

Application Form

Grant information and confirmation

Si prefiere leer esta información en español, por favor haga clic aquí. Se puede responder a la solicitud en español. Un miembro del personal de la Oficina de Artes y Cultura traducirá sus respuestas para que sean revisadas por el panel.

DESCRIPTION: Community Project Grants encourage innovation and exploration in order to achieve progress on the Community Priorities from Boulder's Community Cultural Plan.

PURPOSE: The Community Cultural Plan identifies a set of "Community Priorities" derived directly from the hopes and aspirations of Boulder's residents:

- Support the resiliency and sustainability of cultural organizations to enhance their ability to benefit the community.
- Create a supportive environment for artists and creative professionals, while fostering innovative thinking and leadership among them.
- Prioritize the civic dialogue about the ability of culture to positively contribute to the economy, social offerings, the environment, and the authentic expression of diversity.
- Develop Boulder's creative identity in becoming an innovative world leader in cultural matters and projects that identity to the region and the world.
- Focus on the expression of culture and creativity in the public realm through public art, the urban landscape, culture in the neighborhoods, and serendipitous encounters with the arts.
- Amplify the vibrancy of Boulder's cultural destinations: the lively mix of museums, performance venues, events, districts, studios, maker spaces, and other facilities that make Boulder an enticing place to visit, live, play, and work. Fill in the gaps and address issues of access and affordability.

These complex issues are the most important initiatives we can work on as a cultural community in the coming years. The purpose of the Community Projects Grant is to encourage innovation and exploration in order to achieve progress on these Community Priorities.

Awards: Organizations \$25,000 @ maximum \$5,000 each

Details: The award amount of \$5,000 for individuals. Smaller requests will be accepted.

Cycle: Annually.

DEADLINE TO SUBMIT APPLICATIONS – INDIVIDUALS: Monday, January 20 at 11:59 p.m.

DECISION TIMELINE

- Monday, January 20 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 14 -- 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 clickl@boulderlibrary.org by Friday, February 21, 2020 at 11:59pm.
- 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

ELIGIBILITY REQUIREMENTS

- General eligibility. Meets all <http://boulderarts.org/wp-content/uploads/2016/09/General-Eligibility-Requirements-only.pdf><http://boulderarts.org/wp-content/uploads/2016/09/General-Eligibility-Requirements-only.pdf> general eligibility requirements.
- Open to all. Anyone may apply once the general eligibility requirements 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 not headquartered in Boulder may be considered (refer to Panel Evaluation question entitled *Boulder Focus*).
- Service area and programming. Projects must have a significant component of public programming that takes place within the city limits of Boulder. This programming must meet the criteria described in the https://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT14ARhttps://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT14ARChapter 14-1-2 of the City of Boulder Revised Code.
- Projects must take place after the grant funding decision and be completed by June 30, 2021.

MORE INFORMATION

General Eligibility Requirements
 2020 Grant Application Schedule
 2020 Scoring System
 General Grant Guidelines & Process
 Grant FAQs

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 equity (Maximum 8 points)
 - Proposed outcomes and evaluation strategy (Maximum 8 points)
 - Boulder focus (Maximum 4 points)

- o Encouragement points (Maximum 4 points)
- The complete scoring system and rubric for the Community Project Grants can be found here.

GRANT AWARDS

- **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.
- **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.
- **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.
- **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.
- **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."
- **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.
- **IRS taxation.** Grant awards are non-transferable, taxable and are reported to the federal government.
- **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.
- **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.
- **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.

- **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

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

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*

Select your discipline. If multi-discipline, please check all that apply.

Music

Time-based media, film/video, digital art, and web-based art

Tax status*

Cultural organizations/businesses are eligible. Nonprofit status is not required for this category.

Individual

Date established*

Add the date your organization was established. If not applicable write N/A.

Sanctuary was established in December 2018.

Mission statement*

If not applicable write N/A.

Sanctuary is a unique multimedia project that uses the arts to uplift and give voice to marginalized groups, including individuals experiencing homelessness in Boulder. The project is led by Rebecca Folsom, a singer-songwriter with extensive composition and workshop-leading expertise. Rebecca's hands-on workshops will guide disempowered individuals in Boulder to compose authentic and emotionally-riveting songs that will tell their stories.

