1. CALL TO ORDER
   Approval of Agenda

2. MINUTES
   Approval of the August 17 Meeting Minutes

3. PUBLIC PARTICIPATION

4. GRANTS PROGRAM (60 min)
   A. ACTION: Report
      i. square product theatre, Dance Nation, $10,000
   B. 2023 Grants Cycle Blueprint – Lauren

5. MATTERS FROM COMMISSIONERS (30 min)
   A. Harassment Experienced by Arts Grants Recipients – Bruce

6. MATTERS FROM STAFF (30 min)
   A. Proposed Date and Time Change – Matt
   B. City Manager’s Recommended 2023 Budget – Matt
   C. Retreat Update – Matt

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

Name of Board/ Commission: Boulder Arts Commission
Date of Meeting: August 17, 2022
Contact information preparing summary: Celia Seaton
Commission members present: Kathleen McCormick, Bruce Borowsky (Chair), Georgia Schmid (Vice Chair), Eboni Freeman, Maria Cole, Caroline Kert
Commission members absent: Yaelaed Whyel

Staff present:
Matt Chasansky, Manager, Office of Arts & Culture
Lauren Click, Coordinator, Grants
Mandy Vink, Coordinator, Public Art
Cris Jones, Director, Community Vitality
Celia Seaton, Board Secretary, Library and Arts

Members of the public present: Heather Beasley, Liz Emmett-Mattox, Lisa Nesmith

Type of Meeting: Regular

Agenda Item 1: Call to order and approval of agenda [0:01:06 Audio min.]
The meeting was called to order. Borowsky asked the group for any addendums to the agenda. There was a nod of approval from the commission for the agenda as presented in the packet.

Agenda Item 2: Review of Minutes [0:02:01 Audio min.]
Item 2A, Approval/Review of July 2022 Meeting Minutes
Borowsky asked the commission for changes or addendums regarding these minutes. McCormick had changes to the minutes, sent along beforehand and Kert requested a minor addition to these edits. Freeman moved to approve the minutes as amended. Kert seconded, and the motion was unanimously approved.

Agenda Item 3: Public Participation [0:10:31 Audio min.]
None.

Agenda Item 4: Commission Business [0:15.39 Audio min.]
A. ACTION: Nonprofit Board Appointments – As required by ordinance or lease agreement, the Arts Commission must appoint members or staff to serve on three nonprofit boards: Boulder Convention and Visitor’s Bureau (Boulder CVB), the Boulder Museum of Contemporary Art (BMoCA), and The Dairy Arts Center. The following individuals have been nominated for consideration to the nonprofit boards:

- Boulder CVB: Borowsky and Kert (Kert withdrew her name from the nomination and requested to serve as a backup.)
- BMoCA: Cole
- The Dairy: McCormick

Staff welcomed further nominations at this time.

Schmid moved to make the following appointments to the boards of our nonprofit partners: Borowsky to the board of the Boulder CVB, Cole to the board of BMoCA, and McCormick to the board of The Dairy. Freeman seconded, and the motion passed unanimously.

Agenda Item 5: Public Art Program [0:22.02 Audio min.]
A. ACTION: Amendment to the Public Art Implementation Plan: Art and Parking Garages and EcoPass 2022 Projects – staff invited commission discussion around a motion to add new public art projects to the Public Art Implementation Plan, endorse a preliminary list of selection panel members, and recommend that staff begin work on the project. The Office of Arts and Culture’s Public Art Program will receive funding from 2022 EcoPass savings to implement its initial Art in Parking Garages projects. Staff presented the draft Art and Parking Garages
abstract which will serve to update the Public Art Implementation Plan, as well as a proposal for commissioner participation. Work will begin immediately on these projects when approved by the Arts Commission.

Regarding the parking structure located at 13th and Spruce St., Kert inquired whether to expect one cohesive work or different artists featuring in different garages. Vink explained that the current intention is to work within a single garage as this would align with an appropriate footprint for the budget; the Standing Selection Panel will help decide whether to feature a single artist’s work or incorporate a variety of creators.

