - Final review and score by panel (22 days)
- May 18 - Processing of final scores
- May 18 - Final scores sent to applicants via email
- May 20 - Arts Commission meeting, Discussion and final decisions on grants

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- January 1, 2020 - applications open
- Monday, February 17 at 11:59 p.m. - Deadline for applications
- February 17 to March 3 - Staff review of applications (15 days)
- March 3 - Notification of decisions
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- March 24 to 30 – Review by staff for eligibility and revision by applicants if necessary
- March 31 to April 13 – Preliminary review and score by panel (15 days)
- April 13 to 17 – Score processing by staff
- April 17 – Letters sent to applicants via email regarding second round
- April 17 to May 15 – Invites complete the full application
- May 15 to 20 – Response processing by staff
- May 20 – Responses sent to panel
- May 20 to June 10 – Final review and score by panel (22 days)
- June 10 to 15 – Processing of final scores
- June 15 – Final scores sent to applicants via email
- June 17 – Arts Commission meeting. Discussion and final decisions on grants

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- Tuesday, February 18 – applications open
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1st of each month at 11:59 p.m. year-round deadline for applications. These are awarded on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.

Cultural Field Trip Fund
1st of each month year-round deadline for applications. These are awarded on a first come, first served basis. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.

------------------------------------------
2020 Boulder Arts Commission MEETING CALENDAR

Boulder Arts Commission meeting - Wednesday, Jan. 15
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Boulder Arts Commission meeting - Wednesday, Sept. 16
Boulder Arts Commission meeting - Wednesday, Oct. 21
Boulder Arts Commission meeting - Wednesday, Nov. 18
Boulder Arts Commission meeting - Wednesday, Dec. 16
Grant Application Guidelines & Process

DRAFT

Before beginning the application process, review the eligibility requirements and grant program descriptions by visiting the Office of Arts & Culture's website.

HOW TO APPLY

1. Review the application in full at Office of Arts & Culture's website.
2. Log onto the Boulder Arts Commission at our grant portal. If you have not logged on before, make a profile. Applications must be submitted using our online grant application. We encourage you to watch the training video for instructions on registering and applying online.
3. Complete the application by 5:00 p.m. on the day of the deadline.
4. Look for an automated email message confirming receipt of your application.
5. After the deadline, staff will send all applications to the panel for scoring and comments. The panel consists of the five City Council-appointed Boulder Arts Commissioners and four members of the community.
6. You will receive notification that the panel's scores and comments on your application are available. Please review their scores and comments and prepare a 3-minute presentation for the Arts Commission meeting specified in the application.
7. At the meeting, the panel will hear all applicant presentations. The panel will then review the applications, discuss the scores, and make final decisions on the grants.
8. If you are awarded a grant, staff from the Office of Arts & Culture will contact you to complete any necessary paperwork.

ADDITIONAL INFORMATION ABOUT APPLICATION

1. Grant workshops. Attendees at a grant workshop is highly encouraged. Contact the grants coordinator with any questions you may have for the application process.
2. Application submission. Submit your application online no later than 11:59 p.m. on the deadline. Applications are made through the Office of Arts & Culture's website.
3. Staff review. Staff will review all applications for completeness and conformance with grant requirements.
4. Grant review. Staff will review all applications if any revisions are necessary.
5. Panel review. During the review process, the scoring of all the online panel system until the finalists are approved, the members of the panel may not be contacted through any means by applicants and/or their surrogates.
6. Questions or concerns about application. Applicants with questions or concerns about the status of their application may contact staff, who will then at the discretion communicate with the panel members. Communications will not be passed on to panel members. Important: The application is intended to lobby the panel members in favor of an application or b) will purposefully or inadvertently interfere with the stewardship of the grants program.
7. Preliminary panel review and scoring. Panel members score the applications. The panel members are also encouraged to add any questions or comments to their score, which can be useful in preparing their presentations. An explanation of the scoring system and the rubrics used in the application are included here.

8. Preliminary scores. Applicants will be notified when scores are available.

9. Preparation of 3-minute presentations. Applicants have 3 minutes to prepare a 3-minute presentation. The presentation is intended to add to the information found in the application based on the comments and questions of the panel. Please do not repeat the information in your application. Use your presentation to directly answer concerns or questions the panel has, or to give new information about your project/program that will make your application stronger. These presentations are not mandatory, so if there are no concerns to address, it is not necessary for you to speak. To ensure fair and consistent presentations, you may not choose a slideshow, video, or distribute printed materials during the presentation.

10. Applicant presentations. The applicants make their 3-minute presentations at the Boulder Arts Commission meeting. A schedule of presentation meetings is on the website. The Commission Chair will be tasked with keeping the presentations limited to 3 minutes to allow for an equitable amount of time for all applicants as well as for the final approval process.

11. Scoring of grant applications. At the Boulder Arts Commission meeting, the panel scores the grants based on your 3-minute presentations.

12. Funding decisions. The Boulder Arts Commission makes final decisions on Community Project Grants, Arts Education Grants, Professional Development Grants, and Operating Grants.

13. Thanking City Council. It is suggested that all grant recipients write to the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant was used, and the difference it will make to your organization. Please include the name of your event or program. Visit the City Council website page to find out more about contacting City Council members.

14. Written Appeals Process. The deadline for a written appeal is 14 days after funding decisions have been made by the Boulder Arts Commission. The appeals process can be found on the Office of Arts and Culture website.

GRANT ADMINISTRATION - MANAGING AWARDS

APPEALS PROCESS

Written appeals process: the deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on the website.

APPLY

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make an profile. Applications must be submitted using our online grant application. We encourage you to watch the training video for instructions on registering and applying online.

REPORTING
If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission on-line grant database. After logging in, go to Dashboard then click on Hear Us. Use the edit button to review and complete the final report. The report due date is in your grant application.

**GRANT AWARDS**

1. **Notifications and dispersal of funds.** Staff notifies all applicants if their application has been successful and begins the process of securing supporting documentation and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.

2. **Communications.** All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is the person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborating or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship and publicity materials, and reporting.

3. **Implementation.** Grantees shall implement programs/projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff/team composition must be reported to grants@bouldercolorado.gov.

4. **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

5. **PERA Impacts.** Recipients affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by the pre-retirement requirement enacted by the Colorado State Legislature. Details are available on the PERA website. See “Disclosure of Compensation.”

6. **Vendor forms.** Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor/Employee Status for Payment document. Colorado law requires proof of legal evidence prior to payment. Applicants will receive the appropriate forms from payments@bouldercolorado.gov. Failure to supply a proper W-9 may void the grant award.

7. **IRS taxation.** Grant awards are non-transferable, taxable, and are reported to the federal government.

8. **Agreement.** When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and indicate a grant report will be submitted.

9. **Issuance of funding checks.** Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance for payment. Checks are delivered within the next three weeks. Community Project, Arts Education, and Professional Development Grantees are eligible to fund up to 20 percent of the grant amount awarded. The remaining 20 percent of the grant awarded is paid after project completion and Boulder Arts Commission approval of the grant report. The remaining grants are paid in full once the agreement is signed. Failure to submit a final grant report will result in inability to apply for future grants.
10. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts Commission-funded projects must include the following credit line: "This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council. In lieu of the credit line, the Boulder Arts Commission logo may be used. The Grantee must sign a release form and send photographs and/or videos of the project to the Office of Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.

11. Thanking City Council. It is suggested that all grant recipients write to the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how the grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.
General Eligibility Requirements

**Contractual age.** All applicants must be of legal contractual age as defined by the state of Colorado (18 years).

**City of Boulder Conflict of Interest policy.** City employees are not eligible to receive grant funding.

**Good standing.** Applicants must be in good standing with the Boulder Arts Commission having met agreed-upon deadlines for any previous Boulder Arts Commission-sponsored project, and/or can demonstrate good faith efforts to comply with Boulder Arts Commission requests regarding previous projects.

**Compliance with law and policy.** All applicants, organizations, and the content of all projects must comply with the ordinances and policies of the City of Boulder.

**Service area.** The product (performance, piece of art, etc.) funded in whole or in part by the Boulder Arts Commission must be provided for and accessible to the Boulder community. Any product that receives other funding may be held in another municipality or area, provided that at least one performance is provided within Boulder Valley, as defined in the Boulder Valley Comprehensive Plan, and is for the direct benefit of the Boulder community.

**Civil Rights Act compliance.** All applicants must comply with [Title VII of the U.S. Civil Rights Act of 1964](https://www.law.cornell.edu/uscode/text/42/part5/section12000) and [Section 504 of the Federal Rehabilitation Act of 1973](https://www.law.cornell.edu/uscode/text/29/part1/index) to the end that no person in the United States shall, on the grounds of race, color, national origin, physical or mental handicap, sex or religion, be excluded.

**Exclusions.** Funds will not be provided for: projects that have occurred before the grant funding decisions have been made, the purchase of alcohol or marijuana, debt reduction, creating or building endowments, political activity, programming that promotes a single religion over others, or re-granting of the funds, or for capital construction or acquisition of real estate unless exceptionally approved by the Boulder Arts Commission with a showing of a significant public purpose.
Grant FAQs

> Do I need to be a non-profit to apply?
Specifc varies from application to application.

Non-profit status is not required to apply for Community Projects Grants, Arts Education Grants, or Rental Assistance Grants. Non-profit status is required to apply for General Operating Support Grants.

> Must an organization be headquartered in Boulder to be eligible?
No, it is not necessary that the applicant organization be headquartered in Boulder. However, the applicant must be able to demonstrate that they conduct a substantial amount of their program in Boulder. Also, though anyone may apply, preference is given through the panel process to organizations that are based in, or anchored in, the Boulder community.

> How much detail is required for the organizational details such as board members and budget documents?
The required documents and information in the organizational information section of the application is used to give the commissioners an understanding of your organization: what you do, how you do it, and who is involved. These should be basic details to convey that information. Make sure your details are complete, but not protracted. An article and examples of budget documents can be found through [this link](#).

> Who is on the panel?
The panel consists of the five City Council-appointed [Boulder Arts Commissioners](#) and four members of the community. The panel was selected by the Boulder Arts Commission to aid them in their decision making.

> How does the panel come to their decision?
Specifc varies from application to application.

For General Operating Support and project grants, the commission and panel will read through your background information to understand your organization or project; they will then provide scores in two sections.

First, the panel members provide scores on the information you provide in the “Panel Questions” section. Panel members provide a score of 1 to 8 for each panel question.

Second, the panel members may be asked to provide additional points in three focus areas:

1. for Boulder-based organizations,
2. on issues of cultural equity, and
3. for organizations that have not received funding in the grant cycle.
A maximum of 4 additional points is available to the panel members for each question. See the rubrics on the Scoring System document for details. For more information on cultural equity, please reference our Statement of Cultural Equity.

The scores for each panel member are added together to establish a preliminary score for the application. All questions are weighted equally. These preliminary scores are averaged across all the panel members to establish a preliminary score. This score is used to rank your application for consideration. For each grant category, the Arts Commission will establish a threshold score (equal to a whole number that is approximately 75% of the maximum possible score) over which an application is considered eligible for an award. Please note that meeting the threshold score does not automatically approve an application for funding.

In addition to providing a score, the commissioners will include questions or comments for each applicant. We will provide these comments to you before the review meeting. During the meeting, you will have the opportunity to offer a three-minute statement answering the questions raised, or further informing the panel about your application.

Then, the panel will discuss each application. Individual panel members may decide to change specific scores based on new information you provide during your presentation. Once this process is complete, the applications are re-ranked. The members of the Boulder Arts Commission then deliberate to decide final approval of the applications which will receive a grant. The Arts Commission may a) accept the top scores in the ranking, b) choose to adjust the ranking, or c) ask the panel to reconsider specific scores.

The complete scoring system and rubric can be found here.

> If I am awarded a grant, may I apply for other opportunities?
Yes, there are no restrictions for applying for multiple grants.

> Does the Boulder Arts Commission have an appeals process?
Yes. The appeals process can be found here.
Scoring System and Decision Process
2020

How does the panel come to a decision?

The panel consists of the five City Council appointed Boulder Arts Commissioners and four additional community members selected by the commission to enhance public voice and help in decision making. After reading your application, the panel will provide scores and comments.

The questions are divided into two sections:

First, the panel members provide scores on the information you provide in the "Panel Questions" section. Panel members provide a score of 1 to 8 for each panel question.

Second, the panel members provide additional points on three focus areas: 1) for Boulder based organizations, 2) on issues of cultural equity, and 3) for organizations that have not received funding in the prior cycle. A minimum of 4 additional points is available in the panel members for each question. For more information on cultural equity, please reference our Statement of Cultural Equity.

The scores for each panel member are added together to establish a preliminary score for the application. All questions are weighted equally. These preliminary scores are averaged across all the panel members to establish a preliminary score. This score is used to rank your application for consideration. For each grant category, the Arts Commission will establish a threshold score (equal to a whole number that is approximately 75% of the maximum possible score) over which an application is considered eligible for an award. Please note that meeting the threshold score does not automatically approve an application for funding.

In addition to providing a score, the commissioners will include questions or comments for each applicant. We will provide these comments to you before the review meeting. During the meeting, you will have the opportunity to refer a three-minute statement answering the questions raised, or further informing the panel about your application.

Later in that same meeting, the panel will discuss each application. Individual panel members may decide to change specific scores based on new information you provide during your presentation. Once this review is complete, the applications are re-ranked. The members of the Boulder Arts Commission then deliberate to decide final approval of the applications which will receive a grant. The Arts Commission may a) accept the top scores in the ranking, b) choose to adjust the ranking, or c) ask the panel to reconsider specific scores.

The complete scoring system and rubric can be found below.

How do the panel members use the scoring system?

Panel members use the following rating scale descriptions to help align their decisions about each score.
<table>
<thead>
<tr>
<th>Score</th>
<th>Descriptor</th>
<th>Strengths/Weaknesses</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Exceptional</td>
<td>Exceptionally strong, model for field or discipline with essentially no weaknesses</td>
</tr>
<tr>
<td>7</td>
<td>Outstanding</td>
<td>Very strong with some minor weaknesses.</td>
</tr>
<tr>
<td>6</td>
<td>Very Good</td>
<td>Strong with numerous minor weaknesses.</td>
</tr>
<tr>
<td>5</td>
<td>Good</td>
<td>Strong but with at least one moderate weakness.</td>
</tr>
<tr>
<td>4</td>
<td>Satisfactory</td>
<td>Some strengths but with some moderate weaknesses.</td>
</tr>
<tr>
<td>3</td>
<td>Fair</td>
<td>Some strengths but with at least one major weakness.</td>
</tr>
<tr>
<td>2</td>
<td>Marginal</td>
<td>A few strengths and a few major weaknesses.</td>
</tr>
<tr>
<td>1</td>
<td>Poor</td>
<td>Very few strengths and numerous major weaknesses.</td>
</tr>
</tbody>
</table>

*Minor weakness:* A weak area that does not substantially lessen impact.

*Moderate weakness:* A weakness that lessens impact.

*Major weakness:* A weakness that severely limits impact.

**Scoring System Rubrics**

> How do the members of the panel interpret the scoring system for each application?

Before the grants awards process begins, panel members are trained in how to interpret the scoring system and rubrics, or sets of criteria, which helps reduce the possibility of subjective scores based on personal preferences. Please keep in mind, however, that although panel decisions follow the set of criteria, scores could reflect a small degree of subjectivity individual to each panel member. Panel members must be able to defend their scores with observations about each application’s specific strengths or weaknesses during the scoring and re-scoring process.

Following are the scoring systems for various application categories:
Community Project Grant, page one

Community Project Grants

The City of Biddles' Community Project Grants is a visioning and strategic document that describes how the people of Biddles will align efforts with the support of the municipal government, to achieve collective ambitions together, we will focus on building social, cultural, and economic development.字母--beach使用uesusemberer..munil..scsmen..en..d,.e..m..e.

The Community Project Grants are to define the community's most common responses in answer to the question, "What should we do for our diverse and creative economy?"

Examples of ways to demonstrate impact on the Community Project Grants include the following: New programs to be implemented into organizations:

- Some new cultural programs have been developed to provide new cultural development programming.
- Contributions to Biddles' overall economy create economic gains for culture creation through economic development and economic growth in the market of a mature, active, and innovative community.
- Engage the community's collaboration through economic development initiatives.
- And visually present in the public realm by engaging and sustainable populations of centers that are actively using.

In what way will the project contribute to deepening the community's cultural center? Does the project contribute to sustainability and growth?

Table 1: Proportionate Error

<table>
<thead>
<tr>
<th>Error</th>
<th>Proportionate Error</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2</td>
<td>Poor to Marginally</td>
</tr>
<tr>
<td>1.4</td>
<td>Fair to Satisfactorily</td>
</tr>
<tr>
<td>1.6</td>
<td>Good to Very Good</td>
</tr>
<tr>
<td>1.8</td>
<td>Outstanding to Exceedingly</td>
</tr>
</tbody>
</table>

Cultural Offerings

What is the most significant cultural offering of the project? What are the key weaknesses of the project? What are the most innovative programs?

Table 2: Cultural Offerings

<table>
<thead>
<tr>
<th>Cultural Offering</th>
<th>Proportionate Error</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2</td>
<td>Poor to Marginally</td>
</tr>
<tr>
<td>1.4</td>
<td>Fair to Satisfactorily</td>
</tr>
<tr>
<td>1.6</td>
<td>Good to Very Good</td>
</tr>
<tr>
<td>1.8</td>
<td>Outstanding to Exceedingly</td>
</tr>
</tbody>
</table>

Page 1 of 10
### Community Project Grant, page two

#### Evaluation Criteria

- **Quality of the Project Idea:**
  - 1: Weak
  - 2: Poor
  - 3: Average
  - 4: Good
  - 5: Outstanding

- **Evidence of Benefit:**
  - 1: None
  - 2: Minimal
  - 3: Moderate
  - 4: Significant
  - 5: Exceptional

- **Feasibility of the Project:**
  - 1: Unfeasible
  - 2: Marginally Feasible
  - 3: Feasible
  - 4: Highly Feasible
  - 5: Exceptionally Feasible

- **Proposed Activities and Evaluation Strategy:**
  - 1: Weak
  - 2: Poor
  - 3: Average
  - 4: Good
  - 5: Outstanding

### Project Goals and Evaluation Strategy

Describe your evaluation strategy and any goals you will meet. Include your goals for this project and how you will measure the success of the project.

### Budget Details

- **Funds Requested:**
- **Funds Approved:**
- **Funds Used:**

#### Budget Details (continued)

- **Project Budget:**
- **Funds Available:**
- **Funds Remaining:**

#### Endnotes

- **Funding Source:**
- **Project Duration:**
- **Project Completion:**

### Acknowledgments

Thank you to all who supported this project and made it possible.

---

*Commented (CL2):* "Finalizing Evaluation decisions."
Arts Education Projects Grant, page one

1.2: 
How do the targeted populations, listed under the following categories, benefit from these arts education programs?

<table>
<thead>
<tr>
<th>Category</th>
<th>Benefiting Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education</td>
<td>Students, teachers, community leaders</td>
</tr>
<tr>
<td>Employment</td>
<td>Workers, employers</td>
</tr>
<tr>
<td>Health</td>
<td>Patients, healthcare providers</td>
</tr>
</tbody>
</table>

3.1: 
To what extent do these programs provide a comprehensive and diverse range of arts education opportunities?

<table>
<thead>
<tr>
<th>Comparison</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Programs</td>
<td>65%</td>
</tr>
<tr>
<td>Proposed Programs</td>
<td>85%</td>
</tr>
</tbody>
</table>

3.2: 
How do these programs align with national, state, and local arts education standards and best practices?

<table>
<thead>
<tr>
<th>Standard/Best Practice</th>
<th>Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAEA Guidelines</td>
<td>High</td>
</tr>
<tr>
<td>State Standards</td>
<td>Moderate</td>
</tr>
<tr>
<td>Local Policies</td>
<td>Low</td>
</tr>
</tbody>
</table>

4.1: 
Complementing the state arts curriculum, what new or improved programs are being offered as a result of these arts education programs?