A grant from the Boulder Arts Commission would provide an opportunity for members of Boulder's homeless community to engage in this project and share their authentic stories, simultaneously empowering the local homeless population and raising awareness about the need to increase access to safe, stable homes for all.

Annual budget

If applying as an organization.

\$350,000.00

Geographic area served*

If not applicable write N/A.

Boulder, CO

For individuals: organizational affiliation

Even if an organizational affiliation is stated, awards will be made to the individual whose account is associated with this application. If no organization affiliated, please state 'none'.

Boulder County Arts Alliance

Number of full time employees*

If not applicable write 0.

1

Number of part time employees*

If not applicable write 0.

2

Number of volunteers*

If not applicable write 0.

0

Project information

Project title*

Sanctuary

Amount requested*

The maximum award amount offered is \$10,000 for organizations. Smaller requests will be accepted.

\$5,000.00

Project summary*

Provide a brief overview of the project.

Sanctuary is a unique musical composition and recording project that will leverage the arts to amplify the voices of underserved groups through 12 powerful songs, each highlighting the stories of a different group. Funds from the Boulder Arts Commission would be used to support Sanctuary's work with those experiencing homelessness in Boulder.

Community Outreach

Sanctuary will engage the homeless community in Boulder in workshops, lyric writing, music composition, recording, and performing. Participants will learn to use their voice as an effective instrument for change and will contribute to a commercial recording of their work.

Recording

Sanctuary's community outreach efforts will culminate in a musical recording. This recording will be one of twelve songs on an album and will be a collaboration between writers, musicians, producers, and individuals experiencing homelessness in Boulder. This powerful anthem will tell the authentic stories of this particular community.

National Campaign

Sanctuary's album, including the song co-written and co-performed with individuals experiencing homelessness in Boulder, will achieve national reach through concerts, radio, documentary film, media outlets, and interactive digital platforms.

Project calendar*

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

The project will take place January 27, 2020 through October 31, 2020. This will include two outreach workshops for women experiencing homelessness. The workshops will guide participants to use the arts, including music, writing, and visual art, to access bravery, strengthen their voice, and tell their stories. Both men and women will have the opportunity to participate in the writing, recording, and performance process.

Project location*

Where do your projects take place?

The workshops, recording, and performance process will take place at the Boulder Shelter for the Homeless (4869 N. Broadway) and eTown Hall in Boulder (1535 Spruce St).

Collaboration*

Describe your and/or your organization's most significant interactions with other organizations and efforts. If this is a solo project with no partners beyond the applicant, respond with "None."

Sanctuary will partner with the Boulder Shelter for the Homeless for this particular project. Workshops will be led by award-winning folk singer/songwriter Rebecca Folsom, with contributions from Grammy nominated songwriter Sally Barris and three-time Grammy winning producer Tom Wassinger. Other Sanctuary song collaborators will include the International Rescue Committee, National Marine Sanctuary Foundation, and Authentic Relating International/Colorado Department of Corrections.

Art in Public Places

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

Project completion date*

This is the last day of any public event related to the project. Project must be completed by June 30, 2021.

10/31/2020

Date grant report is due*

One month after the project completion date.

11/30/2020

Panel evaluation

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 in answer to the question, “What is your vision for Boulder’s culture and creative economy?” Reference: Cultural Plan and Community Priorities.

Community Priorities*

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.

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?

Sanctuary will contribute to several of Boulder’s Community Priorities as described in the Community Cultural Plan, including advancing civic dialogue, supporting individual artists, and adding creativity in the public realm.

Sanctuary will advance dialogue about the ability of music to positively contribute to the authentic expression of diversity. Through powerful, emotionally-riveting songs, individuals experiencing homelessness in Boulder will share their experiences and raise awareness about the issue of homelessness in Boulder.

Sanctuary provides a supportive environment for underserved artists and musicians to freely explore their artistic abilities. Individuals experiencing homelessness have limited opportunities to participate in artistic endeavours and are often shut out of other realms of the Boulder community. Sanctuary provides an empowering environment for participants to freely share their stories and artistic talents.

Sanctuary will add creativity in the public realm by engaging underserved, homeless populations in creating music that will be shared with the rest of the Boulder community and on a national level through the album’s national publicity campaign.

Cultural offerings*

In what way does your project fill a gap in the variety of cultural offerings in Boulder? What is exciting or new about your project?