Borowsky was concerned about the level of support and the short window of time allotted for staff to complete this work. Vink conceded that the work will indeed require quick turnaround to use 2022 funding. However, she feels confident about the outcome and noted assistance of soon-to-be-onboarded Public Art Specialist staff.

McCormick inquired about the status of funds for a previous CAGID downtown garage project that she recalled as “on hold.” She wondered whether these original funds were being combined with the EcoPass funds. Jones clarified that these were Capital Improvement Project funds still in the account. If an opportunity arises, combining the two banks may make sense. McCormick also wondered whether there would be any planned experiments in Public Arts funding. Vink emphasized the current focus on COVID rebound, and highlighted the staff recommendation to budget $50,000 for Experiments in Public Art.

McCormick hoped that the focus will be multimodal as opposed to solely oriented around car culture. Vink agreed; parking garages can serve as the “canvas” in similar fashion as the activation of storefront windows that showcase art.

McCormick moved to recommend that the City Manager incorporate the Art and Parking Garages Project into the approved 2020-2022 Public Art Implementation Plan. Freeman seconded, and the motion was unanimously approved.

### Agenda Item 6: Grant Program

<table>
<thead>
<tr>
<th>A. ACTION: Reports</th>
</tr>
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<tbody>
<tr>
<td>1. Pro Musica Colorado Chamber Orchestra, Diverse Voices, $3,000</td>
</tr>
<tr>
<td>2. “I Have a Dream” Foundation of Boulder County, Mariachi in the Mainstream, $10,000</td>
</tr>
<tr>
<td>3. Edica Pacha, BELONG, $5,000</td>
</tr>
<tr>
<td>4. Diana Sabreen, The Imagination Collaboration, $5,000</td>
</tr>
</tbody>
</table>

Cole reviewed Sabreen’s report as a sort of gauge by which to sense the “pulse of the arts community.” The lower attendance numbers serve as an indicator of challenge and competition in the post-pandemic world. Cole appreciated the quantitative results, though she noted evidence of only 5 responses signaling a challenge for survey collection. She challenged commission with devising ways to help these organizations succeed with further engagement of audience.

In response to McCormick’s inquiry, Freeman noted that Sabreen’s report indicated “76 tickets sold, 10 scholarship tickets, and 50 presenter and guest attendants.” Freeman and Kert were in attendance; Freeman estimated the crowd at no more than 20-30 people at one time. Kert noted that there was a steady turnover of people that were so spread out that it was difficult for her to estimate actual numbers.

Kert noted the July meeting discussion with Pro Musica’s representative concerning reframing the project; she wondered whether the report was premature as it did not reflect elements from this recent conversation. McCormick sees a divergence from original intention of working with students – Columbine Elementary was not mentioned in the report. The $800 variance of profit also concerned her; McCormick would like to observe more effort to act and report on agreements. Click will reach out to the group for clarification and an updated report.

McCormick highlighted Pacha’s report which mentioned challenges nearing violence against members of the LGBTQ community and problems of vandalism on the bike path, as well as racist and anti-immigrant defacement of the installations at the South Boulder and East Boulder Recreation Centers. She wondered how commission might better promote inclusion and support artists against this type of antagonism. Kert felt
similarly charged to reach out to the affected organizations and help develop some proactive remedies. Borowsky recommended further discussion as a retreat topic in October. Freeman suggested inviting police enforcement and other stakeholders to the retreat. To debrief on the incidents and gather input and advice on how the commission can best provide support, Cole and Kert volunteered to reach out to the artists who reported experiencing these issues.

Kert observed the inclusivity efforts incorporated by Imagination Nation as “a model for other organizations.”

Kert made a motion to approve the grant reports from “I Have A Dream” Foundation of Boulder County, Pacha, and Sabreen. McCormick seconded, and the motion passed unanimously. Pro Musica report’s approval will depend on the organization’s response to pertinent questions regarding the change to the project scope discussed in the July meeting, intention to work with Columbine or MUSE, as well as accounting for the $800 variance in the reported budget.