- New Drama Club
- Online Art History Course
- Virtual Music Performance

5.1: 
What is the expected impact of these arts education programs on the community, both short-term and long-term?

- Increased community engagement
- Improved social cohesion
- Enhanced economic development

Community Priorities: Building Creative Community Capacity

By increasing the availability of arts programs, we aim to enhance the creative capacity of the community. This will be achieved through the following strategies:

- Community Development Workshops
- Youth Arts Leadership Program
- Artistic Residency Program

6.1: 
Who are the key stakeholders involved in the implementation of these arts education programs?

- School Administrators
- Educators
- Parents
- Community Leaders

7.1: 
How do these arts education programs contribute to the overall mission and goals of the organization or institution they support?

- Supportive of the Visionary Art Society's mission to promote creativity and innovation in the community
- Enhances the organization's reputation as a leader in arts education

Reference:

## Arts Education Projects Grant, page two

<table>
<thead>
<tr>
<th>Type</th>
<th>Low to Marginal</th>
<th>Fair to Satisfactory</th>
<th>Good to Very Good</th>
<th>Outstanding to Exceptional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Poor to Marginal</td>
<td>Several aspects of the project address a specific need of the community</td>
<td>Several aspects of the project address an important need of the community</td>
<td>The project addresses an important need of the community in an exceptional way</td>
</tr>
<tr>
<td>Collaboration</td>
<td>Poor to Marginal</td>
<td>Several aspects of the project address a specific need of the community</td>
<td>Several aspects of the project address an important need of the community</td>
<td>The project addresses an important need of the community in an exceptional way</td>
</tr>
<tr>
<td>Education</td>
<td>Poor to Marginal</td>
<td>Several aspects of the project address a specific need of the community</td>
<td>Several aspects of the project address an important need of the community</td>
<td>The project addresses an important need of the community in an exceptional way</td>
</tr>
<tr>
<td>Implementation</td>
<td>Poor to Marginal</td>
<td>Several aspects of the project address a specific need of the community</td>
<td>Several aspects of the project address an important need of the community</td>
<td>The project addresses an important need of the community in an exceptional way</td>
</tr>
</tbody>
</table>

**Boxer Focus:**

- Are you building a viable educational pipeline for young people requiring professional development outside of the system? How do you focus on this programming?

1. Not involved in building professional development outside the system.
2. Not involved in building professional development outside the system, but involvement is very limited or informal.
3. Involved in building professional development outside the system, but involvement is very limited or informal.
4. Involved in building professional development outside the system.

**Engagement:**

- Among the goals of the Boxer Arts Commission is to encourage the development of new and existing programs in the community. The following questions help to elicit feedback on the degree of engagement:

1. Received grant this year.
2. Did not receive a grant this year.
3. Did not receive a grant this year.
4. Did not receive a grant this year.
### Special Facilities Grant, page one

**Project Description**

The Special Facilities Grant was established by the Boulder City Council to support one or more cultural agencies or venues to improve the provision of programming to the community through the public use of facility. Administered by the Boulder City Commission, the focus of the Special Facilities Grant is on the cultural development of the cultural sector within the city. The proposed project(s) are expected to be diverse, innovative, and include a strong emphasis on community engagement.

- **Purpose:** The purpose is to foster and support the arts and cultural activities in the Boulder City area.
- **Objectives:** The objectives include increasing the accessibility of arts and cultural events, promoting economic development, and enhancing the quality of life for residents.
- **Eligibility:** The grant is open to nonprofit organizations, cultural groups, and educational institutions that meet specific criteria.

### Objectives

- **Economic Impact:** Increase the economic impact of arts and cultural activities in the Boulder City area.
- **Community Engagement:** Foster community engagement through arts and cultural projects.
- **Artistic Excellence:** Support artistic excellence and innovation in the arts and cultural sector.

### Eligibility

- **Nonprofit Status:** Eligible organizations must be recognized as a 501(c)(3) nonprofit organization.
- **Location:** Projects must be located within the Boulder City area.
- **Activities:** Projects must focus on arts and cultural activities.

### Application Process

1. **Application Submission:** Interested organizations must submit a detailed application by the deadline.
2. **Review Process:** Applications are reviewed by a panel of experts.
3. **Grant Award:** Successful applicants are notified of their grant award.

### Reporting Requirements

- **Annual Report:** Applicants are required to provide an annual report detailing the project's progress and impact.
- **Financial Reporting:** Financial reports are required to demonstrate the grant's use and impact.

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**Community Outcomes**

- Strengthen community cohesion through arts and cultural activities.
- Increase access to arts and cultural events for all community members.

---

**Criteria for Evaluation**

<table>
<thead>
<tr>
<th><strong>Criteria</strong></th>
<th><strong>Scores</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Impact</td>
<td>1.0</td>
</tr>
<tr>
<td>Community Engagement</td>
<td>3.5</td>
</tr>
<tr>
<td>Excellence in Project</td>
<td>2.5</td>
</tr>
</tbody>
</table>

---

**Notes:**

- The grant will be awarded based on the scores and the overall impact of the project.
- The grant amount will be determined based on the project's budget and expected outcomes.

---

**Contact:**

For further information, contact the Boulder City Commission at 303-379-2491.
Arts Education Project Grant - DRAFT

Full application

PURPOSE: The Arts Education Project Grant provides opportunities for children in the City of Boulder to have unique experiences with practicing artists, access to tools and techniques, or improved instruction in the creative professions. The goal of the grant is to increase the exposure of students to unique and memorable experiences that may shape their future in cultural participation and creative careers.

HOW TO APPLY

1. Review the below information.
2. Log onto the Boulder Arts Commission online grant portal. If you have not logged on before, create a profile. Applications must be submitted through this online grant application system. We encourage you to watch this training video for instructions on registering and applying online.
3. Complete the application by 11:59 p.m. on the day of the deadline.
4. Look for an automated email message confirming receipt of your application.
5. After the deadline, applications will be sent to the panel for scoring and comments. The panel consists of the five City Council-appointed Boulder Arts Commission members and four members of the community.
6. Applicant will receive notification when the panel’s scores and comments are available. Please review these scores and comments and prepare a three-minute presentation for the Boulder Arts Commission meeting on DATE.
7. At the meeting on DATE, the panel will hear all applicant presentations. The panel will then review the applications, discuss the scores, and make final decisions on grants awards.
8. When a grant is awarded, staff from the Office of Arts and Culture will contact the successful Applicant to complete any necessary paperwork.

Total Funds: $30,000
Awards: Approximately 10 awards at $3,000 each
Details: The award amount of $3,000 is a minimum funding guideline. Smaller requests will be accepted.
Cycle: Annually

DEADLINE TO SUBMIT APPLICATION: TBD

Decision Timeline: TBD

ELIGIBILITY REQUIREMENTS

- General eligibility. Meets all general eligibility requirements.
- Open to educators, administrators, and presenters. Classroom teachers and school administrators in public schools, private schools, home school associations, and non-traditional classroom settings, as well as artists/individuals/organizations collaborating with schools on programming are eligible.
Service area and programming. Projects must have a demonstrated benefit to school children in the City of Boulder.
Projects must take place after the grant deadline and end before the end of the 2023 spring semester.

REVIEW PROCESS

> Deliberation. Applications are reviewed by the Boulder Arts Commission grants panel. Final funding decisions are made at public Boulder Arts Commission meetings. See schedule.
> Evaluation of applications. Funding in previous years does not imply continued support. Each application is reviewed anew in the context of current policies and applications. Applicants that have received repeated funding should be aware that the Boulder Arts Commission looks for indication of growth and a fresh approach to their work.
> Evaluation criteria.
  • Benefit to students (Maximum 8 points)
  • Complementing curriculum (Maximum 8 points)
  • Proposed outcomes and evaluation strategy (Maximum 8 points)
  • Community priorities (Maximum 8 points)
  • Cultural equity (Maximum 8 points)
  • Boulder focus (Maximum 4 points)
  • Encouragement points (Maximum 4 points)
> The complete scoring system and criteria for the Arts Education Project Grant can be found here.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made by the Boulder Arts Commission. The appeals process can be found on our website.

APPLY

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make a profile. Applications must be submitted using our online grant applications. We encourage you to watch the training videos for instructions on registering and applying online.

REPORTING

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then Follow Up. Use the Edit button to review and complete the final report. The report due date is in your grant application.

GRANT AWARDS

1. Notifications and dispersal of funds. Staff notifies all applicants if their application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.
2. Communications. All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.

3. Implementation. Grantees shall implement programs/projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff/team members must be reported to culturegrants@boulderlibrary.org.

4. Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

5. PERA impacts. Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature. If awarded an arts grant, details are available on the PERA website. See ‘Disclosure of Compensation.’

6. Vendor forms. Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Applicants will receive the appropriate forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

7. IRS taxation. Grant awards are non-transferable, taxable and are reported to the federal government.

8. Agreement. When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date of grant report will be submitted.

9. Issuance of funding checks. Once the agreement is signed, staff of the Office of Arts and Culture will submit it to the Finance Department with the invoice. Funds/checks are delivered within the next three weeks. Grants are initially funded at 50 percent of the grant amount awarded. The remaining 20 percent of the grant awarded is paid out upon receipt and Boulder Arts Commission approval of the grant report. Failure to submit a final grant report will result in ineligibility to apply for future grants.

10. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts Commission-funded projects must include the following credit line: ‘This project is funded (or partially funded) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council.’ In lieu of the credit line, the Boulder Arts Commission logo may be used. The Grantee must sign a release form and submit photographs and/or videos of the project. The Office of Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.

11. Thanking City Council. It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING ON FUNDED PROJECTS
Timetable for reporting: The grant report is due one month after the project is completed.

Method: Submit the report through the online system accessed through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’ then you’ll see a ‘Follow Up’ section for the grant. Click on the ‘Edit’ button. That will take you to complete the final report.

Extension requests for reporting: If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
- an update on the project status,
- a request to change the project completion date, and
- new report due date.

Responsibility: The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.

Consequence of Delinquent Report: Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

APPLICATION COPY

Certification

I certify that I have read the above information and that this project meets the Boulder Arts Commission’s eligibility requirements and, if a funding award is made, will continue to comply with the Boulder Arts Commission’s requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

I certify

Applicant Information

- Discipline
- If Multi-Discipline, please indicate which disciplines are included.
- Tax status
- Organization affiliation

To be completed by individual applicants. Even if an organizational affiliation is stated, checks will be made out to the individual whose account is associated with this application. If no organization affiliation, please state ‘none.’

Project Narrative

- Project title (50 character limit)
- Amount requested (Maximum $3,000)

- Project summary. A brief overview of your project, including how it will connect with or complement the class curriculum, how many students the project will reach, if the project will benefit underrepresented populations, and the benefits that you expect for the students. (1,250 character limit)

- Project calendar. Projects must take place after the grant deadline and before the end of the 2020 spring semester. (500 character limit)

- Project completion date. Projects must take place after the grant deadline and before the end of the 2020 spring semester.

- Report due date (One month following the project completion date)

- Project location. Where do your projects take place? (250 character limit)

- By checking this box, consider this project to include an arts in public places component (for example, public sculpture, mural, projection, or performance in the public realm). I have contacted publicart@bouldercounty.co and received feedback from staff which inform my understanding of project review, permitting, and timing considerations.

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Panel Evaluation

- Benefit to students. In what ways will this project directly benefit the students and their growth as cultural participants or in the creative industries? What new experiences or skills will be offered? (1,250 character limit)

- Complementing curriculum and offerings. How does this project enhance, or fill a gap in, the generally available curriculum and offerings? For more information about curriculum in Colorado visit this website. (1,250 character limit)

- Proposed outcomes and evaluation strategy. Describe your evaluation strategy for this project and how you will collect data. How will the benefits to the students be measured? (1,250 character limit)

- Community Priorities. The City of Boulder's Community Cultural Plan is a visioning and strategic document that describes how the people of Boulder will align efforts, with the support of the municipal government, to achieve our collective vision. Together, we will craft Boulder’s social, physical, and cultural environment to include creativity as an essential ingredient for the wellbeing, prosperity, and joy of everyone in the community. The Community Priorities are six points that summarize the community’s most common responses to the question, “What is your vision for Boulder’s culture and creative economy?” Reference: Cultural Plan and Community Priorities. In what way will this project contribute to one or several of the Community Priorities described in the Community Cultural Plan? Does the project contribute to one priority thoroughly? (1,250 character limit)

Examples of ways to demonstrate impact on the Community Priorities may include descriptions of how your project or organization:

- Supports artists and creative professionals by providing professional development programming.

- Contributes to Boulder’s creative identity and creates a vibrant cultural destination through high artistic merit and excellence in the practice of a medium or discipline.

- Engages the community in civic dialogue about the arts through interactive outreach in the neighborhoods.
• Adds creativity in the public realm by engaging underserved populations in art making for their community.

   Cultural equity. Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the community. This includes providing support to applicants whose organizational leadership or audience represent groups who are typically underrepresented, i.e., culturally diverse groups, organizations focused on age diversity, etc. Describe how your project does or does not fulfill one or several of these categories. Describe how your project will address affordability, availability, accessibility, accommodation, and acceptability to diverse groups. For reference, please review the Boulder Arts Commission Statement on Cultural Equity. Reference: Boulder Arts Commission Statement on Cultural Equity.

Additional Questions:

• Boulder focus. Are you a Boulder organization/individual serving Boulder or are you an organization/individual outside of Boulder and to what degree do you focus on Boulder programming? (1,250 character limit)

• Encouragement points. Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the Community. Confirm if your organization has received more than $1,000 in funding from the Boulder Arts Commission in the current cycle (1,250 character limit).

Attachments:

Please title the attachments according to the headings listed below. Required attachments are starred (*).

• Budget summary. Please provide a brief project budget summary including all revenue (monetary and in-kind contributions including the grant) and expenses. (1 page)

• Partner/collaborator list. Provide a list of each individual/organization that has a significant coordinating role in this project. Include their name, contact information, and role. (1 page)

• Venue confirmation letter. Attach confirmation from the hosting venue or school administrator that the project is approved and scheduled.

• Letters of support. Attach any letters of support that will be useful in understanding community involvement and enthusiasm for the project. (Optional)

• Other support materials. Attach any documents that will help the panel fully understand the project. You may also attach videos or other materials, as appropriate, to help the commission evaluate artistic quality. (Optional)

Agreements, grant report certification and submission:

• I certify that, if funding is awarded, my application may be presented on the boulderarts.org website. The Office of Arts and Culture staff will send a copy of the document to the applicant listed for approval in advance of posting on the website. (Optional)

• I certify that the information contained in this application is true and correct to the best of my knowledge.
I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs.

- First name *
- Last name *
- Title *
- Date *
Community Project Grant - DRAFT

Full Application

PURPOSE: The purpose of Community Project Grants is to encourage innovation and exploration in support of the Community Culture Plan's Community Priorities, identified by the Boulder community:

1. Support the resiliency and sustainability of cultural organizations to enhance their ability to benefit the community.
2. Create a supportive environment for artists and creative professionals, while fostering innovative thinking and leadership among them.
3. Prioritize the dialogue about how the ability of culture and creativity contribute to the economy, social equity, the environment, and the aesthetic expression of diversity.
4. Develop Boulder’s creative identity in becoming an innovative world leader in cultural matters and projects that identify the region and the world.
5. Focus on the expansion of culture and creativity in the public realm through public art, the urban landscape, culture in the neighborhoods, and expanded public encounters with the arts.
6. Enhance the vibrancy of Boulder’s cultural nourishes the early mix of museums, performance venues, events, districts, studios, maker spaces, and other facilities that make Boulder an engaging place to visit, live, stay, and work in the arts and address issues of access and affordability.

DEADLINE TO SUBMIT APPLICATION: TBD

HOW TO APPLY

1. Review the below information.
2. Log into the Boulder Arts Commission grants portal (https://arts.boulder.co.us/onlineapplication) if you have not logged on before, create a profile. Applications must be submitted through this online grant application system.
3. We encourage you to watch this training video for instructions on registering and applying online.
4. Complete the application by 11:59 p.m. on the day of the deadline.
5. Look for an automatic email message confirming receipt of your application.
6. After the deadline, applications will be sent to the panel for scoring and comments. The panel consists of the five City Council-appointed Boulder Arts Commissioners and four members of the community.
7. As soon as possible, the panel will receive notification of when the panel's scores and comments are available. Please review these scores and comments and prepare a three-minute presentation for the Boulder Arts Commission meeting on DATE.
8. At the meeting on DATE, the panel will hear all applicant presentations. The panel will then receive all potential presentations. The panel will then reduce the applications, discuss the scores, and make final decisions on grant awards.
9. When a grant is awarded, staff from the Office of Arts and Culture will contact the successful applicants to complete any necessary paperwork.

Textual format: TBD

Page 1 of 7
2020
Awards: Organizations: $60,000, up to $100,000 each; Individuals: $20,000 up to $50,000 each. 

Eligibility: Award amounts of $10,000 for organizations or $5,000 for individuals are the maximum grant offered. Smaller requests will be accepted.

Cycle: Annual by.

DEADLINE TO SUBMIT APPLICATION: TBD

Decision timelines: TBD. Separate timelines for individuals and organizations.

ELIGIBILITY REQUIREMENTS

1. General eligibility. Meets a general eligibility requirement.

2. Open to all. Anyone may apply if the General Eligibility Guide lines are met, including individuals, artists, non-profit organizations, organizations with pending non-profit status, fiscally sponsored organizations, and for-profit organizations with a community focus. Organizations and individuals in Boulder may be considered (see below). Evaluation may be extended to Boulder Focus.

3. Service area and programming. Applicant’s Projects must have a significant component of public programming that takes place within the city limits of Boulder, and that programming must meet the criteria described in Section 14.1.8.3.d. of the Boulder Focus.

4. Projects must take place after the grant funding decision and be completed by June 30, 2021.

REVIEW PROCESS

- Deliberation. Applications are reviewed by the Boulder Arts Commission grants panel. Final funding decisions are made at public Boulder Arts Commission meetings. See schedule.

- Evaluation criteria:
  - Community priorities (Maximum 8 points)
  - Cultural offerings (Maximum 8 points)
  - Cultural focus (Maximum 8 points)
  - Community grants (Maximum 8 points)
  - Youth engagement (Maximum 8 points)

- The complete scoring system and rubric for the Community Project Grant can be found here.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on our website.

APPLY

Log into the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make an account. Applications must be submitted using our online grant application. We encourage you to watch this training video for instructions on registering and applying online.
REPORTING

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then To Log in. Use the Edit button to review and complete the final report. The report due date is in your grant application.

GRANT AWARDS

1. 

2. Communications. All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.

3. Implementation. Grantees shall implement programs/projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff/team members must be reported to commenting@bouldercolorado.gov.

4. Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

5. PERA impacts. Applicants will have to comply with the Colorado Public Employees' Retirement Association (PERA) in order to receive a grant award. More detailed information is available on the PERA website. See "Disclosure of Compensation." Grantees must submit a current IRS Form W-9 form in order to receive the grant award. The W-9 must be the same name as the Grantee named on the grant application.

6. Vendor forms. Grantees must submit a City of Boulder vendor form and current IRS Form W-9 in order to receive the grant award. This form may be found in the Boulder Arts Commission Vendor Form section of the Boulder Arts Commission website. Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor/Employee Status for Payment document. Colorado law requires proof of legal status prior to payment. Grantees will receive the appropriate forms from payments@boulder.gov. Failure to supply a proper W-9 may invalidate the grant award.

7. IRS tax status. Grantees are responsible for verifying their tax status to the federal government.

8. Agreement. When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.

9. Issuance of funding checks. Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the invoice. Grants checks are delivered within the next three weeks. Grants are initially funded at 80 percent of the grant amount awarded. The remaining 20 percent of the grant awarded is paid out upon receipt by Boulder Arts Commission using an Electronic Funds Transfer (EFT) system.
Commission an approval of the grant report; failure to submit a final grant report will result in
ineligibility to apply for future grants.

10. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts
Commission-funded projects must include the following credit line: This project is funded/in
part by a grant from the Boulder Arts Commission, an agency of the Boulder City
Council. In lieu of the credit line, the Boulder Arts Commission logo may be used. The Grantee
must sign a release form and submit photographs and/or videos of the project that the Office
of Arts and Culture may use in its website, social media, printed materials or for any other
publicity purposes.

11. Thanking City Council. It is suggested that all grant recipients write to the Boulder City Council
members to thank them for supporting the Boulder Arts Commission and the Office of Arts and
Culture. Please let them know how the grant will be used, and the difference it will make to
your organization. Please also invite them to attend your events and programs via the City
Council website page to find out more about contacting City Council members.

REQUIRED REPORTING ON FUNDED PROJECTS

1. Timeframe for reporting. The grant report is due one month after the project is completed.
2. Method. Submit the report through the online system available through the boulderarts.org
   website. Log in with your username and password utilized to submit the application. After
   logging in, go to the 'Dashboard', then you will see a 'Follow Up' section for the grant. On the
   far right is the 'Files' button. That will take you to complete the final report.
3. Extension requests for reporting. If circumstances delay the Grantee's ability to complete the
   project and/or the report, the Grantee must notify the Boulder Arts Commission before the
   original report is due. By submitting an email addressed to the Boulder Arts Commission
   at Succesarts@bouldercolorado.org with the following information:
   a. A update on the project status,
   b. A request to change the project completion date.
   c. A new report due date.
4. Responsibility. The Grantee is responsible for submitting a report by the due date. The Boulder
   Arts Commission recommends reviewing the online report form well in advance. There is a
   grace period for the report.
5. Consequences of Delinquent Report. If an extension request is approved by the Boulder
   Arts Commission in advance of the due date, all individuals or organizations/businesses
   attached as collaborators on the project will no longer be eligible to apply for Boulder Arts
   Commission grants until the delinquent report has been received.

APPLICATION COPY

Certificate

I certify that I have read the above information and that this project meets the Boulder Arts
Commission's eligibility requirements and, if a funding award is made, I will continue to comply with
those requirements and meet the guidelines for high artistic quality, community impact, inclusiveness,
funding acknowledgment and reporting.
Applicant information

Individual applicants

Discipline:* 
If Multi-disciplinary, please indicate which disciplines are included.

Organization affiliation:
To be completed by individual applicants. Even if an organizational affiliation is stated, checks will be made out to the individual whose account is associated with this application. If no organization affiliation, please state "none."

Organization applicants

Date established

Mission statement*

Number of employees [full time]*

Number of employees [Part Time]*

Project information (*Project*)

Project Title [50 character limit]*

Amount requested:* The maximum award amount is $10,000 for organizations or $5,000 for individuals. Smaller requests will be accepted. *

Project summary: A brief overview of your project. (1,250 character limit)

Project timeline: Projects must take place after the grant deadline and be completed by June 30, 2021. (500 character limit)*

Project completion date (IES) is the last day of any public event related to the project. Project must be completed by June 30, 2021.*

Report due date (The month following the project completion date)*

Project location: Where do your projects take place? (230 character limit)*

Collaboration: Describe you/your organization’s plans to collaborate with other individuals or organizations for this project. If this is a solo project with no partners beyond the applicant, respond with "NONE" (500 character limit)*

* Much of the applicant organization information will be carried over from the applicant’s profile, so it does not need to be added on each application.
By checking this box, I consent to this project to include an art in public places component (for example, a public sculpture, mural, projection, or performance in the public square). Please contact publicart@bouldercolorado.gov and receive feedback from staff which informs my understanding of project review, permitting, and timing considerations.

Panel evaluation

> Community Priorities. The City of Boulder's Community Cultural Plan is a visioning and strategic document that describes how the city of Boulder will align efforts with the support of the municipal government, to achieve our collective vision. Together, we will craft Boulder's social, physical, and cultural environment to include everyone as an essential ingredient for the excitement, community, and joy of everyone in the community. The Community Priorities are six points that summarize the community's most common responses. In answer to the question, "What is your vision for Boulder's culture and creative economy?" Reference: Cultural Plan and Community Priorities. In what way will this project contribute to one or several of the Community Priorities described in the Community Cultural Plan? Does the project contribute to one priority to any degree? (1,500 character limit)

> Cultural equity. Among the goals of the Boulder Arts Commission is to encourage the equitable, inclusive, and just distribution of funding support in the community. This includes identifying supports for artists whose organizational leadership or audience represent groups who are typically underrepresented (e.g., culturally diverse groups, organizations focused on age diversity, etc.). Describe how your project does or does not fulfill one or several of these categories. Describe how your project will address affordability, accessibility, accommodation, and accessibility for diverse groups. For reference, please review the Boulder Arts Commission and Americans for the Arts, Statements on Cultural Equity.

Reference: Boulder Arts Commission, Statement on Cultural Equity.

> Proposed outcomes and evaluation strategy. Describe your evaluation strategy for this project and how you will collect data. Please also include your goals for this project and how the benefit to the community will be measured. (1,500 character limit)

Additional questions

> Boulder focus. Are you a Boulder organization/individual serving Boulder or are you an organization/individual outside of Boulder and to what degree do you focus on Boulder programming? (1,500 character limit)

> Encouragement centers. Among the goals of the Boulder Arts Commission is to encourage the resiliency of Boulder and its cultural organizations. Providing the use of funds in support of the community. This includes providing support to artists who are venturing into grants in the current cycle. Please submit your organization has received more than $1,000 in funding from the Boulder Arts Commission in the current cycle.

Attachments
Please title the attachments according to the headings listed below. Required attachments are starred (*).

- Budget summary. Please provide a brief budget summary including all revenue, income, and in-kind contributions, including the grant and expenses (1 page).
- Partner/collaborator list. Provide a list of each individual or organization that has a significant coordinating role in this project. Include their name, contact information, and role (1 page).
- Venue confirmation letter. Attach confirmation from the hosting venue that the project is approved and scheduled (1 page).
- Letters of support. Attach any letters of support that will be useful in gaining community involvement and enthusiasm for the project (Optional).
- Other support materials. Attach any documents that will help the panel fully understand the project. You may use as much or as little as you need to help the commission evaluate artistic quality (Optional).

Agreements, grant report verification, and submission:

- I certify that if funding is awarded, my application may be presented on the BoulderArts.org website. The Office of Arts and Culture staff will send a copy of the document to the applicant listed on the application for approval in advance of posting on the website (Optional)
- I certify that the information contained in this application is true and correct to the best of my knowledge (*).
- First name (*)
- Last name (*)
- Title (*)
- Date (*)
University of Colorado at Boulder Graduate Certificate in Arts Administration Scholarships

Full application

PURPOSE: Encouraging Boulder-based arts administrators to deepen their knowledge of arts management best practices and engagement with other arts leaders though training at the University of Colorado at Boulder Graduate Certificate in Arts Administration.

This certificate will instruct on best practices in arts administration from the University of Colorado’s esteemed College of Music. The certificate will provide training for anyone who has already embarked upon a career in arts management, or those contemplating such a career. The program is designed to offer students the opportunity to gain valuable knowledge and depth of understanding of the goals, objectives, and perspectives of those in arts management.

Learn all about the program by visiting the College of Music web page.

HOW TO APPLY

1. Review the below information in full.
2. Log onto the Boulder Arts Commission online grant portal. If you have not logged on before, make a profile. Applications must be submitted using our online grant applications. We encourage you to watch this training video for instructions on registering and applying online.
3. Complete the application by 11:59 p.m. on the day of the deadline. The application consists of:
   1. Online application form
   2. Professional experience (resume)
   3. Letter of recommendation
   4. Letter of interest in the program
   5. Unofficial transcripts of earned bachelor’s degree
4. Look for an automated email message confirming receipt of your application.
5. After the deadline, staff will send all applications to the panel for review. The panel consists of the five City Council-appointed Boulder Arts Commissioners.
6. At the meeting on August 21, 2019, the panel will ask you follow up questions about your application. Final decisions will also be made at the meeting.
7. If you are awarded a scholarship, staff from the Office of Arts and Culture will contact you to complete any necessary paperwork.

Total funds: TBD

Cycle: Annually,

Maximum Amounts for Scholarships: TBD
Details: Open to students admitted to the University of Colorado at Boulder Graduate Certificate in Arts Administration program for the Fall 2020 / Spring 2021 certificate program. You may apply if you are awaiting admission into the program.

DEADLINES TO SUBMIT APPLICATION: TBD

Decision timeline: TBD

ELIGIBILITY REQUIREMENTS

1. General eligibility. Meets all general eligibility requirements.
2. Open to students admitted to the University of Colorado at Boulder Graduate Certificate in Arts Administration for the Fall 2020 / Spring 2021 certificate program. You may apply if you are awaiting admission into the program.

REVIEW PROCESS

1. Deliberation. Applicants are expected to attend the DATE TBD meeting of the Arts Commission for a live, group interview with the Commission members. Decisions will be made at the same meeting.
2. Evaluation criteria.
   - Contribution to Boulder culture
   - Professional experience (resume)
   - Letter of recommendation
   - Letter of interest in the program
   - Unofficial transcripts of earned Bachelor’s degree

APPLY

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make a profile. Applications must be submitted using our online grant applications. We encourage you to watch this training video for instructions on registering and applying online.

REPORTING

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then Follow Up. Use the i button to review and complete the final report. The report due date is in your grant application.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on our website.

SCHOLARSHIP AWARDS

Note that the below information is general to the Boulder Arts Commission cultural grants program; some of this information may not apply to your specific grant.
1. **Notifications and dispersal of funds.** Staff notifies all applicants if their Application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.

2. **Communications.** All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.

3. **Implementation.** Grantees shall implement programs / projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff / team members must be reported to culturegrants@boulderlibrary.org.

4. **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

5. **PERA impacts.** Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded an arts grant. Details are available on the [PERA website](https://www.pera.state.co.us/). See “Disclosure of Compensation.”

6. **Vendor forms.** Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor / Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Applicants will receive the appropriate forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

7. **IRS taxation.** Grant awards are non-transferable, taxable and are reported to the federal government.

8. **Agreement.** When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.

9. **Issuance of funding checks.** Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the invoice. Funds/checks are delivered within the next three weeks. Failure to submit a final grant report will result in eligibility to apply for future grants.

10. **Acknowledgment of Boulder Arts Commission funding.** All publicity for Boulder Arts Commission-funded projects must include the following credit line: *This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council.* In lieu of the credit line, the [Boulder Arts Commission Logo](https://www.coloradoarts.org/) may be used. The Grantee must sign a release form and submit photographs and/or videos of the project that the Office and Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.

11. **Thanking City Council.** It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the [City Council website page](https://www.cityofboulder.co.us/City-Council) to find out more about contacting City Council members.
REQUIRED REPORTING

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@bouldercolorado.gov with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

APPLICATION COPY

Certification

I certify that I have read the above information and that this project meets the Boulder Arts Commission’s eligibility requirements and, if a funding award is made, will continue to comply with the Boulder Arts Commission’s requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

I certify

Applicant information

> Tax status

Individual applicants

> Organization affiliation
> To be completed by individual applicants. Even if an organizational affiliation is stated, checks will be made out to the individual whose account is associated with this application. If no organization affiliation, please state "none."
> Title or role within organization
If affiliation with a local arts organization is specified, the organization's annual budget is required here.

Narrative

- Confirm that you have been accepted to the University of Colorado at Boulder Graduate Certificate in Arts Administration. *
- Contribution to Boulder culture. How do you participate in cultural life in Boulder? How will this program help you enhance your contribution? (3,000 characters) *

Attachments

The following attachment is required. Please title the attachments according to the bolded heading listed below:

- Resume.
- Letter of recommendation.
- Letter of interest in the program.
- Unofficial transcripts of earned Bachelor's degree.

Agreements, grant report certification and submission

- I certify that the information contained in this application is true and correct to the best of my knowledge. *
- First name *
- Last name *
- Title *
- Date *
Cultural Field Trips Fund

Full application (in Formstack)

PURPOSE: The Cultural Field Trips Fund provides opportunities for children at Title 1 schools in the City of Boulder to have direct experience with Boulder’s arts institutions and cultural destinations, while contributing to end reinforcing their classroom learning. Research has shown that early exposure to the arts results in continued engagement with the arts throughout a lifetime. The goals of the fund are to impact children in schools where there is the most need and increase the exposure of students to unique and memorable experiences that may shape their future in cultural participation, creative careers, and personal lives.

Total funds available for the 2020 to 2021 school year: $10,000

Maximum amount per application: The costs of transportation and/or entry fees up to $2,000 per teacher for cultural field trips that take place within the Boulder Valley, as defined by the current version of the Boulder Valley Comprehensive Plan. Funds awarded on first come, first served basis — with consideration to equitable distribution of funds — until all monies are distributed.

Cycle: Annually. Field trips must take place before the end of the spring 2021 semester.

Deadline to apply for the 2020 to 2021 school year: TBD

ELIGIBILITY REQUIREMENTS

1.  General eligibility. Meets all general eligibility requirements.
2.  Open to: Public school teachers are eligible with the approval of their school administrators. These funds will be available to schools with Title 1 designation. Consideration will be given to maximize the number of schools participating.
3.  Cultural Field Trips must take place after the funding decision and within the school year that the funding is awarded.

REVIEW PROCESS

1.  Deliberation. Applications for Cultural Field Trips are approved through administrative review by staff of the City of Boulder Office of Arts and Culture, and awards are announced at the next monthly meeting of the Boulder Arts Commission following the deadline.
2.  Evaluation of applications. Applications for Cultural Field Trips are awarded on a first come, first served basis — with consideration to equitable distribution of funds — to those who have met all the requirements of application. Receiving an award in previous years does not imply continued support. Each application is reviewed anew in the context of current policies and applications.

APPLY

Applications are now closed for Cultural Field Trip Funding in 2019. Please sign up to receive our bimonthly newsletter to get up to date information on funding opportunities.
REPORTING

Staff at the Office of Arts and Culture will send you a short questionnaire following the event. Contact Lauren Click at clickl@bouldercity.org or 720-564-2355 if you do not receive the report questionnaire via email.

Applicant information

> First Name*
> Last Name*
> Address (1) *
> Address (2) *
> City*
> State *
> Zip Code*
> Phone No. *
> Email*
> How did you find out about grants through the Office of Arts + Culture? *

Application forms

> School*
> Title or role within the school*
> Date of Cultural Field Trip - Toggle Calendar*
> Destination of Cultural Field Trip*
> Address of Cultural Field Trip*
> Website of the Field Trip Site (if available) *
> Nature of the Field Trip: Where will you visit, what will the trip entail, who will join you? (1,250 characters maximum) *
> Grade(s) of students *
> Number of students expected to attend*
> Number of adults expected to attend*
> Confirmation from administrator*
> I have received approval from administrative staff.*
> Name of approving administrator*
> Email and phone number for approving administrator *
> Grant Amount Requested (The costs of transportation and/or entry fees up to $2,000 per applicant for cultural field trips that take place within the Boulder Valley as defined by the then current version of the Boulder Valley Comprehensive Plan. A shorthand way to know is if the zip code begins with 803—then it is generally accepted in this area) *
> Please give a breakdown of the full Cultural Field Trip expenses including: entry fees, transportation fees, staff fees, etc. *

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1 This application is not through the Foundant grant system.
> **Date Final Report is due (30 days after the convention, workshop, etc.)** *

**Submission and signature**

I certify that all information contained in this application and attachments is true and accurate. All funded activities must provide equal access and equal opportunity in employment and services and may not discriminate on the basis of disability, color, creed or religion. *
Macky Free Rental & Supplementary Funds
Full Application

PURPOSE: To facilitate and assist community cultural groups with access and affordability of performance venues, the Boulder Arts Commission and the University of Colorado offer up to sixteen days per calendar year of rent-free space at Macky Auditorium.

DETAILS: The grant is for rent only; the applicant will be fully responsible for any and all additional fees required by the University, including but not limited to equipment rental, direct labor costs for technical staff, ushers, security personnel, etc. You may apply for a maximum of two days free rental annually.

Supplementary Funds are available from the Rental Assistance Fund for applicants who may not be able to afford these additional costs. Please apply for the supplementary funds only if it is necessary to your use of the Macky Free Rental grant. These $1,000 supplementary grants are distributed on a first-come, first-served basis until monies in the Rental Assistance Fund run out. One grant per applicant per year is allowed. You may apply for a supplementary grant by checking the applicable box in this application.

All applicants must have the requested dates confirmed with Macky Auditorium at the time of the application, and supply a letter of verification from the University with the pertinent date information included. Receiving a grant from the Boulder Arts Commission does not guarantee the award of a specific date or dates. The actual date(s) awarded will depend on availability of the space. It is the applicant’s responsibility to inquire about availability and pay for additional costs at Macky. The contact phone number for Macky is 303-492-8423.

DEADLINE TO SUBMIT APPLICATIONS: Applications are accepted by the first of each month, year round or until all rental dates are awarded.

ELIGIBILITY REQUIREMENTS

1. General eligibility. Meets all general eligibility requirements.
2. Open to all. Anyone may apply once the general eligibility guidelines are met.
3. Timeframe. Macky Rental event dates must take place after the grant funding decision and within the calendar year during which they are applied for.
4. Venue confirmation. All applications must include a letter of commitment from the Macky management indicating the project date(s). Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted. A contract with Macky including the project dates and rental fees is an acceptable alternative.

REVIEW PROCESS

1. Deliberation. Proposals for free rental of Macky Auditorium and supplementary funds are approved through administrative review by staff of the City of Boulder Office of Arts Culture and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.
2. **Evaluation of applications.** Proposals for free rental of Macky Auditorium and supplementary funds are awarded on a first-come, first-served basis to those who have met all the requirements of application, including the venue confirmation and budget summary. Award in previous years does not imply continued support. Each application is reviewed anew in the context of current policies and applications.

**APPLY**

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make a profile. Applications must be submitted using our online grant applications. We encourage you to watch this training video for instructions on registering and applying online.

**REPORTING**

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then Follow Up. Use the it button to review and complete the final report. The report due date is in your grant application.

**APPEALS PROCESS**

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on our website.

**GRANT AWARDS**

1. **Notifications of awards.** Recipients of free rental at Macky will be notified by email with a copy sent to University of Colorado staff responsible for oversight of Macky. If awarded a $1,000 Supplementary Grant staff begins the process of having checks cut and collecting any necessary supporting documents and information. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the recipients. Checks are sent by mail or electronically to bank accounts designated by the recipients. And, the following will apply:
   a. **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.
   b. **PERA impacts.** Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded an arts grant. Details are available on the PERA website. See “Disclosure of Compensation.”
   c. **Vendor forms.** Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor / Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Applicants will receive the appropriate forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.
d. IRS taxation. Grant awards are non-transferable, taxable and are reported to the federal government.

2. Agreement. When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.

3. Communications. All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.

4. Implementation. Grantees shall implement programs/projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff/team members must be reported to culturegrants@boulderlibrary.org.

5. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts Commission-funded projects must include the following credit line: This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council. In lieu of the credit line, the Boulder Arts Commission Logo may be used. The Grantee must sign a release form and submit photographs and/or videos of the project that the Office and Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.

6. Thanking City Council. It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING ON PROJECT

1. Timeframe for reporting. The grant report is due one month after the project is completed.

2. Method. Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.

3. Extension requests for reporting. If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.

5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

**APPLICATION COPY**

Certification

I certify that I have read the above information and that this project meets the Boulder Arts Commission’s eligibility requirements and, if a funding award is made, will continue to comply with the Boulder Arts Commission’s requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

> I certify

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**Applicant information**

> Discipline: *

If Multi-Discipline, please indicate which disciplines are included.