Sanctuary will provide an exciting and new way for those experiencing homelessness in Boulder to engage with the community and share their story through the arts. Boulder has a variety of cultural offerings and while some aim to engage underserved groups, the homeless population is often excluded from these cultural offerings.

Sanctuary invites Boulder's homeless population to participate in the community's music scene and culture. The homeless community will have the opportunity to participate in empowering workshops, contribute to Sanctuary's world-class album through songwriting and recording, and perform in live shows in Boulder.

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 and Americans for the Arts Statements on Cultural Equity.

References:

Boulder Arts Commission Statement on Cultural Equity

Americans for the Arts Statement on Cultural Equity

Sanctuary is designed to promote cultural equity and represent groups who are typically underrepresented, including refugees, prisoners, and more. This particular project will highlight individuals experiencing homelessness and will illuminate the experiences of other marginalized groups within the homeless community, including women.

The project will engage groups who have been marginalized based on their socioeconomic status in artistic expression, amplifying their voices and telling their stories with broad reach. Sanctuary will connect individuals experiencing homelessness to a variety of artistic resources, including venues for expression, collaborative writing workshops, and composition and musical experts.

While Boulder has resources and grants for homeless social services, this project would provide the Boulder homeless population with free cultural services, a rare and important pairing. By providing those experiencing homelessness with free access to high-quality artistic opportunities, we not only level the artistic playing field in Boulder but we engage an underserved population in humanizing and uplifting activities of which they can feel proud.

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.

Sanctuary's evaluation strategy will include the following:

- Audio and film will be recorded during each workshop to determine the extent to which Sanctuary's workshops have been successful at empowering participants and strengthening their communication skills.

Participants will be evaluated on the following spectrums: soft to loud, withdrawn to confident, collapsed and/or aggressive to effective and connective, and anxious to a felt sense of wellbeing.

- Sanctuary will conduct voluntary interviews with at least 50% of participants. Interviews will include ten questions, asked before and after workshops, to determine authentic expression levels, how they experience being heard, and how connected they feel to others and their broader community. As well, exit interviews will be used to assess the impact of the program.

The overarching goal of this project is to help individuals experiencing homelessness use the arts to authentically express their story, access bravery, and be empowered to connect and participate more fully in their lives. A secondary goal is to raise awareness about the issue of homelessness in Boulder and encourage positive change in the community.

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?

Sanctuary is a Boulder-based project and an initiative of the Boulder County Arts Alliance. The project will amplify the voices of the Boulder homeless community and will then broadcast those messages within the Boulder community, as well as a national audience.

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. This includes providing support to applicants who have not yet received a grant in this cycle. Confirm if your organization has received more than \$1,000 in funding from the Boulder Arts Commission in the current cycle.

No

Attachments

ATTACHMENTS

The following attachments are required. Please title your attachments according to the headings listed below.

Budget summary*

Provide a brief budget summary for this project including all revenue (monetary and in-kind contributions, including this grant) and expenses. Please title the attachment "Budget summary". Permitted file types: xl, xlsx, pdf.

Budget summary.pdf

Venue confirmation letter*

Attach confirmation from the hosting venue that the project is approved and scheduled. Please title the attachment "Venue confirmation letter". Permitted file types: doc, docx, pdf

Venue confirmation letter.pdf

Partner/Collaborator List

Provide a list of each individual / organization that has a significant coordinating role in this project. Please title the attachment, "Collaborator list". Include their name, contact information, and role. Permitted file types: doc, docx, pdf.

Collaborator list.pdf

Letters of support

Attach any letters of support that will be useful in understanding community involvement and enthusiasm for the project. This is optional. Please title the file, "Letters of support". Permitted file types: doc, docx, pdf

Letters of support.pdf

Other support materials

Attach any documents that will help the jury fully understand the project, including videos and other materials that may help the commission evaluate artistic quality. This is optional. Please title the file, "Support materials". Permitted file types: doc, docx, xl, xlsx, pdf

Support materials.pdf

Submission and signature

Application on the website (optional)

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.

Yes

Certification*

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.

I certify

Full name*

Rebecca Folsom

Submission date*

01/19/2020

TO COMPLETE AND SUBMIT YOUR APPLICATION

All required fields must be filled in with the appropriate information and/or attachments. Click on the "Submit Application" button and an email notification that your application has been received will be sent. If you do not receive a confirmation email, please notify staff immediately. Note that once the application is submitted, it cannot be revised or added to. Please make certain that you have included all information and attachments prior to submitting.