B. ACTION: Arts Administration Rehiring Grants – Click presented the highest scoring applicants as Boulder Museum of Contemporary Art, Dairy Arts Center, LOCAL Theater Company, Boulder Symphony, Museum of Boulder, Frequent Flyers Productions, Inc., 3rd Law Dance/Theater, Boulder Opera, Boulder Philharmonic Orchestra, and T2 Dance Company. She welcomed discussion and noted that commissioners have the options to approve the motion for the set of grant applications as recommended by staff, approve a different set of grant applications described in a motion, approve individual grant applications for funding described in individual motions, or postpone approval of individual grant applications for funding pending the answers to specific questions.

Schmid did not like this grant’s scoring process. Chasansky invited further discussion at this time if this would affect the decision. Otherwise, he asked that the process be examined and discussed by commission following the vote.

McCormick moved to approve the following grant applications for funding in the Arts Administration Rehiring Grants category: Boulder Museum of Contemporary Art, Dairy Arts Center, LOCAL Theater Company, Boulder Symphony, Museum of Boulder, Frequent Flyers Productions, Inc., 3rd Law Dance/Theater, Boulder Opera, Boulder Philharmonic Orchestra, and T2 Dance Company. Freeman seconded. Borowsky invited discussion. Schmid wondered whether there was an indicator to show whether an applicant had recently received a general operating support grant from commission. McCormick agreed that this was an important factor in her consideration as well; she looked up each individually to check. Schmid considered this a “heartbreaking” exercise, as she felt all the 18 groups were deserving of the grant, but there were only 10 grants to award. The motion passed 5-1, with Schmid voting no.

Schmid explained that she is voting against the scoring process, not the applicants. She couldn’t tell by the provided documents whether the applicants were already recipients of general operating support grants. She believes in the use of a rubric to standardize voting. Cole also struggled with this process – she suggested an alternative method whereby commissioners could score between 1-10 for each applicant, and then pull an average from all scores to serve as a better assessment. Borowsky was very frustrated by the scoring system which he found “nonsensical” and allowed duplicate rankings. Freeman also disliked the interface which she did not find intuitive or easy to follow. Cole noted that despite commission previously agreeing to this method, the group learns as it goes and can continue to refine the process. Staff thanked commission for this constructive criticism and will seek improvement on the technological interfaces and other concerns.

C. DISCUSSION: 2023 Cultural Grants Cycle Blueprint, Step One
Staff sought commission feedback about opportunities for improvements to the 2023 cycle of the Cultural Grants Program. This includes prioritization of issues that have been called out for improvement and identifying any new concerns. Discussion of options for resolving these issues will be on the agenda for the September meeting.

Based on the Community Cultural Plan (CCP), staff asked commission for the 2023 funding priorities. Freeman wondered if commission is permitted to maintain priorities outside the parameters of the CCP. Click imagines the
plan is general enough to cover a range of commission missions. Borowsky emphasized that the current assignments for the money are “not written in stone” – if they comply with the CCP, new grants can be designed and implemented.

Borowsky has never felt impressed with the Arts Administration Scholarship grant of $6,000 to fund an individual student’s graduate school. He would rather direct this money toward helping underserved artists create projects downtown which he views as more impactful than helping one person gain a degree in arts administration. Cole wondered if there is an opportunity to dedicate the monies from this certificate scholarship for more effect, perhaps toward training organizations on topics around which commission has seen difficulty or weakness (e.g., diversity, equity, and inclusion).

Staff agreed that options and innovations can be made as to how the money is spent. The scholarship was built as a foundational piece to the University of Colorado partnership; staff explained that it also aligns with the CCP’s mission of creating a leadership pipeline. Chasansky hopes that this same work is prioritized even if in a different manner.