> Tax status *
> Organization/Business. Cultural organizations/businesses are eligible. Non-profit status is not required for this category. *
> Date established *
> Mission statement*
> Annual budget *
> Number of employees (Full time) *
> Number of employees (Part time) *
> Number of volunteers *

---

**Program information**

> Program title (50 character limit) *
> Program date(s) *
> Date grant report is due (1 month after the end of the project/event)
> Program summary. Provide a brief overview of the project. (2000 character limit) *
> Partner/Collaborator List. Provide a list of each individual / organization that has a significant coordinating role in this project. Include their name, contact information, and role. (2000 character limit) *
If funds are available in the Rental Assistance Fund, do you wish to apply for the $1,000 Supplementary Grant? *
[conditional] Answer this question only if you are applying for the $1000 supplementary funds. Detailed Breakdown of rental costs. Please show all rental costs, including equipment rental, direct labor costs for technical staff, ushers, security personnel, etc. (2000 character limit)

Attachments

The following attachments are required. Please title the attachments according to the bolded headings below:

- Venue confirmation from the University (letter of verification or contract)
- Budget summary for the project
Professional Development Scholarships

PURPOSE: Encouraging leadership and the sharing of good practices through professional development will advance our creative economy, support professionals and businesses, and enhance cultural dialog.

DEADLINE TO SUBMIT APPLICATION: TBD

HOW TO APPLY

1. Review the below information in full.
2. Log onto the Boulder Arts Commission online grant portal. If you have not logged on before, make a staff account. Applications must be submitted using our online grant application. We encourage you to watch the training video for instructions on registering and applying online.
3. Complete the application by 5:00 p.m. on the day of the deadline. The application consists of:
   a. Online application form
   b. Resume.
4. Look for an automatic email message confirming receipt of your application.
5. Professional Development Scholarships are awarded by the Office of Arts and Culture staff.
6. Staff reviews applications and notifies applicants on the date noted above. Awards are announced at the final meeting of the Boulder Arts Commission following the notification of decisions.
7. When a grant is awarded, staff from the Office of Arts and Culture will contact the successful Applicant to complete any necessary paperwork.

Total funds: TBD

Cycle: Twice annually. Opportunities must take place in the calendar year the application is submitted.

Maximum amounts for scholarships: The costs of registration, travel and expenses up to $500 for programs that take place in Colorado, or up to $1,000 for programs that take place out-of-state, or $500 for in-state opportunities.

Details: Individuals may apply for any professional development opportunity they wish. In addition, we encourage participation in two specific programs:
   - Colorado Creative Industries Summit
   - Americans for the Arts Annual Convention

Decision timelines: TBD

ELIGIBILITY REQUIREMENTS

1. General eligibility. Meets all general eligibility requirements.
2. Open to all. Anyone may apply once the general eligibility guidelines are met.
3. Professional development opportunities must take place after the grant funding decision and within the calendar year the grant is awarded.

4. Award Limitations. One scholarship per individual will be awarded each year. Consideration will be given to maximize the number of organizations participating.

REVIEW PROCESS

1. Deliberation. Proposals for Professional Development Scholarships are approved through administrative review by staff of the City of Boulder Office of Arts Culture, and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.

2. Evaluation of applications. Professional Development Grant applications are awarded on a first-come, first-served basis to those who have met all the requirements of application. Staff may take applications to the Arts Commission for review should they have questions.

3. Evaluation criteria.
   - Contribution to Boulder culture
   - Professional experience (resume)

APPLY

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make a profile. Applications must be submitted using our online grant applications. We encourage you to watch the training video for instructions on registering and applying online.

REPORTING

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then Follow Up. Use the RT button to review and complete the final report. The report due date is in your grant application.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on our website.

SCHOLARSHIP AWARDS

1. Registration, Accommodations, Travel, Meals. Attendees are responsible for arranging and paying for their own registration, travel, lodging, meals, etc.

2. Notifications and dispersal of funds. Staff notifies all applicants if their application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.

3. Communications. All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is the person's responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.
4. Implementation. Grantees shall implement programs / projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff / team members must be reported to culturegrants@boulderlibrary.org.

5. Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

6. PERA Impacts. Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded an arts grant. Details are available on the PERA website. See “Disclosure of Compensation.”

7. Vendor forms. Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor / Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Applicants will receive the appropriate forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

8. IRS taxation. Grant awards are non-transferable, taxable and are reported to the federal government.

9. Agreement. When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.

10. Issuance of funding checks. Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the invoice. Funds/checks are delivered within the next three weeks. Grants are initially funded at 80 percent of the grant amount awarded. The remaining 20 percent of the grant awarded is paid out upon receipt and Boulder Arts Commission approval of the grant report. Failure to submit a final grant report will result in ineligibility to apply for future grants.

11. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts Commission-funded projects must include the following credit line: This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council. In lieu of the credit line the Boulder Arts Commission Logo may be used. The Grantee must sign a release form and submit photographs and/or video of the project that the Office of Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.

12. Thanking City Council. It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING

1. Timeframe for reporting. The grant report is due one month after the project is completed.

2. Method. Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. Extension requests for reporting. If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@bouldercolorado.org with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.

4. Responsibility. The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.

5. Consequence of Delinquent Report. Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

APPLICATION COPY

Certification

I certify that I have read the above information and that this project meets the Boulder Arts Commission’s eligibility requirements and, if a funding award is made, will continue to comply with the Boulder Arts Commission’s requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

I certify

Applicant information

> Tax status *

Individual applicant:
> Discipline: *

If Multi-discipline, please indicate which disciplines are included.
> Organization affiliation *
> To be completed by individual applicants. Even if an organizational affiliation is stated, checks will be made out to the individual whose account is associated with this application. If no organization affiliation, please state “none.”
> Title or role within organization
> If affiliation with a local arts organization is specified, the organization's annual budget is required here.

Narrative
> Location of professional development opportunity *
> Title of professional development opportunity
> City/State the professional development opportunity takes place; online opportunity. *
Website of the professional development opportunity (if available)
> Scholarship amount requested (The costs of registration, travel and expenses up to $500 for programs which take place in Colorado, or up to $1,000 for programs that take place out-of-state and up to $500 for an online opportunity.) *
> Please give a breakdown of your expenses including: registration cost, hotel, mileage, meals, other expenses. (When possible please use actual costs or you may use this federal per diem rate calculator) *
> Date of professional development opportunity
> Date final report is due (30 days after the convention, workshop, etc.)
> Contribution to Boulder culture. How do you participate in cultural life in Boulder? How will this program help you enhance your contribution? (1,250 characters) *

Attachments
The following attachment is required. Please title the attachments according to the bolded heading listed below:
> Resume.

Agreements, grant report certification and submission
> I certify that the information contained in this application is true and correct to the best of my knowledge.
> First name *
> Last name *
> Title *
> Date *
Rental Assistance Fund (Boulder Venues)

Full application

PURPOSE: To facilitate and assist community cultural groups with access and affordability of performance venues, the Boulder Arts Commission is offering support in the form of rental assistance grants to individuals, artists, and organizations.

DEADLINE TO SUBMIT APPLICATIONS: Applications are accepted by the first of each month, year-round, until all rental slots are awarded.

HOW TO APPLY

1. Review the below information in full.
2. Log onto the Boulder Arts Commission’s online grant portal. If you have not logged in before, make an account. Applications must be submitted using our online grant applications. We encourage you to watch the training video for instructions on registering and applying online.
3. Complete the application by 11:59 p.m. on the day of the deadline. The application consists of:
   a. Online application form
   b. Venue confirmation Letter of Verification of Contract
   c. Budget Summary for the project
4. Look for an automated email confirming receipt of your application.
5. Rental Assistance funds are awarded by the Office of Arts and Culture staff.
6. Staff reviews applications and notifies applicants on the date noted below. Awards are announced at the next meeting of the Boulder Arts Commission following the notification of decision.
7. When a grant is awarded, staff from the Office of Arts and Culture will contact the successful Applicant to complete any necessary paperwork.

DETAILS: Up to 50% of rental costs to a maximum of $1,000. One grant per applicant per year.

ELIGIBILITY REQUIREMENTS

1. General eligibility: Meet all general eligibility requirements.
2. Open to all. Anyone may apply once the general eligibility requirements are met.
3. Timeframe. Rental event dates must take place after the grant fund goes into effect and within the calendar year during which they are applied for.
4. Venues must be in Boulder, as defined in the Boulder Valley Comprehensive Plan, and may include non-traditional locations. You must include confirmation from your venue when you submit your proposal.

REVIEWS PROCESS

1. Deliberation. Proposals for Rental Assistance are reviewed through administrative review by staff of the City of Boulder Office of Arts Culture and are awarded at the next meeting of the Boulder Arts Commission following the deadline.
2. Evaluation of applications. Proposals for Rental Assistance are awarded on a first-come, first-served basis to those who have met all the requirements of the application, including the venue confirmation and budget summary. Award in previous years does not imply continued support.

APPLY

Log onto the Boulder Arts Commission online grant portal to preview and apply. If you have not logged on before, make a profile. Applicants must submit using our online grant applications. We encourage you to watch the training video for instructions on registering and applying online.

REPORTING

If awarded a grant, Grantees will need to complete a grant report at the Boulder Arts Commission online grant portal. After logging in, go to Dashboard then to Low. Use the button to review and complete the final report. The report due date is in your grant application.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions have been made. The appeals process can be found on our website.

GRANT AWARDS

1. Notifications and dispersal of funds. Staff notifies all applicants if their application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Funds are sent by mail or electronically to bank accounts designated by the applicant.

2. Communications. All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is the person’s responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.

3. Implementation. Grantees shall implement programs/projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff/team members must be reported to curenugts@boulderco.gov.

4. Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.

5. PERA Impacts. Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded a grant. Details are available on the PERA website. See “Disclosure of Compensation.”

6. Vendor forms. Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit or Determination of Independent Contractor/Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Application will receive the appropriate
forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

7. IRS taxation. Grant awards are non-transferable, taxable and are reported to the federal government.

8. Agreement. When a grant is made by the Boulder Arts Commission, the successful applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.

9. Issuance of funding checks. Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the payment. Payments are disbursed within the next three weeks. Failure to submit a final grant report will result in ineligibility to apply for future grants.

10. Acknowledgment of Boulder Arts Commission funding. All publicity for Boulder Arts Commission-funded projects must include the following credit line: "This project is funded (in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council. In lieu of the credit line, the BoulderArtsCommission.org may be used. The Grantee must sign a release form and submit photographs and/or videos of the project that the Office of Arts and Culture may use on its website, social media, printed materials, or for any other publicity purposes.

11. Thanking City Council. It is suggested that a grant recipient write to the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will benefit the organization and how it will mean to your organization. Please also refer them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING

1. Timeframe for reporting. The grant report is due one month after the project is completed.

2. Method. Submit the report through the online system access through the BoulderArts.org website. Log in with your same user name and password utilized to submit the application. After logging in, go to the "Home" screen, then you'll see a "Follow Up" section for the grant. On the far right, in the "File" section, you will find your completed file. This will help you complete the final report.

3. Extension requests for reporting. If circumstances delay the Grantee's ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline, by submitting an e-mail address to the Boulder Arts Commission at BoulderArtsOffice@city.gov with the following information:
   a. a statement of the project status,
   b. a request to change the project completion date, and
   c. new report due date.

4. Responsibility. The Grantee is responsible for submitting a report on time. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.

5. Consequence of Delinquent Report. Unpaid extension requests approved by the Boulder Arts Commission in advance of the due date, and individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

APPLICATION COPY
Certification

I certify that I have read the above information and that this project meets the Boulder Arts Commission’s eligibility requirements and its funding award criteria, and I am committed to comply with the Boulder Arts Commission’s requirements and meet all guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

Applicant Information

Discipline

If multi-discipline, please indicate which disciplines are included.

- Tax status
- Organization/Business. Cultural organizations/businesses are eligible. Non-profit status is not required for this category.
- Date established
- Mission statement
- Annual budget
- Number of employees (full-time)
- Number of employees (part-time)
- Number of volunteers

Program Information

- Program title (50 character limit)
- Amount requested (Must equal 50% of total project costs up to $1,000)
- Rental venue (50 character limit)
- Program dates
- Event report (Attach 1 month after the end of the project/venue)
- Event summary: provide a one or two lines overview of the project. (1,250 character limit)
- Give a brief description of the venue’s amenities and why it is a good fit for your event/production. (1,250 character limit)
- Detailed breakdown of rental costs. Please show all rental costs including equipment rental, direct labor costs for technical staff, ushers, security personnel, etc. You may apply for 50% of the total cost up to $2,000. (1,250 character limit)
- Partner/co-sponsor list (Provide a list of each individual/organization that has significant coordinating role in this project. Include their name, contact information, and role. (1,250 character limit)

Attachments

The following attachments are required. Please utilize the attachments according to the above headings below

- Vendor confirmation letter of verification or contract
> Budget Summary for the project

Agreements, grant, report, certification, and submission

> I certify that the information contained in this application is true and correct to the best of my knowledge. *

I certify our use of the Brower Arts Commission redline and/or logo in project advertising, signage, and programs. *

> First name *
> Last name *
> Title *
> Date *
Arts Education Project Grant DRAFT

Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
   - an update on the project status,
   - a request to change the project completion date, and
   - a new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

[Conditional]

Organization grantees

- Date established
- Mission statement
- Geographic area served
- Number of employees (Full time)
- Number of employees (Part time)

Individual grantees

- Organization affiliation. Awards will be made to the individual whose account is associated with this application, even if an organization is stated. If you are not affiliated with an organization, please state “none.”

Project information

- Project title (50 character limit)
- Project outcome. Provide a brief description of the completed project. How successful were you in achieving your goals for this project? Did you experience any obstacles that kept the project from meeting its objectives? If so, what changes did you make that were successful?
If the final outcome(s) of the project differed from your description in your original grant, please give details. (1,250 character limit) Application reference: Project summary.

- Updated project calendar. If your calendar differed from what you proposed in your application, please tell us how. (1,250 character limit) Application reference: Project calendar.

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Project Evaluation

- Benefit to students. How many unique students benefited from your project and how does that compare to what you projected in your original grant application? Describe at least one anecdote of how a student benefited in a meaningful way from one of your activities. (1,250 character limit) Application reference: Benefit to students.

- Complementing curriculum and offerings. Were you successful in implementing the curriculum in the classroom? Please explain why. Did you experience any obstacles that kept the program from meeting any of its objectives? If so, what changes did you make and were they successful? (1,250 character limit) Application reference: Complementing curriculum and offerings.

- Outcomes and evaluation strategy. How did your evaluation strategy work? Did you collect data? What did the data tell you? How successful was this project in benefiting the community? Describe briefly how someone benefited in a meaningful way from your project. If you would like to provide a table or chart regarding the results of your project instead of writing text here, please include in the attachments section. (1,250 character limit) Application reference: Proposed outcomes and evaluation strategy.

- Takeaways. Please tell us what you learned—the big ideas or breakthroughs for you, your organization, the arts in Boulder, and/or the community. (1,250 character limit)

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Budget report and attachments

Please title the attachments according to the headings listed below. Required attachments are starred (*).

- Financial statement for the project. Please resubmit a copy of your original project budget from the grant proposal and add columns for and information detailing: "Actual income", "Actual expenses", "Variance" (or difference between the two).*

- Evaluation materials. Include here a concise data report with a table or chart showing the results of your project (only if you did not fill in the proposed outcomes and evaluation strategy section).

- Collateral materials. Please provide proof that you’ve given credit to the Boulder Arts Commission for grant funding (proof could be a mention of grant support with the Commission’s official logo in advertising, schedules, news/media clippings, programs, etc.)*

- Media files. Please submit at least three and up to 10 photographs (jpegs) documenting your grant project. Include a Word document listing name of the event, date, and photo credits. Upload any audio or video files onto YouTube or a similarly accessible social media site and submit a document (Word or pdf) with a list of website links.*

Agreement
I grant the City of Boulder Office of Arts and Culture, its representatives and employees the right to use these photographs / videos / audios with proper accreditation for any lawful purpose, including for publicity, illustration, advertising, newsletters, publications, social media and Web.

Grant report certification and submission

1. I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.
2. I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs.
3. First name
4. Last name
5. Title
6. Date
Community Project Grant - DRAFT

Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the [boulderarts.org](http://boulderarts.org) website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at [culturegrants@boulderlibrary.org](mailto:culturegrants@boulderlibrary.org) with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

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[Conditional]

Organization grantees

- Date established
- Mission statement*
- Geographic area served *
- Number of employees (Full time)*
- Number of employees (Part time)*

Individual grantees

- Organization affiliation. Awards will be made to the individual whose account is associated with this application, even if an organization is stated. If you are not affiliated with an organization, please state “none.” *

Project information

- Project title (50 character limit) *
- Project outcome. Provide a brief description of the completed project. How successful were you in achieving your goals for this project? Did you experience any obstacles that kept the...
Project Evaluation

- Community Priorities. How successful were you in addressing the Community Priorities contained in the Cultural Plan? How have you measured success? (1,250 character limit)* Application reference: Community Priorities.
- Outcomes and evaluation strategy. How did your evaluation strategy work? Did you collect data? What did the data tell you? How successful was this project in benefiting the community? Describe briefly how someone benefited in a meaningful way from your project. If you would like to provide a table or chart regarding the results of your project instead of writing text here, please include in the attachments section. (1,250 character limit)* Application reference: Proposed outcomes and evaluation strategy.
- Cultural equity and opportunity. Describe how your project provided an opportunity for cultural equity and/or opportunity. (1,250 character limit)* Application reference: Cultural equity.
- Takeaways. Please tell us what you learned—the big ideas or breakthroughs for you, your organization, the arts in Boulder, and/or the community. (1,250 character limit)*

Attachments

Please title the attachments according to the headings listed below. Required attachments are starred (*).

- Financial statement for the project. Please resubmit a copy of your original project budget from the grant proposal and add columns for and information detailing: "Actual income", "Actual expenses", "Variance" (or difference between the two).*
- Evaluation materials. Include here a concise data report with a table or chart showing the results of your project (only if you did not fill in the proposed outcomes and evaluation strategy section).
- Collateral materials. Please provide proof that you’ve given credit to the Boulder Arts Commission for grant funding (proof could be a mention of grant support with the Commission’s official logo in advertising, schedules, news/media clippings, programs, etc.)*
- Media files. Please submit at least three and up to 10 photographs (jpegs) documenting your grant project. Include a Word document listing: name of the event, date, and photo credits. Upload any audio or video files onto YouTube or a similarly accessible social media site and submit a document (Word or pdf) with a list of website links.*

Agreement

- I grant the City of Boulder Office of Arts and Culture and its representatives and employees the right to use these photographs / videos / audios with proper accreditation for any lawful purpose, including for publicity, illustration, advertising, newsletters, publications, social media, and Web use.
Grant report certification and submission

> I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.
> I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs.
> First name
> Last name
> Title
> Date
Cultural Field Trips Fund
Report (in Formstack)

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** An email of questions will be sent to the email used to apply for the grant. Submit the report via email to culturegrants@boulderlibrary.org.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

Grantee information

- First Name
- Last Name
- School address (1)
- School address (2)
- City
- State
- Zip Code
- Phone No.
- Email

Trip information

- School
- Title or role within the school
- Date of Cultural Field Trip
- Destination of Cultural Field Trip
- Address of Cultural Field Trip
- Website of the Field Trip Site (if available)
- Nature of the Field Trip
- Grade(s) of students
- Number of students attended
Number of adults attended

Write a succinct report on your field trip. (1000 character maximum).*

Grant report certification and submission

I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.

First name

Last name

Title

Date
General Operating Grant Report - DRAFT

Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@bouderlibrary.org with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

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Updated Institutional narrative

> Final institutional narrative. Please provide any changes or progress to the organizational information that was provided in the application. Include any institutional changes or progress that are the result of this grant. (10,000 character limit)* Application reference: Institutional narrative.

For reference, below is your response to the Institutional Narrative sections of the application.