File Attachment Summary

Applicant File Uploads

- Budget summary.pdf
- Venue confirmation letter.pdf
- Collaborator list.pdf
- Letters of support.pdf
- Support materials.pdf

Rebecca Folsom

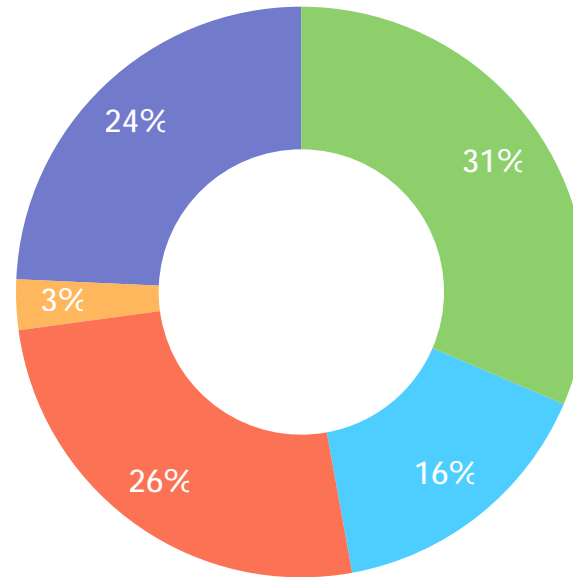
Entire Sanctuary Project Budget Total of 12 Song Collaborations

MONEY IN	
Funding for CD	\$57,250
TOTAL INCOME	\$57,250

MONEY OUT	
Outreach, Writing & Recording	\$110,000
Documentary	\$55,000
Logistics & Office	\$90,000
Training	\$10,000
PR	\$85,000
TOTAL EXPENSES	\$350,000

MONEY LEFT OVER	
Income minus expenses	-\$292,750

Money Out



- Outreach, Writing & Recording
- Documentary
- Logistics & Office
- Training
- PR
-

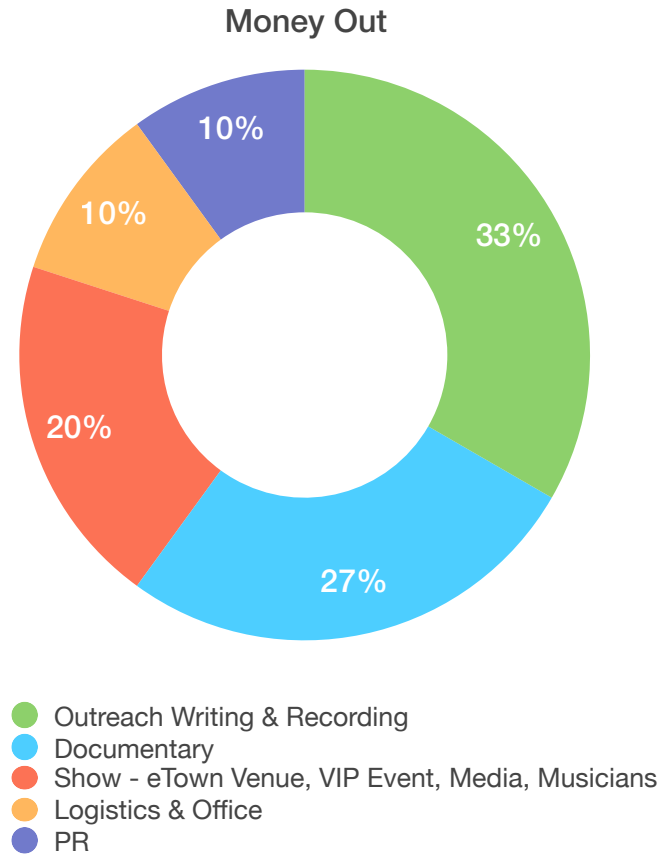
Homeless Shelter Project Budget

One Song of Rebecca Folsom Sanctuary CD

MONEY IN	
Funding for Song	\$0
TOTAL INCOME	\$0

MONEY OUT	
Outreach Writing & Recording	\$10,000
Documentary	\$8,000
Show - eTown Venue, VIP Event, Media, Musicians	\$6,000
Logistics & Office	\$3,000
PR	\$3,000
TOTAL EXPENSES	\$30,000