Staff asked commission which potential areas of improvement to discuss at the September meeting. Click listed several possible issues and challenges: lack of comments and questions on low scores, the process for second and third extension requests excessively taxing commission time, further definition of encouragement points, CU Arts Administration Scholarship retooling, the complications around eligibility issues concerning City of Boulder city limits (and the rise of online/virtual work), and the use of threshold scores. Freeman would like to better understand the partnership between CU Boulder and the City of Boulder, perhaps by examining some of the early documents that drew up the parameters of the relationship. She also questioned the lack of comments and questions on low scores; Click explained that some applicants have expressed frustration about how to respond to a low score when no additional notes were provided. The general guideline is that a score of 4 or under would merit additional clarifying comment or question. Freeman also suggested standardization of the length/frequency of comment to level the variance among the commissioners. Cole encouraged building a stronger and more meaningful relationship between grantees and commission, perhaps through live links set up to publicize grant winners on the Office of Arts and Culture website as well as further Diversity, Equity, and Inclusion (DEI) training for organizations. She further suggested incorporating an additional 10-minute applicant interview into the process. Cole also suggested rethinking the education grants which she sees as a true pipeline to leadership, as these applications have been scant.

McCormick suggested consulting with the City Attorney’s Office regarding eligibility concerns around residency and the city limit boundaries, as well as the rise of virtual work where a physical presence may not be in Boulder. Clearer guidelines around this issue would be helpful as it has come up frequently in the past year when trying to make grant decisions. Schmid highlighted the contrast in situations between a hypothetical applicant who has business invested in Boulder and yet cannot afford to live within city limits (so residence is claimed in surrounding communities) and a group whose applicants do not live in Boulder and likewise do not appear to have a Boulder presence for their organization’s presentations/classes/events/exhibits. She also noted a challenge with translating the initials and acronyms used in some applicant documents – she suggested restricting these short-hand references for better clarity.

Click noted the upcoming grant cycle that will run from March through July 2023. This cycle will involve 5 categories with 50-80 individual applications. Staff welcomed further input from commission for process improvement.

Next steps involve grant information sessions in person and online set for November 10th and December 11th. Staff will reach out to commission to request volunteers to assist at the events.

**Agenda Item 7: Matters from Commissioners**

A. Freeman relayed positive feedback she heard as a liaison for one of the recent general operating support grant recipients who was enthused over the process and people involved in the process. The representative noted that they enjoyed the opportunity to respond to questions and the strong assistance offered by the Office of Arts and Culture staff: “coolest grant I ever got.”
Agenda Item 8: Matters from Staff  

A. Manager’s Memo: see packet. Chasansky welcomed questions. During the September meeting, staff will introduce the newly hired Public Art staff member, Amy.

B. Retreat Planning – Chasansky will poll the group by email to determine the optimum date, time, and location. Staff reinforced the idea of the session as a space for conversation and suggested moving the business of the meeting elsewhere. He suggested completing all business in the September meeting, including providing enough information to complete the grant documents for 2023, or else scheduling an additional session before the October retreat date. Chasansky will send out a request for agenda items.

C. Sponsorship Committee Member – Chasansky sought a volunteer to serve alongside Borowsky on this committee to advise staff. Freeman will consider the opportunity and will loop back with staff to discuss her capacity.

Agenda Item 9: Adjournment  

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 at 6 p.m. on Wednesday, September 21, 2022.
1. To maximize access, the September 2022 meeting of the Arts Commission will be held as a hybrid in-person / video meeting:

> Members of the Arts Commission and staff may attend by either in person or by video.

> Members of the public are encouraged to join the meeting by video only for observation and comment. To join the video conference, members of the community must make a request by email to rsvp@bouldercolorado.gov by Wednesday, September 21 at 12:00 P.M.

> Future hybrid meetings may include an opportunity for members of the public to attend in person.

2. Notes on the September Meeting Agenda

> 4B, 2023 Grants Cycle Blueprint

SUMMARY: To complete the decisions for the 2023 grant cycle, staff will ask the Commission to make a motion to approve the final documents for the application, scoring, and decision processes. The drafts have been sent directly to commissioners and are found below in Attachment One.

<table>
<thead>
<tr>
<th>STAFF RECOMMENDED MOTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>“I move to approve the 2023 Cultural Grants Program budget structure and to endorse the staff proposal for process, schedule, application, and scoring system.”</td>
</tr>
</tbody>
</table>

OPTIONS: During the meeting, commissioners have the options to:
- Approve the motion,
- Approve a motion that lists specific changes to the staff recommendation,
- Approve a different motion, or
- Postpone the decision pending the answers to specific questions.