Progress on your grant

> Final capacity building narrative. Please provide an update on the progress that your organization has made on "Capacity building" since your application. (1,250 character limit)* Application reference: Capacity building.
> Final Community Priorities narrative. Please provide an update on the progress that your organization has made on "Community Priorities" since application. (1,250 character limit)* Application reference: Community Priorities.
> Final narrative on impact of grant funds. This is a general operating grant. Keeping this in mind, how have you spent these funds and how have they impacted your organization as far as encouraging innovation and helping your organization to be resilient? What if anything has changed since your application? (1,250 character limit)
Attachments

Please title the attachments according to the headings listed below. Required attachments are starred (*).

- Year-end financial statements.
- Evaluation materials. Include here a concise data report with a table or chart showing the results of your project (only if you did not fill in the proposed outcomes and evaluation strategy section).
- Collateral materials. Please provide proof that you've given credit to the Boulder Arts Commission for grant funding (proof could be a mention of grant support with the Commission's official logo in advertising, schedules, news/media clippings, programs, etc.).
- Media files. Please submit at least three and up to 10 photographs (jpeg) documenting your grant project. Include a Word document listing: name of the event, date, and photo credits. Upload any audio or video files onto YouTube or a similarly accessible social media site and submit a document (Word or pdf) with a list of website links.
- By checking this box I confirm that I have sent the General Operating Support Recipients Survey to culturegrants@boulderlibrary.org.

Agreement

- I grant the City of Boulder Office of Arts and Culture, its representatives and employees the right to use these photographs / videos / audios with proper accreditation for any lawful purpose, including for publicity, illustration, advertising, newsletters, publications social media and Web.

Grant report certification and submission

- I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.
- I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs.
- First name
- Last name
- Title
- Date
Macky Free Rental & Supplementary Funds DRAFT Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you'll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. the new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

-----

Program information

> Program title (50 character limit) *
> Program date(s) *
> Did you receive a $1,000 Rental Supplement Grant? *
> Ticket prices for the event *
> Number of people attending the event *
> Total revenues from this event *
> Please briefly describe what marketing and promotions you undertook for this event. (500 character limit) *

-----

Attachments

The following attachments are required. Please title the attachments according to the bolded headings below:

> If you received a $1,000 Rental Supplement Grant, please attach a financial statement for your event which includes a detailed breakdown of all rental costs.
Submit supplementary materials displaying credit of Boulder Arts Commission grant funding (such as advertising, schedules, news/media clippings, programs, etc.). You may also upload photographs (jpeg) documenting your grant program. If you upload photographs, please include a Word document listing: Name of the event, date and photo credits.

Media files (audio, video) are not requested as direct submissions. To provide access to video or audio files, please load them onto YouTube or similarly accessible social media sites and upload a document (word or pdf) with a list of website links.

Agreement

I grant the City of Boulder Office of Arts and Culture, its representatives and employees the right to use these photographs / videos / audios with proper accreditation for any lawful purpose, including for publicity, illustration, advertising, newsletters, publications, social media and Web. *

Grant report certification and submission

I certify that the information contained in this grant budget report is true and correct to the best of my knowledge. *

I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs. *

First name *
Last name *
Title *
Date *
Professional Development Scholarship DRAFT

Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.
2. **Method.** Submit the report through the online system access through the [boulderarts.org](http://boulderarts.org) website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.
3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at [culturegrants@boulderlibrary.org](mailto:culturegrants@boulderlibrary.org) with the following information:
   a. an update on the project status,
   b. a request to change the project completion date, and
   c. new report due date.
4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

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➢ Which professional development opportunity event did you participate in?*
➢ What dates did the professional development opportunity occur?*
➢ Write a report on what you learned or gained by participating in this event. (1,250 character maximum).*

Grant report certification and submission

➢ I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.
➢ First name
➢ Last name
➢ Title
➢ Date
Rental Assistance Fund - DRAFT

Report

Instructions and deadlines

1. **Timeframe for reporting.** The grant report is due one month after the project is completed.

2. **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the ‘Dashboard’, then you’ll see a ‘Follow Up’ section for the grant. On the far right is the ‘Edit’ button. That will take you to complete the final report.

3. **Extension requests for reporting.** If circumstances delay the Grantee’s ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
   - an update on the project status,
   - a request to change the project completion date, and
   - new report due date.

4. **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.

5. **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

Program Information

- Program title (50 character limit) *
- Program date(s) *
- Grant amount awarded *
- Ticket prices for the event
- Number of people attending the event
- Total revenues from this event
- Please briefly describe what marketing and promotions you undertook for this event. (500 character limit)*
- Please tell us why this rental assistance grant was important to executing your program and the difference it made to your project / program. (1,250 character limit)*

---

Attachments

The following attachments are required. Please title the attachments according to the bolded headings below:

- Please attach a financial statement for your event which includes a detailed breakdown of all rental costs including equipment rental, direct labor costs for technical staff, ushers, security
personnel, etc. This is a requirement for your grant report.*

- Collateral materials. Please provide proof that you’ve given credit to the Boulder Arts Commission for grant funding (proof could be a mention of grant support with the Commission’s official logo in advertising, schedules, news/media clippings, programs, etc.).*
- Media files. Please submit at least three and up to 10 photographs (jpeg) documenting your grant project. Include a Word document listing: name of the event, date, and photo credits. Upload any audio or video file onto YouTube or a similarly accessible social media site and submit a document (Word or pdf) with a list of website links.*

Agreement

- I grant the City of Boulder Office of Arts and Culture, its representatives and employees the right to use these photographs / videos / audios with proper accreditation for any lawful purpose, including for publicity, illustration, advertising, newsletters, publications social media and Web.*

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Grant report certification and submission

- I certify that the information contained in this grant budget report is true and correct to the best of my knowledge.*
- I certify our use of the Boulder Arts Commission credit line and/or logo in project advertising, signage and programs.*
- First name
- Last name
- Title
- Date
November 21, 2018

Boulder City Council
1777 Broadway
Boulder, CO. 80302

Dear Members of the Boulder Arts Commission,

We, the members of the Boulder Arts Commission, look forward to the 2019 Arts & Culture grants cycle and again thank City Council for their commitment to prioritize arts funding in 2019 while making difficult citywide budget decisions for this upcoming year. There are six topics that we are forwarding for your consideration in planning for 2019. These six items are determining factors in the success of implementing Phase 2 of the Community Cultural Plan.

• Affordable housing: The affordability of housing, including studio, performance and retail space for artists, musicians, dancers, writers, actors, etc. This continues to be the top priority for individuals and organizations in our arts community.

• Funding for public art: reinforce the 1% for public art program for municipal capital projects. This continues to be a vital need that will enhance our urban design and the embellishment of our community. More funding is needed to make sure that there continues to be many new commissions. And, there is an acute need for additional staff capacity to ensure that the program meets its goals and community expectations.

• Additional grant funds of $250,000: Boulder Arts Commission applauds Council’s recognition of the need for higher levels of funding for organizations that own or maintain long-term leases on facilities. Recognition of these costs is a step in the right direction. One of the unintended consequences in qualifying for these funds is that some large organizations that do not own their venue are not being equitably considered. The timing of this is unfortunate. A majority of Boulder’s large arts & cultural organizations have been cooperating in 2018 to find a path of sustainable funding for all. There is now a division between property owners and renters amongst these large organizations. We recommend that future arts funding decisions by City Council be coordinated with the Office of Arts & Culture and the Arts Commission.

• This year, due to budget cuts, the proposal by the Office of Arts & Culture for a Fellowship program was cut. The Fellowship invites individual artists to work with city agencies on issues to create work that facilitates citizen participation while generating new art and solutions to local concerns. Funding for this program should be reinstated as soon as it is feasible.

• Minimize regulations that stifle innovation in artist housing/workspace/creative projects, and signage in our community. Continue to pursue opportunities in streamlining approval processes of future arts projects.

• The Arts Commission will be welcoming a new member in March 2019. We’d like Council to consider individuals that represent populations of our community that have been historically underserved by our arts organizations.

With our best regards and appreciation for your work,

Mark Villarreal-Chair
and the members of the Boulder Arts Commission:
Felicia Furman, Kathleen McCormick, Erica Joos and Devin Hughes
Attachment Five
Applications to the 2020 Cultural Grants Program Panel

On the following pages please find applications received by staff for the positions on the 2020 Cultural Grants Panel. Some personal information and letters of support have been removed for the purposes of this publication. Please contact the Office of Arts and Culture if you would like to review full documents.
Name: Belgin Yucelen

Address

Phone

Email

Personal Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

I create sculptures, installations, movies and prints exploring memory, the past and today's ethics intending to enhance our imaginations and consciousness. I studied sculpture at the Florence Accademia D'Arte in Florence, University of Colorado Boulder, Art Students League of Denver and Scottsdale Art School. My work is represented at national and international galleries. I continuously participate in national and international exhibitions at museums, universities and other art venues. My intent is to inspire awareness. I also aim to engage the community in understanding how norms and values within the present landscape were shaped by the past and how the future will form them. My past work attempted to understand transitions in individuals and societies.

I, as an artist, seek ways to contribute to creating conscious communities. This can happen through understanding our purposes in life, fulfilling such purposes, then focusing on others around us. The others include all communities and backgrounds.

Disclosure of Organizational Affiliation.

Belgin Yucelen Studios

If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

Sophistication in a society is possible when space and time is dedicated to art. I would support innovative and creative projects that will help build a civilized and sophisticated community. This could happen with funding for more venues for art exhibitions and performances (municipal and private), more art events, studios and living places supported by the city, maker spaces, places where artist can gather and exchange ideas or collaborate, more public art opportunities.
Belgin Yuceilen creates sculptures, installations, movies and prints drawing on the traditions of the past and today's ethics. She studied sculpture at the Florence Accademia D'Arte in Florence, University of Colorado Boulder, Art Students League of Denver and Scottsdale Art School. She is a recipient of grants including 2018 Moon and Stars Project Grant; 2018 and 2017 Fellow by CHF; 2018 Kristal Marti award; 2017 Tending Space by Hemera Foundation, and National Sculpture Society. Her work was publicized in Fort Morgan Times, Pittsburgh Articulate, Tribune Review, Les Femmes Folies, Daily Camera, Chicago Reader, Examiner and Reporter Herald.

Selected Solo Exhibitions
2020  Clothes from the Past at the Customs House Museum, Clarksville, TN, November 2019-January 2020
2019  Shifts in Time at the Boxi Heart Gallery, Pittsburgh, PA, May-June
2018  Clothes from the Past at the Helena Davis Gallery, Artspace, Richmond, VA, July-August
2017  Sole Purpose: The Shoe at the Arts/Harmony Hall, Fort Washington, MD, October-December
      7th Solo Art Series Art Competition at the Light Space & Time Online Art Gallery, October-December and Artsy.net
      Installation: For Children who will Never be Able to Fly a Kite, fundraiser for the famines in South Sudan, Somalia, Yemen
      and Nigeria, June, 2017
      Clothes from the Past: Installation at the Lakeside Legacy Foundation (LLF), Dole Mansion, IL, March
      Ethereal Shoes: Installation at the LLF, Dole Mansion, IL, March
      Floating Children: Installation in collaboration with photojournalist Brian Rutter at the LLF, IL, March
      Words: Installation and Audio Show at the Lakeside Legacy Foundation, Dole Mansion, IL, March
2016  Journey of a Thousand Years at the Memorial Hall Galleries, Chadron, NE, February-March
2015  Journey of a Thousand Years at the CACE Gallery of Fine Art, Fort Morgan, CO, October-November
2014  A Journey in Bronze at the Smith Klein Gallery, Boulder, CO, March-April
2012  Solo Show at the Consortium815 Gallery, Denver, CO, August
2004  Denver Performance Arts Complex, Denver, CO
      Swallow Hill Art Gallery, Denver, CO
2002  Quiet Memories of Life at UC Denver, CO

Selected Group Exhibitions
2019  Association of Writers and Writing Programs Conference at Studio Northwest, Portland, OR, March
2018  National Sculpture Society Elected Members Online Invitational, Sept-April
      Art of Data in the Canyon Gallery at Boulder Library, CO, Dec-Feb
      Identity Spectrum at Susquehanna Art Museum, Harrisburg, PA, May-August
      Edge of Excess II at Foundry Art Center, Saint Charles, MO, May-June
      Artivism at Pollak Gallery, Monmouth University, West Long Branch, NJ, April-May
      2017  INTERRSECT exhibition at the Sarah Spurgeon Gallery, Central Washington University, WA, November
      Metamorphosis Show by the Women's Caucus for Art at the Core New Art Space, Denver, CO, October-November
      6th Annual Juried International Exhibition of Contemporary Islamic Art at the Irving Arts Center, TX, October-November
      Paradox Show at the Spark Gallery, Denver, CO, August-September
      BRED Exhibit at the Ground Floor Gallery, Nashville, TN, August
      Artful Fashion National Exhibition at the Allegany Arts Council, Cumberland, MD, May
2016  83 Annual Awards Exhibition at Brookgreen Gardens, SC, August-October
Off the Wall at the Maryland Federation of Art Summer Annex, Annapolis, MD, June - July
State of Unions at the Core Annex Gallery, Denver, CO, May - June
Art 7/24 at Armaagman Galaries, Istanbul, Turkey, January - March
2015
Through Her Eyes at the Lacuna Galleries, Santa Fe, NM, May
8th Annual Human Form in Art Show at the Hilliard Gallery, Kansas City, MO, April - May
Creativity Inside the Box at the Loveland Public Library Galleria, Loveland, CO, April - June
The Crow Show at The Studio Door, San Diego, CA, February
The 14th Annual Art Inter/Natinal at Box HeartGallery, Pittsburgh, PA, January - March
2014
Open Studios, Boulder, CO, October
2013
American Art Today: Figures at the Bunzi Gallery, Highlands, NC, September - January
Show at the Bell Studio Gallery, Denver, CO, January
Sculpture in the Park Show, Loveland, CO
2012
Sculpture in the Park Show, Loveland, CO, August
Women's Works at Woodstock, IL, March
Expo 33 at the B.J. at the Spoke Gallery, New York, April
Istanbul Breeze, Turkish Contemporary Art at the Hilton-Asmus Gallery, Chicago, IL, November - January
Own an Original Art Competition at the Littlenton Museum, CO, November - January
Boulder Art Resource Exhibition at the Boulder Public Library, CO, January - February
Topeka Competition, Topeka, KS, January
Body and Soul Exhibition at the Hilton-Asmus Gallery, Chicago, IL, December
SOFACo, Chicago, IL, November
Show at the Elinoff Gallery, Telluride CO
Sculpture in the Park Show, Loveland, CO
2011
Sculpture in the Park Show, Loveland, CO
Art at the River Market, Little Rock, AR
Voices V: Perspectives of the Artistic Soul at the Rembrandt Yard Gallery, Boulder, CO, January
2010
Loveland Invitational Sculpture Show, Loveland, CO
The Great Frame Up Artists Gallery, Longmont, CO
Open Studios Fall Artist Tour, World Art Showcase, Boulder, CO
Art at the River Market, Little Rock, AR
2009
Colorado Artists Guild Juried Exhibition at the Event Gallery, Denver, CO
Loveland Invitational Sculpture Show, Loveland, CO
2008
Summer Art Market Sculpture Show, ASLD, Denver, CO
2007
Summer Art Market Sculpture Show, ASLD, Denver, CO
2006
Russian Art Gallery, Santa Fe, Group Exhibition, Denver, CO
2005
Summer Art Market Sculpture Show, ASLD, Denver, CO
2004
Power and Politics at the Art Students League of Denver, CO
Art In Public Places at the Louisville Art Association, Louisville, CO
2003
Downtown Boulder Art Fair, Boulder, CO
Group Exhibition: Colorado Arts Festival Curated Show, Denver, CO
Group Exhibition: Art Association of Harrisburg Galleries, PA
Group Exhibition: 5th Annual Colorado Arts Festival, Denver, CO
Annual Juried Show at the Spark Gallery, Denver, CO
2002
Group Exhibition: Gallery Sovereign, Boulder, CO
Galleries
- BoxHeart Gallery, Pittsburgh, PA
- Selby Fleetwood Gallery, Santa Fe, NM
- Smith-Klein Gallery, Boulder
- Hilton-Asmus Contemporary, Chicago
- Ellinoff Gallery, Telluride

Movies
- Looking Back, an autobiographical short movie, 6 min, 2014

Museums
- Virtual Shoe Museum, The Hague, Netherlands

Public Art
2010  Art on the Street 2010 Gallery, Lafayette, CO
2010  Art Advocacy Project, Loveland, CO

Awards
- 2018 Moon and Stars Project Grant by the American Turkish Society
- 2018 Executive Level Fellow by the Clark Hullings Fund for the Business Accelerator Program
- "Floating Tales" project was featured as Silver Needle Press Visual-Art Contest winner. It will also be published in Silver Needle Press's Fall 2018 journal issue.
- Elected as a Member of the National Sculpture Society (NSS)
- 2018 Kristal Bafta award by KALID, Istanbul
- 2017 Fellow by the Clark Hullings Fund for the Business Accelerator Program
- Tending Space Fellowship for Artists by Hemera Foundation, 2017
- Winner of the Expo 33 Competition 2014, New York
- Gallery Choice Award, Women's Works 2014, Woodstock, IL
- 1st Place Award for Sculpture, 2009, Colorado Artists Guild Juried Exhibition, Event Gallery, Denver

Publications, Reviews and Lectures
- Digital Waves by A Room of Her Own Foundation (AROHO).
- ACS Magazine, September-October, 2018
- Silver Press, Oct, 2018
- Warhola Contemporary Art Magazine, Fall, 2018
- RVA Magazine, September, 2018
- Artist Talk at artspace. Richmond, VA, July, 2017
- Spotlight on.. Belgin Yucelen, April 10, 2017
- Arttour International, Spring Issue, 2017
- Dox Mansion Presentation on Exhibition Inspirations, March, 2017
- Arttour International, February 15, 2017
- Amplified Art Network, February 14, 2017
- Fort Morgan Times, October 19, 2015
- Pittsburgh Articulate, January 27, 2015
- The Tribune Review, January 25, 2015
- Las Femmes Folles, January 9, 2015
- Daily Camera, March 20, 2014
- Chicago Reader, October 31, 2012
- The Examiner, December 4, 2012
- Lecture and Presentation at SOFA Chicago Show, November 4, 2012
- Turkish American Cultural Society of Colorado, August 4, 2012
- Reporter-Herald, August 11, 2010
Name
Cynthia Silker

Address

Phone

Email

Mail Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

I believe that the arts play a central role in creating and maintaining a vibrant civic culture, and I have made a significant career investment in the arts. My background as an arts nonprofit manager, musician, writer, filmmaker and arts supporter informs the way I understand the City's Arts + Culture priorities, and offers an informed approach towards the equitable and impactful distribution of public arts funding. As one of the fortunate few who can claim Boulder as my hometown, I also feel that I bring a deep commitment to this unique community that will benefit my work as a BAC grants panelist.

Over the past 10 years, I have worked as the Director of Development/Director of Community Engagement for the Boulder Philharmonic, Boulder Ballet, and Rocky Ridge Music Center. As a violinist, I have performed with the Boulder Phil, Boulder Symphony, and Nahlerfest, and I have a music degree from the CU Boulder College of Music. I am also actively involved in local music education and opportunities for youth.

Though music is my primary discipline, I am equally active as a writer working in literary nonfiction and poetry, and also have broad experience working in documentary and experimental film. These activities translate into a deep affinity for literary and film artistic disciplines as well. Coming from such a multi-disciplinary background positions me to understand the needs of disciplines outside my experience, and consider the needs of the arts community as a whole.

Disclosure of Organizational Affiliation
Handmade Film Institute
If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

I am the recipient of two $1,000 Professional Development grants, awarded in 2016 and 2018. These awards enabled me to attend the 2016 League of American Orchestras conference on “The Richness of Difference” in Baltimore, and the 2018 Alliance of Artist Communities conference on “Generosity in Practice: Navigating 21st Century Challenges” in Philadelphia, respectively.