MONEY LEFT OVER	
Income minus expenses	-\$30,000



ETOWN HALL RENTAL AGREEMENT

EVENT ORDER

Contract Date: 1.17.2020

Renter

- Name: Rebecca Folsom CD Release Show
- Physical Address:
- Phone: 303-989-1764
- Email: Terri@stewartmgmt.com
- Onsite Contact Name: Terri Stewart
- Onsite Contact Phone: 303-989-1764

Event Description: CD Release Party

Event Date: TBD

Walkthrough Date: TBD

Event Times: 7:00 PM to 9:30 PM

Event Set Up Time: 3:00 PM

Fee Breakdown:

\$2,750 Facility/Staff Rental Fee

\$2,750 Total

TOTAL FEE: \$3,500

Property Specifications

Company will provide the following set up for the Property: Open Style
Property Capacity: 270

Renter will be solely responsible for all items not explicitly stated above.

ETOWN HALL RENTAL AGREEMENT

eTown and **CLIENT**, hereinto referred to as “Rentee,” hereby agree to the following terms for the rental of eTown Hall at 1535 Spruce Street, Boulder, CO 80302:

1. eTown agrees to provide its hall with seats, light and sound systems, dressing rooms, green room, lobby, cafe, snack bar, kitchen, and restrooms, for the duration of this rental. Rentee understands that access to any other part of the building is restricted during the rental period.
2. Rentee agrees to arrive at the stated load-in time (not earlier) and leave before or at the stated load-out complete time. Rentee will have use of the aforementioned spaces during the following times:

TBD

Load-in Start –3:00 PM
 Event Doors – 4700 PM
 Event Start – 7:30 AM
 Event End – 9:00 PM
 Load-out Complete – 10:30 PM

Rental Fee Breakdown:

3. Rentee agrees to pay eTown a total rental fee in the amount of **\$2,750** seven (7) days before the stated rental date.

4. A \$500 security deposit is due at the time of contract signing, The security deposit will be returned no later than thirty (30) days after the rental date unless Rentee is deemed in breach of any aspect of this contract.

Please initial RF

5. Rentee agrees to provide a certificate for one million dollars worth of liability insurance to cover any injury, loss, or damages caused by the negligence of Rentee for the duration of the rental agreement.^{DS}

Please initial RF

6. Rentee agrees to at all times keep all areas of the building clean and the passageways clear and accessible to all persons (including those in wheelchairs). Rentee is responsible for any related fire code fees incurred as a result of blocked passageways or inaccessibility.

7. Rentee agrees to at no time exceed the 270 person occupancy limit which is designated by the fire code in the main hall and the 80 person occupancy limit in the café area. Rentee is responsible for any fines imposed by the Fire Marshall for exceeding this limit.

8. Rentee agrees to the following terms if bringing in food items or outside catering at eTown Hall: to use recyclable and compostable dishware (i.e cups, plates, napkins, serving utensils), to properly dispose of all garbage in appropriate receptacles, to hire bussing staff for the length of event, and if linens or dishware are needed, to rent all items from a third party and confirm drop off and pick up times with eTown.

9. Rentee understands that eTown is not responsible for providing parking. Rentee agrees not to park in neighboring restricted parking spots or block driveways or loading zones. Reserved eTown parking spots are for eTown staff use only.

10. At no time will any representative of Rentee be authorized to operate any eTown sound or lighting equipment without the express supervision of an eTown staff member.

ETOWN HALL RENTAL AGREEMENT

11. eTown is not responsible for providing expendables including, but not limited to, tape, batteries, printing services, and other stage/office supplies.

12. eTown agrees to provide the following staff for the length of the agreed rental period: 1 FOH Sound Engineer, 1- Lighting Director, 1-2 House Managers, 3 Bartenders, Security Personnel.

13. Rentee agrees to allow eTown to operate its concession stand during the event and understands that all profits from the concession stand accrue to eTown.

14. No ticket sales

15. If Rentee would like eTown to edit captured video and audio media, Rentee understands that the following editing fees will apply: \$55/hr ProTools audio editing fee, \$85/hr video editing fee (or negotiated job rate made prior to contract signing). Both fees are to be invoiced for and paid separately once editing process is complete.