DETAILS: Following conversations over the last three months, staff has integrated improvements to the grants structure, process, and criteria that were recommended by members of the Commission, staff, and community members into the grant documents. Below is a summary of those changes:
- Encouragement point descriptions and scoring have been updated. This section has been used in the past for grants panel members to exercise some discretion for awarding “extra points” to applications. For instance, first-time applicants or organizations that support culture-bearers of historically marginalized groups. The staff recommended changes to the descriptions and scoring rubric of Encouragement Points clarify these uses and give more explicit scoring criteria.
- Professional Development funds are increased to a maximum of $1,000 for out of state travel. This fund was adjusted in 2020 to respond to conditions during the pandemic. With travel and in person events opening up across the country, it is recommended that this be restored. Online events will still be allowed.
- The geographic requirements and descriptions of the City of Boulder city limits are recommended to remain as in the 2022 grant cycle. The original language for these guidelines, plus the “Boulder Focus” points, still serve the same purpose as intended when they were developed several years ago. First, it
allows panel members the flexibility to accept and score highly applicants who may not have headquarters in Boulder, but have a compelling project that will serve the community well and meet the goals of the Community Cultural Plan. Second, the compliment of the Boulder Focus scoring points allows panel members to give a few extra points to weight the outcome in favor of applicants that are based in Boulder, employ local artists, or otherwise are integrated with our community.

- Staff recommends that the University of Colorado at Boulder (CU) Graduate Certificate in Arts Administration Scholarship remains in the grants structure. In Attachment Two please find an email from Dan Sher, professor and dean emeritus of the CU College of Music, addressing the purpose of the grant and the challenges it has endured through the pandemic. Because this program of CU addresses goals in the Community Cultural Plan for centering Boulder as a place to establish and grow quality arts careers, and goals around the commitment to supporting the arts leaders especially in local nonprofits, staff recommends keeping the program. And, to address concerns, staff recommends working with CU and other community partners over the next few years to encourage more applications to the program and the grant.

- In order to address concerns about transparency and the ability for applicants to provide quality feedback during the rescoring step, staff recommends that comments or questions be required for scores 4 and below.

- Staff recommends that the process for extension requests be restored as it was written before the pandemic in order to streamline the process and respect the workload of commissioners.

In addition to these points, staff will ask the commissioners to discuss the use of a scoring threshold at a future meeting. And, work will continue through the opening of the grant cycle and beyond to encourage new applicants and to expand training for the arts community on pertinent topics such as Diversity, Equity, and Inclusion, evaluation, marketing, and grant writing skills.

The staff recommendation for the grant structure and budget is below, for discussion during the meeting:

<table>
<thead>
<tr>
<th>GRANT TYPE</th>
<th>CATEGORY</th>
<th># OF GRANTS</th>
<th>GRANT AMOUNT</th>
<th>CATEGORY BUDGET</th>
</tr>
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<tbody>
<tr>
<td>GENERAL OPERATING SUPPORT</td>
<td>Extra Large Orgs</td>
<td>8</td>
<td>$50,000</td>
<td>$400,000</td>
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<tr>
<td></td>
<td>Large Orgs</td>
<td>9</td>
<td>$20,000</td>
<td>$180,000</td>
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<tr>
<td></td>
<td>Mid Orgs</td>
<td>8</td>
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<td>$80,000</td>
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<tr>
<td></td>
<td>Small Orgs</td>
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<td>$96,000</td>
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<td>PROJECT GRANTS</td>
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<td>$60,000</td>
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<tr>
<td></td>
<td>Community Projects – Indv</td>
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<td>$5,000</td>
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<td>Equity Fund</td>
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<td></td>
<td>Risk Capital Fund</td>
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<tr>
<td>SCHOLARSHIPS</td>
<td>Professional Development</td>
<td>~16</td>
<td>~$500</td>
<td>$8,000</td>
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<tr>
<td></td>
<td>Certificate Scholarships</td>
<td>1</td>
<td>~$6,000</td>
<td>$6,000</td>
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<tr>
<td></td>
<td>Cultural Field Trips</td>
<td>5</td>
<td>$2,000</td>
<td>$10,000</td>
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<tr>
<td>SPONSORSHIPS</td>
<td>Assistance for Grant Writing</td>
<td>8</td>
<td>$500</td>
<td>$4,000</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td></td>
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<td>$925,000</td>
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</tbody>
</table>
After the decision on a motion regarding the documents for the 2023 cycle, staff will ask the Arts Commission to consider a motion to allow administrative approval of certain grant categories.