I also have built an extensive track record of applying for and receiving Boulder Arts Commission grants during my 8 years on staff at the Boulder Philharmonic Orchestra. During that time, I prepared 25+ successful BAC grant proposals, including applications for General Operating Support, Arts Education Grants, Community Project Grants, and Rental Assistance Grants. As a result of my efforts, the Boulder Phil received over $110,000 in funding from the Boulder Arts Commission, with additional one-time City funding secured through the Convention and Visitors Bureau and the City Manager’s office. As part of that grants process, I attended many BAC meetings in person to present proposals and participate in funding allocations, and also attended Cultural Summits and other events sponsored by the BAC and the Office of Arts + Culture.

Through my ongoing involvement, I have become thoroughly familiar not only with the grants and services overseen by the Boulder Arts Commission, but also with the range of outstanding Boulder organizations and individual artists who apply for funding each year.
In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

Boulder is an incredibly rich and artistically accomplished community. The cultural composition of the City should be reflected in how public arts funding is allocated and how granting objectives are defined. There are so many promising small-scale groups who support and reflect the authentic expression of these groups. Larger organizations are also working to become more multicultural in their programming and community engagement practices.

Awareness, participation and access to the arts can be driven by education and civic dialogue. Embedding the arts as a necessary part of addressing civic issues such as homelessness, physical and mental health, business and economy, immigration and multiculturalism, and youth development and opportunity would not only increase awareness and participation, but create a model for cities everywhere facing the same challenges.

Public art funding in Boulder is another unique opportunity to engage residents outside of the performance hall or gallery space and attain multiple goals, including: promoting new and underrepresented voices; expanding awareness of all art disciplines in their many forms and manifestations (not just visual art, but also music, dance, theater, and literature); engaging youth in ways that promote their independence, empower their creativity, and contribute to forming healthy identities; and ensuring that every neighborhood contains multiple waypoints that burst with artistic energy and creative engagement with place.
Cynthia Sliker

Functional Summary

Nonprofit management leader brings a substantial development and marketing track record, a focus on relationship fundraising, a creative approach to capacity building, and exceptional writing and communication skills. Achieves ongoing balance between vision and sustainability.

Professional Experience

Handmade Film Institute  
Handmadefilm.org  
June, 2014 to present

- Executive Director
  Co-founder and executive director of this small nonprofit dedicated to exploring, extending, and supporting the use of analog motion picture film as an artistic medium through unique retreat-style filmmaking workshops, seminars, and artist residencies offered internationally.

Boulder Philharmonic Orchestra  
Boulderphil.org  
August, 2015 to March, 2019

- Director of Community Engagement
  Originated the orchestra’s education and community engagement (EDCE) role, increasing education program participation five-fold over four years and establishing new initiatives including in-school performances, sensory-friendly concerts, and community-based events.

Boulder Ballet  
Boulderballet.org  
February, 2015 to August, 2015

- Director of Development and Marketing
  Led fundraising and marketing campaigns for both the professional company and ballet school, highlighting programmatic artistry and community impact to generate buzz, build audiences and student participation, increase contributed revenue and expand capacity.

Rocky Ridge Music Center  
Rockyridget.org  
March, 2014 to December, 2014

- Director of Development
  Created a comprehensive fundraising and development program for this historic summer music program and mountain campus, doubling contributed revenue in a single season, sourcing new grant funding, initiating a capital campaign, and driving a branding refresh.

Boulder Philharmonic Orchestra  
Boulderphil.org  
August, 2010 to April, 2014

- Director of Development
  Directed all aspects of fund development for this professional Tier 5 regional orchestra, including grant writing, events, annual fund and special campaigns, donor relationships, cultivation and board development. Raised $400,000+ in contributed revenue every year.

Ontos Media  
Ontosmedia.com  
March, 2003 to August, 2010

- Owner/Producer
  Co-founder and owner of Colorado-based documentary film and new media company, produced and edited media productions for local and international nonprofits, including the Boulder Symphony, Colorado Haiti Project, and International Pediatric Association.

CONET USA  
Conet.de  
April, 2001 to March, 2003

- Director of Marketing
  Directed US marketing programs for the company’s enterprise web content management software and services portfolio, controlled departmental planning and budgets, executed successful corporate rebranding and product messaging campaign, handled trade events.
Hospitality Solutions International

- Director of Marketing, Advertising, and Public Relations
  Directed marketing, public relations, events, and advertising programs for diverse technology products and services portfolio, including Point-of-Sale and Property Management software and ASP services. Managed marketing staff across three national offices.

Symbiotic Systems Corp.

- Director, Sales and Marketing
  Driven marketing and sales development for the company's internet and back-office software products. Maintained 100% year-over-year sales growth, and participated in strategic negotiations leading to acquisition by Hospitality Solutions International in 1999.

Atwater Carey, Ltd.

- Senior Account Executive, Marketing Coordinator
  Managed wholesale dealer relationships for high-end outdoor first aid kit product line, and coordinated corporate marketing, advertising and charitable sponsorship activities.

Education

University of Colorado, Boulder
- Graduate Studies—History
  American Studies and History of the American West
- Bachelor of Arts—Music
  Dual-Degree Program, Dean's List Scholarship
  Violin Performance and Music Composition
- Bachelor of Arts—English
  Dual-Degree Program
  20th Century American, British, and Post-Colonial Literature

Fairview High School, Boulder CO
- Diploma, with Honors

Relevant Skills and Experience

- Professional Development through the League of American Orchestras, the Alliance of Artists Communities, and the National Guild for Community Arts Education
- Demonstrated leadership ability, proactive project and staff management skills
- Catalyzes organizations via networking, relationship-building and collaboration
- Excellent grant writing and content development ability; passion for storytelling
- Successful track record in fast-paced, high-energy small office environments
- Professional graphic design and video editing skills, attention to visual impact
- Strong digital and social media fluency, timely multi-channel communication

Personal Interests

Writer (literary nonfiction and poetry), devoted mother, violinist, arts patron, outdoors enthusiast and Colorado native, community volunteer, mountain resident, global citizen
Name: Jasmine Baetz

Address:

Phone:

Email:

Personal Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

As a mixed-race, light-skinned, cisgender woman, with a cisgender white father who taught me to navigate institutions, and now with a cisgender white male partner who can be deployed as mouthpiece or shield as needed within those institutions, I am abundantly aware of how I have been supported and sustained by the very power I critique in the institutional spaces I have occupied for most of my adult life. My professional expertise, artistic practice, and “approach to authentic diversity” all come of this context and positionality.

During my two years in Boulder, as a graduate student at CU Boulder (please see my CV for relevant professional experience and service during and before this time), I facilitated a community engaged public art project that honors and celebrates Los Seis de Boulder, the six Chicano student activists who died while protesting CU Boulder’s treatment of minority students in 1974. This project builds upon the long established activism of the Chicano movement and community on this campus, and it contributes to the ongoing but silenced work of holding up a mirror to CU Boulder, and Boulder at large. This project is a challenging attempt to reckon with my relative privilege and activate it in service of others, a continuous movement of stepping up to do or take, and stepping back to make way.

Disclosure of Organizational Affiliation: CU Boulder

If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

I received an “individual” Boulder Arts Commission Community Project Grant in 2019 for the Marking Space for Los Seis de Boulder project. The grant writing experience was positive. I felt that the questions and framing of the grant application were designed to prioritize projects that centered community and impact. The panel experience was, for me, straightforward - the short time for response meant that I had to stick to a script that addressed as many of the panel’s questions and concerns as possible.
In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

Making responsible decisions about awarding grants involves taking a long view to the history of how that system has operated, who it has advantaged, and what it has missed, either willfully or by design. Points in the Community Cultural Plan open up serious consideration of equity and justice in how arts projects are prioritized.

The priority to center dialogue about how culture can positively contribute to the economy, social offerings, the environment, and diversity, is of interest to me because of the focus on dialogue. Such a dialogue could consider the varieties of diversity: in experience, race, gender, class, ability, and so on, and how valuing and investing in these diversities can impact art and cultural production around us.

Prioritizing art and culture in public space through public art (and all its relatives) is a focus of mine. I believe that equitable representation in public space is one of the most essential mandates for a city or institution to commit to, if it claims to be invested in racial, economic, or gender justice. This point ties into the “vision” section: “we will nurture the form of the city to include thoughtfully designed public spaces[...].” This nurturing has the potential to be radical and transformative, resisting ahistorical cultural production, and promoting the construction of a public space which encourages citizens to think deeply and perhaps even critically about their surroundings.
Jasmine Baetz

Education

2017 - 2020
MFA, Ceramics
Graduate Certificates: Women and Gender Studies, Future Faculty Development, and Certificate in College Teaching
CU Boulder (Boulder, CO)

2015 - 2017
BFA, 3D Fine Arts
Massachusetts College of Art & Design (Boston, MA)

2012 - 2014
Fine Arts Diploma
Langara College (Vancouver, BC)

2005 - 2009
BA, Religious Studies (specialist): Writing, Rhetoric and Critical Analysis (minor), Buddhism, Psychology and Mental Health (minor)
University of Toronto (Toronto, ON)

Selected Exhibitions

October 14 - December 1, 2019
Street Wise, group show, collaboration with The Aquentza Collective
The Canyon Gallery (Boulder, CO); curated by Leah Brennan Clack

March 24 - 30, 2019
Human Nature, group show
Copeland Art Center (Minneapolis, MN); in conjunction with the National Council on Education for the Ceramic Arts Conference

December 1, 2018 - January 4, 2019
How to: Work With, group show
Fault Line Projects (Salt Spring Island, BC); curated by Alwyn O'Brien

March 29 - April 30, 2018
10 Things That Make Sense, solo show
Chazan Family Gallery (Rock Island College, RI); curated by Juan Jose Barbosa-Guibo

March 28 - April 7, 2018
29th Annual MassArt Auction, juried (catalogue)
Bakalar & Paine Galleries (Boston, MA)

April 4 - September 22, 2017
Maker's Marks: Art, Craft and the Fiber of Change (catalogue)
Nichols House Museum (Boston, MA); curated by Simera Welty, with concurrent lecture and panel, “Contemporary Art + Craft,” Nichols House Museum, Boston Athenaeum, and WEUR

March 30 - April 6, 2017
29th Annual MassArt Auction, juried (catalogue)
Bakalar & Paine Galleries (Boston, MA)

November 26, 2016 - January 21, 2017
Perla/Pervize, two person show with Christian Vistan (catalogue)
Artspeak Gallery (Vancouver, BC). Curated by Beppe Chayy

July 11 - 31, 2015
Four Significant Landscapes, group show
The Packing Plant (Nashville, TN)

February 20 - March 6, 2015
Cactus Packing Project, two-person show with Christian Vistan
WNDW gallery (Vancouver, BC); curated by Lexie Owen
Public Art Installations

July 2019 - Present  Los Seis de Boulder, community created sculpture  
CU Boulder campus - Temporary Building 1 (Boulder, CO)

March 2012 - March 2013  Little Shadow, collaborative public art installation  
Transit KC’s Art Program at Langara - 49th (Vancouver, BC)

Service

Fall 2018 - Spring 2019  Secretary, United Government of Graduate Students, CU Boulder

Diversity and Inclusion Committee Member, United Government of Graduate Students, CU Boulder

Art Practices Lead GPTI, Graduate Teacher Program, CU Boulder

Spring 2018 - Spring 2019  Art & Art Practices Representative, United Government of Graduate Students, CU Boulder

Spring 2018  Ceramics Area Representative, Student Advisory Board, CU Boulder

Spring 2017  3D Curriculum Committee Student Rep, MassArt, Boston, MA

Spring 2016 - Spring 2017  Ceramics Department Representative, Student Government Association, MassArt, Boston, MA

Fall 2015 - Spring 2017  Clay for Change student group member and volunteer, MassArt, Boston, MA

Residencies & Fellowships

2019 - 2020  2019-20 Community Based Research Fellow & Cohort Organizer, CU Engage, CU Boulder

2019  Archive Transformed: Artist/Scholar Residency, CU Boulder

NEST Graduate Student Fellow, CU Boulder

2018 - 2019  Engaged Arts and Humanities Scholar, Office for Outreach and Engagement, CU Boulder

2017  Once Upon Water Residency, Pico Island, Portugal

Presentations, Panels, and Lectures

March 2020  “Monumental: Preserving the Present” panelist, National Council on Education for the Ceramic Arts, Richmond, VA

October 2019  “Sharing Stories Over Silence” workshop facilitator, Imagining America 20th Anniversary National Gathering, Albuquerque, NM

September 2019  “Arts & Culture” Boulder Council Candidates Forum moderator, Boulder County Arts Alliance, The Dairy Arts Center, Boulder, CO

May 2019  “Relevance of Clay” panelist, Boulder County Arts Alliance, Museum of Boulder, Boulder, CO
“Space, Place and Diversity in the Arts” panelist, Colorado Creative Industries Summit, Salida, CO

November 2018

“Los Seis de Boulder public art project” presentation for Dr. Eileen Lagman’s Race and the University seminar, CU Boulder

November 2018

“Incantation bowls and ‘bloodwork’” presentation for Penelope Van Grinsven’s Ceramic Ritual and Performance seminar, CU Boulder

October 2018

“Space, Place and Diversity” panelist, CU Boulder Office for Outreach and Engagement, Boulder County Arts Alliance, Boulder, CO

March 2018

“Unpacking/ Reframing/ Engaging” Clay Discourse panelist, National Council on Education for the Ceramic Arts, Pittsburgh, PA

Visiting artist lecture & demos, Rhode Island College, Providence, RI

May 2017

“Contemporary Art + Craft” lecture, Boston Athenæum, Boston, MA

April 2017

Gallery talk, Nichols House Museum, Boston, MA

November 2016

Gallery talk with Christian Vistan and demonstration with Robert Azevedo, Artspeak Gallery, Vancouver, BC

Teaching

Summer 2019

Lecturer, CU Upward Bound Summer Academic Institute: Ceramics

Instructor, CU Science Discovery: Paint and Pixels

Instructor, Program for Excellence in Academics and Community, Miramontes Arts and Sciences Program: Ceramics Workshop

Fall 2018, Spring 2019, and Summer 2019

Graduate part-time teacher, CU Boulder: Ceramics for non-majors

Summer 2018

Teacher, CU Upward Bound Summer Academic Institute: Ceramics Workshop

Fall 2017

Teaching Assistant, CU Boulder: Jeanne Quinn, Wheel throwing

Fall 2016 · Summer 2017

Ceramics Teacher, Brookline Arts Center, Brookline, MA

Ceramics Teacher, Vaud Morgan Arts, Cambridge, MA

Summer 2016

Teaching Assistant, MassArt: Ben Ryterband, Wheel working

Fall 2015 · Summer 2017

Ceramics Teacher, Feet of Clay, Brookline, MA

Fall 2015

Teaching Assistant, MassArt: Jama Longacre, Clay design

2014-2016

Ceramics Teacher, weekly workshops in my studio, Vancouver, BC

Fall 2009 · Spring 2011

Ceramics Teacher, DaNisha Sculpture, San Miguel de Allende, GTO

Aerial Arts Teacher, GravityWorks, San Miguel de Allende, GTO

Spring 2008 · Summer 2008

Teaching Assistant, Dundas Valley School of Art, Dundas, ON
Other Relevant Employment

Fall 2017 - Summer 2018
Graduate Assistant, CU Boulder: Kiln area management

Fall 2014
Community Intern, Feet of Clay, Brookline, MA

Spring 2014
Studio Assistant, Langara College, Vancouver, BC

Spring 2011 - Spring 2014
Studio Assistant, Blue Horse Gallery, Salt Spring Island, BC

Spring 2011 - Spring 2012
Studio Assistant, Art You Wear, Salt Spring Island, BC

Fall 2009 - Spring 2011
Studio Assistant, DaNisha Sculpture, San Miguel de Allende, GTO

Spring 2000 - Summer 2008
Teaching Assistant, Dundas Valley School of Art, Dundas, ON

Honors & Awards

2019
Community Project Grant, Boulder Arts Commission
Arts in Society Award, ReelFinds Contemporary Art Center
Dean’s Award, Beverly Sears Grant Program, CU Boulder
Dorothy Martin Endowment Fund Award, Center for Inclusion and Social Change, CU Boulder
Graduate Teaching Excellence Award, United Government of Graduate Students, CU Boulder
King Exhibition Scholarship Award, CU Boulder
Charles Francis Truscott Scholarship in Fine Arts, CU Boulder
Micro Grant, Office for Outreach and Engagement, CU Boulder

2018
Best Should Teach Award, Graduate Teacher Program, CU Boulder
Rose Ann Fritz Bershensky Art and Art History Endowed Scholarship, CU Boulder
Eaton Travel Grant, Center for Humanities and Arts, CU Boulder
United Government of Graduate Students Travel Grant, CU Boulder
Graduate School Domestic Travel Grant, CU Boulder

2017
Helen Blair Sculpture Award, MassArt
Ceramics Departmental Honors, MassArt
Performing & Creative Arts Scholarship, TEZANA

2016
American Craft Council Student Scholarship for 2016 conference
3D Scholarship for Haystack Summer Conference, MassArt
Russell Doucette Memorial Scholarship for ceramics, MassArt
AKF Group Scholarship for engineering-based artwork, MassArt
Rac Dinner Fund Scholarship, Anderson Ranch Arts Center
Ceramics All School Show Award, MassArt

2015  Lucy Morgan Scholarship, Penland School of Crafts
2014  Avery Huyghe/Jack Diggle Award for Ceramics, Langara College
2008  King Memorial Scholarship for Writing, University of Toronto
2006  Residence Life Award for Student Leadership, Innis College
2005  Kitchen Sink Award for Community Service, Innis College
Personal Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

I have worked as a professional writer since 2008. I write articles, news stories, and interviews for magazines, websites, and private clients. I am also currently co-writing a memoir with one of my former literature professors about his survival of the Holocaust. I am deeply committed to the art and craft of writing, and have been fortunate to teach writing at various community colleges. Since 2014, I have also worked as a professional photographer. I currently work full-time in development as a grants manager, while writing and shooting in the evenings and on weekends.

My personal artistic practice includes both writing and visual arts, with projects often based on the idea that overlooked, forgotten objects and marginalized people can teach us the most.

As a white cisgender heterosexual female who is committed to social justice, I believe it is my duty to help create and hold space for those who have been historically underrepresented in the arts, whether based on race/ethnicity, age, disability, sexual orientation, gender/gender identity, socioeconomic status, geography, citizenship status, or religion. Much like the City of Boulder, I believe all individuals and groups should be represented in the development of arts policy, have access to venues, and participate in the fair distribution of resources. I seek to actively help create and foster such representation both in my professional work life and as a volunteer for organizations that are doing this work.

Disclosure of Organizational Affiliation. Grants Manager for “I Have A Dream” Foundation of Boulder County
If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

Affiliation: The "I Have A Dream" Foundation of Boulder County is an educational agency and has not received funding from the Boulder Arts Commission; being eligible for funding from the Commission in 2019 is extremely unlikely.

Experience: I served as a panelist on the Community Trust Grantmaking Advisory Committee (Arts and Culture) for the Community Foundation Serving Boulder County from July to September 2018. Given that I relocated to Boulder so recently in July 2018, this work gave me the opportunity to dive deep into Boulder's cultural landscape. I was also fortunate to learn more about the funding challenges faced by many arts organizations in Boulder. Prior to that experience, I served on numerous decision-making panels, from admissions committees in college to non-profit volunteer boards that had to make decisions about resource distribution. Most recently, I served as a volunteer board member for the New York Wellesley Club from June 2015 to June 2017.

I have worked as a grant writer since 2016. I served as the Manager of Institutional Giving for two years at Kaufman Music Center in New York City from September 2016 to July 2019. The Center is a music education and performance non-profit and offered me wide-ranging experience as a professional in the non-profit arts and culture field.