16. Rentee agrees to abide by the strict 9:30PM sound and event curfew imposed by eTown’s agreement with the city. This means all programmed events will end promptly by 9:30PM and the audience will be clearing the area immediately after this time. Rentee will help eTown enforce this rule and encourage the attendees to vacate the premises at 9:30PM and do so quietly and respectfully.

Please initial RF

17. Rentee understands that eTown is solely responsible for service and distribution of alcohol at all eTown events. Our TIPS certified bartenders have the right to refuse service to anyone. No outside alcoholic beverages are permitted in our facility, including the dressing rooms and the “green” room. Additionally, if alcohol is donated to the event, alcohol must be donated directly to eTown with a zero (\$0) invoice.

Please initial RF

18. Rentee understands that eTown’s autograph wall is for eTown Taping guests only. We respectfully request that the Rentee makes it clear that all staff and crew associated with their event know the policy and do not sign the wall.

Please initial RF

19. If Rentee cancels event, the following fees apply: If more than 30 calendar days from scheduled event, eTown will fully refund the Security Deposit. If within 30 calendar days from event, Rentee will forfeit the full Security Deposit. If Rentee cancels event within fifteen (15) days of the event, the entire rental amount is due, less the Security Deposit.

Please initial RF

20. eTown and Rentee will jointly perform one pre-event walkthrough of the Property on the Walkthrough Date. Renter is solely responsible for coordinating all necessary vendors and individuals needed to be present at the walkthrough. Any additional walkthroughs, requested by Renter, will be billed and paid for at the rate of \$100 per visit.

Please initial RF

21. Rentee will settle bar tab at the conclusion of the event via credit card or check

Please initial DS RF

ETOWN HALL RENTAL AGREEMENT

These terms are hereby agreed to by eTown and Rentee:

DocuSigned by:
Steven Weaver
364167CF9CB6479...
eTown

1/17/2020
Date

eTown
1535 Spruce St., Boulder, CO 80302
303-443-8696

DocuSigned by:
Rebecca Folsom
D59925C25E31438...
Rentee Signature

Rebecca Folsom
Rentee Printed Name

1/18/2020
Date

577 County Rd 83, Boulder CO 80302
Rentee Address
3035791517

Rentee Phone Number
info@rebeccafolesom.com
Email Address

SANCTUARY COLLABORATOR LIST

Name	Contact Information	Role
Rebecca Folsom	info@rebeccafolsom.com	Founder/Leader
Michael Block	Michael@bouldershelter.org	Director, Boulder Shelter for the Homeless
Tiffany Stamas	Tiffany@bouldershelter.org	Director of Development, Boulder Shelter for the Homeless
Bobby Pelz	Bobby@McdonaldPelz.com	Board of Directors, Boulder Shelter for the Homeless
Sally Barris	sallybarris@gmail.com	Writer
Tom Wassinger	tomwasmusic@gmail.com	Producer



January 19, 2020

Dear Boulder Arts Commission:

The staff and board of the Boulder Shelter for the Homeless are looking forward to partnering with Rebecca on a song for her Sanctuary album in the coming months. Her desire to use her voice in support of those who are often without one is sincerely appreciated. Her approach to developing this song, and album, is thoughtful and intentional as she is choosing to listen first and then create.

We recognize that the topic of homelessness is tremendous, that there is no singular solution. We see partnering with Rebecca as an opportunity to bring awareness to this issue and bring a compassionate, empathetic, and hopeful lens to the plight of our neighbors who are currently living without a home.

Warmly,
Tiffany

Tiffany Stamas
Director of Development
Boulder Shelter for the Homeless
www.bouldershelter.org
303.468.4312

We create avenues to stable housing for our community's homeless adults, from a foundation of supportive and safe shelter.

Sanctuary – Support Materials

To provide a deeper understanding of the “Open Your Voice” workshops, which will be held with individuals served by the Boulder Shelter for the Homeless, the following is a video of a workshop led by Rebecca Folsom. This particular workshop was held with individuals served by the International Rescue Committee:

<https://drive.google.com/file/d/13SzXG7u4IXSrq4VDFZ48xQMdRw8NUPb0/view?usp=sharing>

The workshops to be held with individuals experiencing homelessness in Boulder will be very similar in style and format to the workshop shared in the video above.