**STAFF RECOMMENDED MOTION**

“I move that final approval for the following categories be delegated to staff: Venue and Online Event Affordability Fund, Professional Development Grants, Macky Auditorium Fee Waivers, Cultural Field Trips, and Assistance for Grant Writing.”

OPTIONS: During the meeting, commissioners have the options to:

- Approve the motion,
- Approve a different motion, or
- Postpone the decision pending the answers to specific questions.

DETAILS: For the past seven years, decisions for the set of grant categories in the motion above have been administered by staff. Certain grants are best served to be decided by formula. For instance: first-come first-served. As opposed to grants that benefit from subjective reading of the applications for competitive scoring. The application of a formula decision is most efficiently done by staff. In addition, this allows for more frequent deadlines and quicker decisions. And frees up the time of panel members to focus on competitive grant categories.

> 5A, Harassment Experienced by Arts Grants Recipients

In Attachment Three, please find a copy of an email from a grant recipient regarding experiences of what might be labeled discriminatory harassment. A further similar event was reported, and staff will be distributing information from that grant applicant as soon as possible. Though this information is included only to fully inform members of the Commission, and no action items are being recommended, there are specific actions that the Commission might take in response, including:

- Vote on a motion that expresses support for the grant recipients.
- Reach out to the Human Relations Commission and Human Services Department.
- Assign a volunteer commissioner to draft a statement of support which can be the subject of an action item at the November meeting.
- Make recommendations to staff for a strategy to support artists who may experience similar situations in the future.

> 6A, Proposed Date and Time Change

**SUMMARY:** Staff is requesting consideration of a change to the regular date and time of Arts Commission meetings.

**STAFF RECOMMENDED MOTION**

“I move that the schedule of regular meetings for the Boulder Arts Commission be set as the fourth Wednesday of every month from 4:00 PM to 6:00PM, to begin with the November 2022 meeting.”
OPTIONS: During the meeting, commissioners have the options to:
- Approve the motion,
- Approve a different motion, or
- Postpone the decision pending the answers to specific questions.

DETAILS: The Community Vitality Department is responsible for four other boards and commissions in addition to the Arts Commission: the Boulder Junction Access District (BJAD) Parking Commission, the BJAD Travel Demand Management Commission, the Downtown Management Commission, and the University Hill Commercial Area Management Commission. These are scheduled in a specific sequence to manage the complex approval processes across different boards. Unfortunately, the BJAD Parking Commission is scheduled at a time that is adjacent to the Arts Commission meetings: the third Wednesday of every month from 4:00 – 6:00 PM. This makes it very difficult for the commission secretary to support both the BJAD Parking Commission and the Arts Commission. Therefore, the best way to meet limited staff capacity and continue to fully support the Arts Commission will be to move the meeting date from the third to the fourth Wednesday of every month. To additionally improve the impacts on staff capacity, it is further recommended that the Arts Commission meeting be moved to start at 4:00 PM.

> 6B, City Manager’s Recommended 2023 Budget

At their study session on September 8 City Council heard a staff presentation and discussed the details of the 2023 City Manager’s Recommended Budget. To learn more, please follow these links:
- Visit the budget website and explore the interactive tool.
- Explore the Community Vitality Department budget recommendations.
- Watch the City Council Study Session.

The recommended changes to the budget of the Office of Arts and Culture are:
- $300,000 in one-time, operating funds for public art maintenance projects and for another round of Experiments in Public Art.
- $300,000 in capital improvement funds to implement the Accessible Signage Program.
- Approximately $120,000 in capital improvement funds for new public art commissions generated by application of the percent for art policy to Community Culture Resilience and Safety Tax projects.