I would be deeply honored to bring my experience to the Boulder Arts Commission in service of our community.
In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

I was thrilled to become familiar with the cultural plan’s sections on Community Priorities, Vision, and the strategy for Supporting Cultural Organizations. I am most interested in the opportunity to partner with those organizations that are already invested in the City of Boulder’s vision of including creativity as an essential ingredient for the well-being, prosperity, and joy of community members. So many arts and culture organizations are cash-strapped but have dozens of inspiring ideas that they could bring to life with additional resources and funding, so I am also interested in the innovation component of that support. It is encouraging to see the plan’s recommendation that the Office of Arts + Culture’s annual grant funds increase to $1 million by 2021, and I would be so excited to be part of the team who makes recommendations about distributions, especially as we work to "achieve a highly diverse and innovative mix of cultural, economic and social activity that improves the life of every resident, worker, student, and visitor."

Given my background and experience as both a professional working artist and teacher and as a non-profit manager, I would bring useful in-the-trenches insight and perspective to the Boulder Arts Commission. It would be an honor to help execute the City of Boulder’s plans to fill in the gaps of current services and address issues of access and affordability, while carrying out the city’s community priorities and vision.
KATHARINE REECE

DEVELOPMENT AND WRITING EXPERIENCE

“I Have A Dream” Foundation of Boulder County
Grants Manager
Boulder, CO
July 2018 to present

Responsible for raising $1M+ annually through portfolio management of 100 renewal and prospective institutional donors (foundation, corporate, and government). Refresh grant proposals for existing funders and new funder outreach, with goal to increase funding that has decreased and demonstrating the value of our programs to current and prospective funders. Draft reports and maintain database of compelling stories and statistics demonstrating impact of funds received. Steward personal relationships with funders in interest of strengthening their connection to the institution via communications and site visits. Collaborate with and guide Director of Development and Chief Executive Officer on portfolio management and stewardship. Partner with Trustees and volunteer leaders on fundraising strategies and solicitations. Conduct rigorous research and outreach to steward existing relationships and identify prospects (or new approaches to existing, previously unsuccessful prospects). Write news items and press releases. Maintain all compliance paperwork, budgets, and database records in Salesforce. Draft budgets as needed. Administer surveys and support data collection efforts as needed. Support Development team on events and other projects.

Kaufman Music Center
Consultant
Manager of Institutional Giving
New York, NY
July 2018 to October 2018

September 2016 to July 2018

Responsible for raising $950K+ annually through portfolio management of 60 renewal and prospective institutional donors (foundation, corporate, and government), in addition to $100K+ of funds from individuals and events and $1M+ in government capital allocations. Brought in 14 new institutional gifts in FY18. Significantly refreshed grant proposals for existing funders and new funder outreach, in the interest of increasing funding that has decreased and demonstrating the value of our programs to current and prospective funders. Steward personal relationships with funders in interest of strengthening their connection to the institution via communications and site visits. Conducted rigorous research to steward existing relationships and identify prospects (or new approaches to existing, previously unsuccessful prospects). Created aggressive prospective pipeline to meet revenue goals by making compelling cases for deepened partnership and recently bringing in numerous new partnerships with awards between $25,000 to $50,000 (while maintaining gifts of $300,000+). Wrote news items and fact sheets. Elevated standards for collecting and presenting consistent programmatic data across the institution, and collected new data proving impact and value of various programs, including: researching, writing, and administering surveys; collecting and analyzing data; and presenting results to key stakeholders. Maintained all compliance paperwork, budgets, and database records in Tessitura and Salesforce. Collaborated with and guided Director of Development and Executive Director on majority of fundraising projects. Partnered with Trustees and volunteer leaders on fundraising strategies and solicitations.

Katharine Reece LLC
Freelance Writer, Editor, and Photographer
Brooklyn, NY
August 2014 to present

Write articles, news stories, and interviews for magazines, websites, and private clients—including non-profits, foundations, hospitals, and major corporations. Create and write fundraising and campaign materials for colleges and universities. Edit and co-write grants, job and graduate program applications, and papers for dozens of clients. Maintain strong relationships with clients and actively cultivate new clients. Shoot photos for magazines, businesses, and private clients, such as Microsoft and various colleges. Manage all accounting, marketing, branding, and social media. Written work published by institutions such as Fashion Institute of Technology, Johns Hopkins University, Nike, Reebok, and Wellesley College. Co-writing a Holocaust memoir with a literature professor. Managing Editor for business blog, Inside the Affiliate.
CrossFit South Brooklyn
Managing Editor
April 2014 to January 2016
Created, organized, and executed annual Art Show from 2014 to 2017 showcasing work of local artists and community members, across all mediums from dance to photography to digital media, while managing all artists, set-up, and volunteers. Spearheaded crowd-sourced fundraising campaigns for a local small business, helping to raise $60K in 2014 and $27K in 2015 for the Brooklyn Community Foundation through my storytelling skills. Wrote daily posts to convey critical information to the business’s community and potential members. Promoted and organized dozens of annual events, and recruited volunteers. Managed and built network of freelance writers. Copy-edited all contributed stories and content. Amplified business’s message and supported programs by pitching, writing, and assigning weekly articles, profiles, and interviews. Shot, produced, and edited photos and videos. Worked with developer to enhance user experiences, and analyzed metrics. Averaged 800 daily unique visitors and 3-5K daily page views.

Sarah Lawrence College
Assistant Editor, Sarah Lawrence magazine
Graduate Writer
Bronxville, NY
May 2011 to July 2014
September 2010 to May 2011
Wrote and edited feature articles, news stories, and profiles about the Sarah Lawrence College community for twice-yearly print magazine, distributed to 20K+ readers. Selected to create and write copy for multiple College fundraising campaigns, each dramatically exceeding set goals. In March 2014 campaign, attracted over 750 new donors, meeting Trustees’ $100K match challenge and helping us win 2014 recognition from CASE for overall performance in fundraising. Worked closely with Advancement associates to maintain existing donor relationships and cultivate new ones on a weekly basis. Used Raiser’s Edge to tailor my writing to further relationships with individuals and families. Trusted and selected by president to interview and write about high-level donors, including largest donor to date ($1 MM). Managed stable of freelancers, supervised team of student workers, built network of contributors. Fact-checked and copy-edited. Won 2013 Gold Winner and 2012 Silver Winner, General Interest Magazine, CASE Circle of Excellence Awards, along with dozens of other awards.

ClientTrack
Marketing Specialist and Copy Editor
Salt Lake City, UT
August 2008 to January 2009
Wrote and edited content for company website and blogs in non-profit technology community. Authored case studies, white papers, and press releases. Began developing a grants program. Launched website, a project on hold for a year until I arrived. Wrote and managed company newsletter (sent to 15K+ clients and executives). Expanded marketing reach by introducing social media presence, with exponential growth in generation of sales leads.

TEACHING EXPERIENCE

Borough of Manhattan Community College
Adjunct English Instructor
New York, NY
September to December 2016
Managed all operational aspects of undergraduate writing courses (ENG101 and WRIT101, respectively).

Flathead Valley Community College
Adjunct Writing Instructor
Kalispell, MT
January to May 2016
Taught the craft of writing to individuals and groups, such as social workers at The Neighborhood Defender Service of Harlem. Selected private client projects included a novel, a series of business op-eds, and various blogs.

Katharine Reece LLC
Freelance Writing Coach and Editor
August 2014 to December 2016
Brooklyn, NY
Taught the craft of writing to individuals and groups, such as social workers at The Neighborhood Defender Service of Harlem. Selected private client projects included a novel, a series of business op-eds, and various blogs.

Wellesley College
ELL Teaching Assistant and Writing Tutor
Wellesley, MA
January 2007 to May 2008
Designed and executed college-credit course (WRIT199) for English-language learner. Worked one-on-one with students, tutoring 15 on regular basis spanning all academic disciplines. Certified by College Reading and Learning Association in 2007-08.
LEADERSHIP EXPERIENCE

Community Foundation Boulder County  Boulder, CO
Community Trust Grantmaking Advisory Committee Member August 2018 to September 2018
Served on Arts and Culture Committee, reviewing proposals and making award recommendations.

New York Wellesley Club  New York, NY
Website Manager July 2015 to June 2017
Served as volunteer board member, managing website and communications for club that is responsible for engagement activities for the 2,700 alumnae living in NYC, with weekly event posts and news items.

Organizing for America  New York, NY
Staging Location Director September to November 2012
Phone Bank Coordinator June to September 2012
Volunteered for GOTV efforts in Pennsylvania, co-managing teams of 15+ weekly phone bank volunteers in NY and 100+ GOTV canvassing volunteers in northwest PA.

Ronald McDonald House New York  New York, NY
Meal Coordinator June 2011 to October 2013
Organized and supervised monthly dinners for families of cancer patients. Responsible for planning menu, supervising preparation, managing team of up to 10 members, and serving an average of 100 guests.

EDUCATION

Sarah Lawrence College Graduate Writing Program  Bronxville, NY

Columbia University, Fellowship at Oral History Summer Institute  New York, NY
Presented oral history project and short film on domestic violence in Utica, NY. Summer 2011

Wellesley College  Wellesley, MA
Honors B.A. cum laude in English. GPA 3.59/4.00. May 2008

SKILLS

Proficient with Microsoft Office Suite, Adobe Creative Suite, Google Suite, and all major social media platforms; newsletter platforms (Constant Contact, MailChimp); multiple website and blog platforms (Squarespace, WordPress, Wild Apricot); multiple databases (Tessitura, Raiser’s Edge, Salesforce), SurveyMonkey; and basic HTML and CSS. Strong emotional intelligence and people skills.
Name: Nathaniel Rothenberg

Address

Phone

Email

Personal Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

My "personal narrative" - if you can call it that - is limited tenure as a result of my youth (yes, I am dating myself here). However, if the BAC is willing to keep an open mind towards young professional applicants, I am sincerely interested in volunteering on the 2020 grant panel.

I earned a bachelor's in music performance, a certificate in music entrepreneurship, and a minor in business with a focus on management and innovation during my undergraduate at CU Boulder. I am currently pursuing a graduate certificate in Arts Admin. My professional expertise revolves around the marriage of my two passions: The Performing Arts and Business Management. As a tubist and music faculty member, I have performed and taught with dozens of academic and professional orchestras, wind ensembles, quintets and as a soloist. As a young "businessman" I have worked in varying capacities for some of Boulder's leading arts organizations. I specialize in arts-related marketing and development. From entrepreneurial audience development, leveraging 21st-century data-analytics, and helping run a nationally recognized music festival to creative fundraising, venue level ticketing, and stage managing - my background in the Boulder arts scene is diverse.

I come from the Washington DC area -- an area that prides itself on prioritizing social, academic, political, and cultural diversity. In this day and age, it is time to open doors for "everyone" and to embrace diversity in our community.

Disclosure of Organizational Affiliation: Colorado Music Festival & Center for Musical Arts

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If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

Hopefully, I am not a complete stranger to the commission as I am a fairly recent recipient of the 2019 Scholarship for the Graduate Certificate in Arts Administration at CU Boulder (program ending in May of 2020). My panel experience comes from being on the University of Colorado, Boulder College of Music Student Government. As a council representative, (among other items) I was one of many council members who held quarterly panels to hear from student charters (of national organizations), local student organizations, and clubs -- to ultimately vote on funding to select recipients that advanced the college of music mission of student advancement and excellence. I have experience in participating in the weekly process of hearing from members of our community, deciding on organizational priorities, working towards long term plans/goals, and delegating the student government budget. As far as grant writing experience goes, I have a few academic grants that I have written personally, but for the most part, I have helped either edit or tweak grants that were already being written for some of the organizations I have worked for. As stated previously, I am still a young professional and I seek to gain more knowledge and practical application of this process as I advance through my career.

In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

After reading the Community Culture Plan, I am impressed with the level of detail, strategy, and commitment that the BAC has pledged to the city of Boulder. I am not aware of many communities that successfully leverage volunteer panels to implement such a vision, but I am proud that my city has taken action.

I would like to bring my unique perspective as an arts-engaged millennial to the grant-awarding process. As a recent grant recipient to advance my arts education, I know first hand the importance of investing in the next generation of leaders in the community. I would like to contribute my young (and hopefully fresh) ideas and perspectives to the panel.

Regarding Community Priorities and Strategies: I am most attracted to supporting the resiliency and sustainability of cultural organizations, supporting artists and creative professionals, developing leaders, engaging our youth and developing Boulder’s creative identity to make it a cultural destination.

I will end with this: my two favorite words in the English language are curiosity and creativity. It is my personal belief that if society can encourage and instill curiosity and creativity into our youth - the rest is just gravy. Meaning, it is of the utmost importance to encourage our youth (and adults) to think, feel, create, and wonder. If our community upholds these values, I frankly feel that the palette and potential for human achievement and advancement - whether that’s in the arts or not - is infinite.
EDUCATION
Univeristy of Colorado, Boulder, CO (Warner的基础上 College of Music, Jacobs School of Business)  
B.M. in Brass & Percussion Performance; Minor in Business w/ focus in Management & Innovation; Certificate in Music Entrepreneurship
CPA 3.49  May 2018

HONORS & AWARDS
- Dean's List: Fall/Spring 2014, Undergraduate Development Award Spring 2016

LEADERSHIP
College of Music Student Government, Boulder, CO (Chair Representative)  
- Graduated valedictorian of class 2014, was able to attract the attention of several national companies. Conducted research on student body and their needs.
- Center for Music Arts, Boulder, CO (Faculty)  
- Organized and conducted a successful fundraising event, raising over $10,000.

EXPERIENCE
Colorado Music Festival & Center for Musical Arts, Lafayette, CO  
Marketing & Development Coordinator  
- Coordinates and executes all digital marketing campaigns with the oversight of the Marketing Director. Responsible for management of email list targeting over 10,000 subscribers. Implemented email marketing campaigns including the segmentation, design, and scheduling of all content, blog, promotion, and school registration focused emails. Successfully grew email list from 8,000 to 10,000 over 1 year.
- Manages both the Festival and the Center websites. Helped oversee the redesign of both websites, from the creation of new logos, new webpages, and new tools, to the integration of a weekly blog feature and a the integration of press and social media throughout both sites.
- Utilizes Google Analytics to track and analyze website traffic. Successfully grew traffic from 1,500 to 4,000 visitors a week.
- Manages various social media platforms to promote ticketed events, audience engagement, and community outreach. Utilizes dynamic ad approaches (via AdWords) to grow social engagement and ultimately spike sales conversions.
- Coordinates the production and distribution of all collateral. Major 2019 projects include a calendar, Season Brochure, and Program Book.
- Executed all sales-related data analytics. Oversees the use of the Audience View software. Frequently builds Business Intelligence (BI) reports exploring YOY sales, marketing and ticketing KPIs, consumer demographic information, and various other sales metrics.
- Processes all gifts in the Raiser's Edge software. Earns new gifts based on campaign, fun, and appeal. Works with all donor acknowledgement.
- Assists in the planning and execution of fundraising events (gala, auction, dinner, etc.). Helped the Development Director in the preparation and execution of the 2019 Gala, successfully raising over $250,000.

Colorado Music Festival & Center for Musical Arts, Lafayette, CO  
Marketing & Business Development Intern  
- Coordinates and executes all digital marketing campaigns with the oversight of the Marketing Director. Responsible for management of email list targeting over 10,000 subscribers. Implemented email marketing campaigns including the segmentation, design, and scheduling of all content, blog, promotion, and school registration focused emails. Successfully grew email list from 8,000 to 10,000 over 1 year.
- Manages both the Festival and the Center websites. Helped oversee the redesign of both websites, from the creation of new logos, new webpages, and new tools, to the integration of a weekly blog feature and the integration of press and social media throughout both sites.
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- Executed all sales-related data analytics. Oversees the use of the Audience View software. Frequently builds Business Intelligence (BI) reports exploring YOY sales, marketing and ticketing KPIs, consumer demographic information, and various other sales metrics.
- Processes all gifts in the Raiser's Edge software. Earns new gifts based on campaign, fun, and appeal. Works with all donor acknowledgement.
- Assists in the planning and execution of fundraising events (gala, auction, dinner, etc.). Helped the Development Director in the preparation and execution of the 2019 Gala, successfully raising over $250,000.

University of Colorado - New Venture Challenge (NYC), Boulder, CO  
Creative Industries Track - Semi-Finalist  
- Was a founding partner for the start-up VentNotes, a fully digitalized sheet music library, with the mission to modernize the music buying process while still offering composers a high-quality product. Drafted a comprehensive 30-page business plan that was pitched to an investor panel.

Colorado Chautauqua Association, Boulder, CO  
Membership & Development Coordinator  
- Negotiated and executed all sales for the Annual Appeal and Colorado Chautauqua Gala, totaling donations over $25,000. Responsible for the processing, tracking, and management of all memberships and donations. Assisted with the administration of the annual BOD governance elections.
- Drafted and mailed monthly member renewal letters and donor acknowledgments. Oversaw the implementation of the membership database.

Colorado Chautauqua Association, Boulder, CO  
Box Office Assistant Manager  
- Responsible for the daily management of all public event revenue. Submitted performance settlements to accounting 3rd party promoters.
- Maintained and monitored the Box Office Ticketing Software (AV), and entered sales data by building BI reports.
- Managed a seasonal staff for Summer public event sales. Trained staff in AV to process all sales. Trained staff in effective CRM's including over-the-phone and in-person sales transactions.

SKILLS
- Website Building (Wordpress, Squarespace), CRM Software (Raiser's Edge, AudienceView, Colorado BoxOffice), Microsoft Office Suite (Excel, Outlook, Publisher, Word), Adobe Creative Suite (Photoshop, Acrobat, InDesign), Project Management (Trello, Slack, Asana), Social Media Management (Facebook, Instagram, Twitter, Youtube), Email Marketing (MailChimp), Content Management (DNN, Sharepoint), Apple Suite (Final Cut Pro X, Logic Pro X, Google Suite (Google Analytics, Google Ads), etc.)

ADDITIONAL INFORMATION
- Musician/Teacher | New Venture Club & Bridge the Gap Club member at CU | Volunteer at Telluride Bluegrass Festival | CPR/AED cert.
Name: Sarah Braverman

Personal Narrative. Please provide information on your professional expertise, artistic practice, and approach to authentic diversity.

I've engaged in a variety of arts mediums throughout my life, and am proud to be working in arts administration. I have worked for various nonprofit arts organizations of different sizes and scopes, as well as small businesses specializing in handmade goods and raw materials for makers. My current artistic practice is more one of craft - I am an avid knitter with experience designing original patterns and seek to be actively engaged in the maker community. Past artistic practices include dance (modern/contemporary focused, ages 4-24), violin (ages 10-20), musical theater (ages 12-20), color guard (ages 14-20), and smaller engagements with visual art (ceramics, photography, and painting, ages 14-18).

For me, authentic diversity means you're not just filling a quota; you're researching the needs of a community or demographic by asking the people you seek to serve what they want and need, and how you can best support them. I wrote my graduate thesis on creative placemaking in Morristown, NJ (by Morris Arts, local arts council) and interviewed the program director of a project in a historically immigrant-dominated community and community activists. Both talked about "reverse engagement," where instead of hosting public meetings and hoping the people they wanted to reach would come, they went into the community, knocked on doors, and had intimate conversations. I still have much to learn about authentic diversity and practices, but I am eager to continue the discussion.

Disclosure of Organizational Affiliation.

BMoCA employee

If you have applied for and/or received Boulder Arts Commission grants in the past, please indicate the years, programs, and project titles of the grants. Also, please inform us of your grant writing and panel experience.

I have not personally applied for BAC grants for myself nor my organization (yet). I have 2+ years grant writing experience for The Shakespeare Theatre of New Jersey, have taken a graduate level course on fund development, and have attended various professional development events and workshops where grant fusing was discussed, such as the SCFD Tier III Summit this fall and ECAA's recent grant writing workshop. I have never served on a grant panel.
In reading the Community Cultural Plan sections on the Community Priorities, Vision, and Support our Cultural Organizations Strategy, please provide your perspective on what principles and focus most interests you in making good decisions about awarding grants. The Community Cultural Plan is available on our website at boulderarts.org.

I'm intrigued by the concept of a "creative identity" for the City of Boulder and how that relates to grant funding, as it is public money that is distributed through grants. The BAC has leverage to "cultivate the conditions" for this identity, thus working toward creating the "vibrant environment" also outlined in the Vision statement. I sense that the Community Cultural Plan seeks to be as inclusive and community-centric as possible, which I admire, but it makes me think of where the concept of "place-keeping" may come into play. I myself am a Boulder transplant and am sensitive to how I may be contributing to the rapid changes and growth of the City. This is the perspective I bring to making decisions about awarding grants - who are we serving and what are the ripple effects of these decisions? It's a challenging dynamic because I also care deeply about all facets of arts and culture and believe there is a time and place for them all, but this work doesn't happen in a silo. We need to be conscious and informed of our greater community and environment.
Sarah Braverman

Professional Experience

Development & Marketing Associate, Boulder Museum of Contemporary Art (August 2018 – Present)
- Working closely with the Deputy Director and Executive Director to manage grant writing/reporting, individual giving, fundraising events, and membership program
- Initiated email and print marketing campaigns across multiple platforms and serve as press contact
- Support other departments as needed in collaborative work environment

Host/Creator, brave space: a gathering of makers, podcast (January 2018 – Present)
- With an interview-style podcast as a platform, I seek to elevate the voices of artists, makers, and creatives to advance the conversation about their work, perceptions of their craft, what inspires them, and other topics relevant to discussion

Manager, Short Stories Bookshop & Community Hub, Madison, NJ (September 2017 – June 2018)
- Managed a retail space that has a dual purpose of an independent bookstore and arts/culture venue
- Spearheaded efforts for strategic thinking, acting, and learning, incorporating owner/advisor as needed
  - Reviewed and evaluated past practices to determine areas for improvement and growth
  - Implemented new efforts and policies for monetizing rental space
  - Relinued marketing efforts through social media and e-newsletter
- Appointed “Honorary Ambassador of Optimism” by the Borough of Madison’s Mayor for collaboration on Paint the Town Yellow initiative

Graduate Assistant, Drexel University, Philadelphia, PA (September 2016 – June 2017)
- Collaborated with the faculty and staff of the Arts Administration program at the Westphal College of Media Arts & Design on recruitment efforts, alumni relations, special events, and fundraising
- Cultivated relationships with prospective students through phone and email communications
- Wrote and edited the program’s newsletter, ArtsLine; interviewed alumni, students, and artists
- Served as Treasurer of Arts Administration Graduate Association
  - Planned and executed annual Arts Auction alumni and networking fundraiser
  - Coordinated student trip to Arts Advocacy Day in Washington, D.C.
  - Functioned as point of contact for donors, faculty, and constituents

Development Associate, The Shakespeare Theatre of New Jersey, Madison, NJ (June 2014 – August 2016)
- Served as interim department head during time of staff transition
- Researched and wrote proposals and reports for all foundation, corporate, and government grants
- Managed Opening Night receptions, annual gala, and other special events
- Worked on annual appeal campaigns and managed data for individual donors
- Served as liaison to Board President and Treasurer
- Supervised interns, trained staff, and coordinated volunteers
- Participated in annual meetings and conferences for New Jersey State Council on the Arts, ArtPride New Jersey, and New Jersey Theatre Alliance

Patron Services Associate, The Shakespeare Theatre of New Jersey, Madison, NJ (May 2015 – August 2016)
- Provided customer service at the Main and Outdoor Stage box offices for a critically acclaimed classic theatre with audiences over 80,000 patrons each season
Arts Management Intern, FringeArts, Philadelphia, PA (January 2014 – May 2014)
• Supported various departments including finance, marketing, and development, in FringeArts’ first season of year-round programming after acquiring a permanent facility

Tutor, University Writing Center at University of Delaware, Newark, DE (February 2013 – May 2014)
• Tutored graduate and undergraduate students; worked with various forms of written, visual, and spoken communication, teaching writing as a process versus a product

Box Office Assistant, Resident Ensemble Players, Newark, DE (September 2012 – May 2014)
• Sold and prepared single tickets and subscriptions for professional theatre and music ensemble performances; provided customer service to patrons in person, over the phone, and via email

Pharmacy Assistant, Pink’s Pharmacy, Randolph, NJ (June 2006 — January 2012)
• Managed cash registers and inventory, including prescription medications and over-the-counter products, while providing technical support to pharmacist on duty
• Trained and mentored new employees of this local “mom & pop” pharmacy with extremely low turnover

Education
Drexel University
MS in Arts Administration
Coursework: Revenue Development, Marketing, Management, Creative Placemaking, and Accounting

University of Delaware
BA in English, Concentration in Professional Writing
Minors in Journalism & Dance
Professional Associations: National Honor Society for Dance Arts (Board Secretary), National Dance Education Organization, Sigma Tau Delta (English honor society), and The Review newspaper

Skills
Management & Work Ethic
• Experience with project and database management, working collaboratively and independently, training and mentoring colleagues, providing excellent customer service, event planning, and satisfying deadlines while maintaining keen attention to detail

Technology
• Proficient in Microsoft Office, Google Apps, MailChimp, Skype, Basil, and Theatre Manager
• Working knowledge of Photoshop, InDesign, QuickBooks, Tessitura, Salesforce, Blackbaud/Altru, Constant Contact, Audacity, and ProVenue

Interests
Travel, knitting, music, and dance; supporting small businesses, public radio, and independent artists
Dear Lauren Click, Chairman Mark Villarreal and Commissioners Bruce Borowsky, Kathleen McCormick, Devin Hughes and Erica Joos,

Right Relationship Boulder is planning an all-day event on Sunday, October 13, to celebrate Indigenous Peoples Day. We hope you and others at the Boulder Arts Commission will join us. Please pass this invitation on!

This event will celebrate all the Indigenous people for whom the Boulder Valley is home – whether they live here now or were displaced and dispossessed of their land long ago. For the second year, we have invited Southern and Northern Arapaho people from Wyoming and Oklahoma to join us for this event.

Please see the attached flyer for the day’s schedule. All events are at Boulder High School.

We are very pleased that Dr. Doreen Martinez, professor of Native American Studies and Sociology at Colorado State University, will offer a seminar called “Indigeneity v1.0: Teachings for Allyship”
from 9:30 to 11 am. To register for this important seminar, please go to: tiny.cc/IPDALLY

There are limited tickets available for lunch, which will be catered by Tocabe restaurant, 11:45-12:45. The $30 ticket purchases your lunch, and also enables us to give a free lunch to one of our Arapaho guests. Please order your tickets soon, by contacting Fran at fowler@indra.com

In the afternoon, our Arapaho guests from Wyoming and Oklahoma and Indigenous people from the Boulder area will offer a series of cultural programs. There will be lots to choose from for people of all ages and interests. Please see the attached flyer for more details.

And another way to be inspired to come: watch this 6-minute video of our 2018 Indigenous Peoples Day event!

If you have questions, please contact Ann at RRBIPDay@gmail.com, and visit Right Relationship Boulder on Facebook. Or contact me!

We look forward to seeing you on October 13!

We extend this invitation with much appreciation for the generous support we have received from the Boulder Arts Commission for our Indigenous Peoples Day events and for the many ways you contribute to the Boulder-area community. Come to see your commitment at work. You are making a difference.

Jerilyn DeCoteau
Paula Palmer
Jake Matlak
Right Relationship Boulder
303 551 3771 Jerilyn’s mobile
Cindy—

Thanks so much for sending along this invitation.

I think I have given you this message before. But, just in case... an FYI that emails sent to three or more commissioners are included in the public record, per the transparency rules of the Arts Commission. We will put a copy of this email in the next meeting packet.

All the best!

–Matt

Matt Chasansky
Manager,
Office of Arts and Culture

City of Boulder
Library & Arts

303-441-4113
chasanskym@boulderlibrary.org
he/him/his
boulderarts.org

Library & Arts Department
1001 Arapahoe Avenue | Boulder, CO 80302
bouldercolorado.gov

From: Cindy Brandle <cindybrandle@yahoo.com>
Sent: Saturday, September 14, 2019 1:46 PM
To: Click, Lauren <ClickL@boulderlibrary.org>; Chasansky, Matthew <ChasanskyM@boulderlibrary.org>; Mark Villarreal <flynvartranch@comcast.net>; Erica Joos <ekrjoos@gmail.com>; bruce@boulderdigitalarts.com; fonthead1@gmail.com; devin@devinpatrickhughes.com
Subject: Your invitation to the Boulder Contemporary Dance Festival
Hi everyone,
As promised here is my invite to see our one-night-only festival on Saturday, October 19.
If you could email cindybrandle@yahoo.com a few days before the show (or as soon as now) I'll put your name on the comp list.
We have a fantastic lineup of Colorado dance artists/companies and I'd be thrilled to see you in the audience!

You can read more about the event by visiting About CBDC to see who you'll see on stage!

Warmly,
~ Cindy

Cindy Brandle
Artistic Director
Cindy Brandle Dance Company
www.cindybrandedance.com
(312)217-1230
Hello Boulder Arts Commission,

Thank you for joining our meeting last week.

A few points of follow up and questions for you – thanks for your help in advance!

- **Are you able to attend one or both of the below grant info sessions?** The applicants really appreciate your feedback and insights, and it is a great way to meet the community.
- The **2020 Grants Panel application** is now live. Please send it out to your friends and colleagues that may be interested. I’ll send it to the panel and promote broadly, too. The deadline is Tuesday, October 8.
- Please also take a moment to share the [Dr. Martin Luther King, Jr. Day Event grant application](#) – our grant partnership with the HRC. Friday, October 11.

2020 Grant Info Sessions for Applicants

- Thursday, November 14 at 4 pm at the Canyon Meeting Room in the Boulder Public Library, 1001 Arapahoe Ave.
- Wednesday, December 11 at 11:30 am at The Nomad Playhouse, 1410 Quince Ave

The City of Boulder’s Office of Arts and Culture is hosting introductory sessions on how to apply for 2020 grants. The sessions will include conversations with an Arts Commissioner and panel member to answer questions about their decision-making process. Please RSVP to clickl@boulderlibrary.org.

Initial, draft notes from the grants portion of the meeting are attached; also attached is a PowerPoint from the meeting if you’d like to follow along. These are draft only and are not official meeting minutes. Celia will send meeting minutes for edits.

Thanks again, Lauren

Lauren Click  
*she/her/hers*  
Cultural Grants Program  
Office of Arts + Culture  
720-564-2355  
[clickl@boulderlibrary.org](mailto:clickl@boulderlibrary.org)  
[www.boulderarts.org](http://www.boulderarts.org)

Library & Arts Department  
1001 Arapahoe Avenue | Boulder, CO | 80302  
[www.bouldercolorado.gov](http://www.bouldercolorado.gov)
September 18, 2019

Lauren Click
Grants Administrator for Boulder Arts Commission
City of Boulder

RE: Illness preventing attendance of professional development conference and refund of BAC Scholarship

Thank you, Lauren, for your kind phone conversation last month when I was so sick. As you requested, here are the details around the illness that prevented me from attending the Applied Improvisation conference in NYC that I had so looked forward to and that the Boulder Arts Commission had so kindly provided a scholarship for.

What seemed like a common cold virus developed into a full case of bronchitis that then went into my ears causing a Eustachian Tube Disorder and an ear infection. I was the sickest I have ever been for a good month and am still recovering from the Eustachian Tube Disorder which I fear may result in a permanent minor hearing loss, as I am well into the predicted 90-day recovery period and still do not have 100% of my hearing back. There are some surgical options to consider at my next doctor’s visit Sept. 26th.

Eustachian Tube Disorder presents in a similar fashion to when your ears are blocked by going up or down in elevation to, say, our beautiful mountains, or by taking airline flights, but is much more extreme and can not be easily remedied by “popping” them. The lining of my eustachian tubes became inflamed and seriously impacted my hearing, sometimes to the point of not being able to hear my turn signal when I was driving. The week prior to the conference when I was still considering going, I tried going up to the foothills around Boulder, and both times my ears became further blocked and my hearing worsened for a couple days. Lesson learned, and I knew I could not safely take the flight and really wasn’t well enough to attend the conference.

I was able to receive a refund for a majority of the expenses, but not all. See attached receipts.

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<tr>
<th>Costs</th>
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<th>Net Loss</th>
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<td>$252</td>
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<tr>
<td>$266.61 Flight</td>
<td>$0</td>
<td>$316.61</td>
</tr>
</tbody>
</table>

Per our discussion I will refund to the BAC $483.39:
$800.00 BAC Scholarship received (80% of total granted)
$316.61 Net loss
$483.39 Refund to BAC

Please tell me who the check should be addressed to, and I will deliver it straight away. Many thanks to you and the whole Boulder Arts Commission. These scholarships are a wonderful gift to us artists. I hope to make much better use of one in the future!

Merlyn
Refunded Items:

Attachment Six
Commission Correspondence

Payment Refunded

From: sidney.alvarado@stonybrook.edu <sidney.alvarado@stonybrook.edu>
On Behalf Of: CRCH Campus Residence Conference Housing
Sent: Monday, August 5, 2019 8:01 AM
To: Matthew Eisenberg <matthew.eisenberg@stonybrook.edu>
Cc: Merlyn C. Holmes <Merlyn.Holmes@colorado.edu>
Subject: Refund: Merlyn Holmes

Hello,

Can you please issue a full refund for the following transaction:

Full Name: Holmes, Ms Merlyn
Payment ID: 3091
Invoice Number: 115949_110555_236_4291
Amount: $252.00
Date: Mon 6/10/2019 10:13 AM
Status: Approved
PayPal Reference Number: AA0F2EDD47D9
Non-refundable item:

**Flight Receipt**

Ticket #: 0067369574910  
Place of Issue: Delta Ticketing Office  
Issue Date: 10JUN19  
Expiration Date: 10JUN20

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<th>METHOD OF PAYMENT</th>
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<tr>
<td>VI**************4150</td>
<td>$266.61 USD</td>
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<table>
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<th>CHARGES</th>
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<td>Air Transportation Charges</td>
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<td>Base Fare</td>
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<table>
<thead>
<tr>
<th>Taxes, Fees and Charges</th>
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<tr>
<td>United States - September 11th Security Fee (Passenger Civil Aviation Security Service Fee) (AY)</td>
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<tr>
<td>United States - Transportation Tax (US)</td>
</tr>
<tr>
<td>United States - Passenger Facility Charge (XF)</td>
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<tr>
<td>United States - Flight Segment Tax (ZP)</td>
</tr>
</tbody>
</table>

**TICKET AMOUNT**  
$266.61 USD

**NONREF/NOCHGS/NOPRE RSVDSEAT**

This ticket is non-refundable unless the original ticket was issued at a fully refundable fare. Some fares may not allow changes. If allowed, any change to your itinerary may require payment of a change fee and increased fare. Failure to appear for any flight without notice to Delta will result in cancellation of your remaining reservation.
Hello Commissioners,

There are several documents for you to review for the grant program before the meeting on Wednesday, October 16, 2019.

**ACTION: Grant Reports**
- 2018 Community Project Report, Motus Theater, UndocuAmerica Performance & Radio Project, $10,000

**ACTION: 2020 Grants Panel Applications**

The new applicants are:
- Cynthia Sliker
- Jasmine Baetz
- Nathaniel Rothenberg

Returning applicants:
- Belgin Yucelen
- Katherine Reece

Attached are the panel's applications, their resumes and letters of recommendations (apologies that they are all separate!). The panel applicants will be present at the meeting for a short interview with you. Please bring one question to ask them as part of the interview. Following the interview and discussion you’ll make a decision on the panelists.

I have attached the documents here, or, you may go to [the online portal], then to your Shared Documents folder, then to the appropriate folder. You’ll discuss and make final decisions on these items at the meeting.

Feel free to contact me at any time if you have any questions. Thank you for your hard work and all that you do for the arts in Boulder!

Cheers, Lauren

---------
Lauren Click
Cultural Grants Program
Office of Arts + Culture
Hello Commission,

We have one other last minute applicant for the 2020 panel - our 2019 panelist Sarah Braverman. Please find attached all of the documents including her application.

Thank you for understanding! Lauren

Cheers, Lauren

--------
Lauren Click
Cultural Grants Program
Office of Arts + Culture

720-564-2355
clickl@boulderlibrary.org
www.boulderarts.org

Library & Arts Department
1001 Arapahoe Avenue  |  Boulder, CO  |  80302
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Lauren Click
Cultural Grants Program
Office of Arts + Culture

720-564-2355
clickl@boulderlibrary.org
www.boulderarts.org

Library & Arts Department
1001 Arapahoe Avenue | Boulder, CO | 80302
www.bouldercolorado.gov
## Current Public Art Program 5 Year Budget as of October 11, 2019

<table>
<thead>
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<th>FUNDING SOURCE</th>
<th>PROJECT/ARTIST</th>
<th>TOTAL APPROPRIATED</th>
<th>AMOUNT PAID TO DATE</th>
<th>BALANCE REMAINING</th>
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<td>$1,445,822</td>
<td>$343,653.36</td>
<td>$1,102,168.64</td>
<td>$751,536</td>
</tr>
</tbody>
</table>

*Multiple funding sources.

CCS: Community Culture and Safety Tax.

Additional maintenance projects are not represented.
Attachment Eight
Current Cultural Grants Program Budget as of October 11, 2019

<table>
<thead>
<tr>
<th>GRANT CATEGORY</th>
<th>ASSIGNED BUDGET</th>
<th>UPDATED BUDGET</th>
<th>GRANTS AWARDED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOS: Extra Large Orgs</td>
<td>$200,000.00</td>
<td>$200,000.00</td>
<td>$200,000.00</td>
<td>$0</td>
</tr>
<tr>
<td>GOS: Large Orgs</td>
<td>$120,000.00</td>
<td>$120,000.00</td>
<td>$120,000.00</td>
<td>$0</td>
</tr>
<tr>
<td>GOS: Mid Orgs</td>
<td>$90,000.00</td>
<td>$90,000.00</td>
<td>$90,000.00</td>
<td>$0</td>
</tr>
<tr>
<td>GOS: Small Orgs</td>
<td>$88,000.00</td>
<td>$88,000.00</td>
<td>$88,000.00</td>
<td>$0</td>
</tr>
<tr>
<td>GOS remaining funds</td>
<td>$4,000.00</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Community Projects: Indv.</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
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</tr>
<tr>
<td>Community Projects: Orgs.</td>
<td>$60,000.00</td>
<td>$56,000.00</td>
<td>$56,000.00</td>
<td>$0</td>
</tr>
<tr>
<td>Arts Education</td>
<td>$30,000.00</td>
<td>$35,000.00</td>
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</tr>
<tr>
<td>Rental Assistance</td>
<td>$18,000.00</td>
<td>$18,000.00</td>
<td>$18,006.50</td>
<td>$(6.50)</td>
</tr>
<tr>
<td>Professional Dev. Scholarships</td>
<td>$17,000.00</td>
<td>$20,000.00</td>
<td>$19,895.00</td>
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<tr>
<td>Certificate Scholarships</td>
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<td>$2,000.00</td>
<td>$6,000.00</td>
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<tr>
<td>Cultural Field Trips</td>
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<td>$10,000.00</td>
<td>$10,539.00</td>
<td>$(539.00)</td>
</tr>
<tr>
<td>Equity Grant</td>
<td>$10,000.00</td>
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<td>$0</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Special Facilities Grant</td>
<td>$250,000.00</td>
<td>$250,000.00</td>
<td>$250,000.00</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$925,000.00</strong></td>
<td><strong>$925,000.00</strong></td>
<td><strong>$909,440.50</strong></td>
<td><strong>$15,559.50</strong></td>
</tr>
</tbody>
</table>

There are 11 free rentals still available for the Macky Auditorium.