One additional note: you may notice that the recommended budget for the Office of Arts and Culture includes a reduction in the personnel funds. This is a correction in accounting in how all city personnel budgets are represented. The proposed 2023 budget does not include any reductions to staff levels or compensation.

3. Commission Correspondence

The Commission Correspondence record will be included in the next meeting packet.

4. Staff Updates

The Office of Arts and Culture is excited to welcome Amy Hoagland to the team as our new Public Art Specialist. Hoagland received her MFA in Sculpture from CU Boulder in 2022. She is a recipient of a 2022 Windgate Fellowship for sustainable art presented by Honoring the Future, and she additionally created a public art installation curated by BMoCA in One Boulder Plaza. Amy has completed residencies with the Mountain Research Station, Marpha Foundation in Nepal, Casa Lü in Mexico City, Firehouse Art Center, and the Tallgrass Prairie Preserve in Matfield Green, Kansas. She is already an invaluable member of the team. Welcome, Amy!
Work continues in support of the 2023 City Manager Recommended Budget. City Council will take the next steps in approving the budget at their meetings on October 6 and 20.

> **Public Art Program**

Current Public Art Opportunities open to the public for applications:
- Valmont Park Rain Garden Public Art
- Mural Artist Roster
- Experiments in Public Art
- Art in Parking Garages: 11th and Spruce
- Serving on a Selection Panel

Staff is working with the Budget Office on public art funding allocation procedures in the Capital Improvement Program and from the Community Culture Resilience and Safety Tax (CCRS) allocations.

Staff continues to develop a draft 2023 – 2028 percent for art budgets and projects with colleagues across departments.

Staff continues to work on improvements to the permitting of public art and is working with a local fabrication and installation firm for General Contractor requirements.

Staff supported the Library Programs, Events and Outreach Team in reviewing Canyon Gallery applications. Staff is supporting the University of Colorado’s Artist-in-Residence Nominating Committee.

Public Art Commissioning Updates:
- **North Broadway (Sharon Dowell):** Final Design. Thistle Property Management and Sharon Dowell are moving forward for a project installation in the spring of 2023. Bike racks and sculpture are on hold for staff capacity, next steps will be preapplication review for permits.
- **Experiments in Public Art: Selection Process.** This round is an ARPA-funded program, with a focus on pandemic recovery, creative workforce, and economic development. The Standing Selection Panel and commissioner Caroline Kert are working with staff and Farm to Spaceship to build a cohort for experience learning of ~20 participants comprised of creatives and small business owners. Applications are open through September 25. Project Cohort update is tracking for the November Arts Commission Agenda. Visit [https://boulderarts.org/public-art/temporary/](https://boulderarts.org/public-art/temporary/) to learn more
- **NoBo Library (Daily tous les jours):** Final Design. Design and Budget initially approved, on pause until parent project receives construction bids in late Aug. The anticipated parent project construction schedule is Fall 2022 – Winter 2024. [www.dailytouslesjours.com](http://www.dailytouslesjours.com)
- **Fire Station 3 (Michael Clapper):** Final Design. [https://www.michaelclapperstudios.com/](https://www.michaelclapperstudios.com/)  [https://bouldercolorado.gov/planning/fire-station-3-relocation-4](https://bouldercolorado.gov/planning/fire-station-3-relocation-4)
- **Urban Design - 19th and Upland (Anthony Garcia):** Final Design. The Parent Project design is nearing 90% completion for new underpass at 19th and Upland on the Fourmile Canyon Creek. The anticipated parent project construction schedule is Fall 2022 – Spring 2024.
- **George Reynolds Branch Mural:** On hold.
- **Rain Gardens: Selection.** Due to input from the selection panel, staff has secured additional funding to increase the budget from $10,000 to $20,000. An additional change is to shift the project to Valmont Park Rain Garden rather than the Boulder Reservoir, as Valmont Park does not have ticketed entrance. Deadline was extended to Oct. 15. Semifinalist proposal recommendation is tracking for the December Arts Commission Agenda. To learn more and apply, visit [https://boulderarts.org/public-art/updates-opportunities/](https://boulderarts.org/public-art/updates-opportunities/)
Art in Parking Garages: 11th and Spruce: Selection. Orientation was held on Sept. 7. A public art call for $122,500 is available for the 11th and Spruce Parking Garage. Deadline to apply is September 28. Semifinalist proposal recommendation is tracking for the November Arts Commission Agenda. To learn more and apply, visit https://boulderarts.org/public-art/updates-opportunities/

- 30th Protected Lanes: Pre-approval.
- 28th and Colorado: Pre-approval.
- Alpine Balsam Deconstruction: Pre-approval.
- Alpine Balsam Pavilion: The project launch is projected for early 2023.
- Valmont Park: The project launch is projected for 2023.
- Transportation CIP Percent for Art: On Hold

Community-Initiated and Donation Projects Updates:
- **Temple of Tranquility**: Pre-approval. Staff is working with project team to explore review process and feasibility. The project is on track for installation in March 2023.
- **Los Seis de Boulder/El movimiento sigue**: Permitting. The feasibility for new location at 28th and Canyon is favorable and permitting review is underway. The temporary installation at BMoCA’s Inside Out exhibition has been extended. Permanent installation is on track for December 2022, which may possibly be extended.
- **Nobel Circle Donation**: Pre-approval. It is with sadness to share that Don McDonald passed away last month. Staff and the Arts Commission Chair has sent his family our condolences. Staff is working with immediate family members in consideration of moving forward with this project. An updated Letter of Intent recommendation is tracking for the November Arts Commission Agenda. [https://www.legacy.com/us/obituaries/dailycamera/name/donald-mcdonald-obituary?id=34895793](https://www.legacy.com/us/obituaries/dailycamera/name/donald-mcdonald-obituary?id=34895793)
- New Donation Proposals: Staff is currently working with community members on the possibility of three new proposals, to be proposed for inclusion in the 2023 Public Art Implementation Plan.
- **Boulder Rotary Club Donation**: Contracting and appraisal are underway. The Rotary Club is hosting an International Walk of Peace at noon on Wednesday, September 21st. All are invited to meet at this donated artwork on the Broadway side of the Penfield Tate II Municipal Building.

Maintenance and Conservation:
- **Accessible Signage**: Husky Creative is supporting fabrication, installation of signage for up-to 3 projects (55 Degrees, Dragonfly Giraffe, donations) utilizing the Accessible Signage Framework. Work anticipated to be complete in the Fall of 2022.

Murals/Paint the Pavement Projects:
- Staff congratulates Street Wise on their upcoming Mural Festival September 29 – Oct 4.
- The 2022 Mural Artist Roster is open for applications through October 15. To learn more, visit [https://boulderarts.org/mural-artist-roster/](https://boulderarts.org/mural-artist-roster/)

In Attachment Four please find the status of the five-year public art commissioning budget.

> Grants and Programs for Organizations

Work continues to support applicants and panelists for the current grant categories.

Immigrant Heritage Month Grants were awarded April 18, through the Human Relations Commission. Enhancement awards for programs that include an arts component were funded through the Office of Arts and Culture sponsorship program:
- **Haula Community Organization**, Celebration of Immigrant Heritage, $1,650 from the Office of Arts and Culture / $1,650 from the Human Relations Commission.
- The Hypothetical Theatre Company, Inc., Ellis Island Stories: Yesterday and Today, $1,650 from the Office of Arts and Culture / $1,650 from the Human Relations Commission.
- Motus Theater, UndocuAmerica Monologues: 10 Years of DACA in Story and Song, $1,650 from the Office of Arts and Culture / $1,650 from the Human Relations Commission.
The sponsorship committee approved a sponsorship in the amount of $5,000 for the NoBo Art District to rent portable bathrooms for the NoBo Summer Markets was approved by the Sponsorship Committee.

The following Cultural Field Trip Fund grants were approved in advance of the meeting:
- University Hill (4th grade classroom of Celia Lopez), to the Dairy Arts Center for Hansel and Gretel by the Boulder Opera, $1,425

The following Venue and Event Affordability Fund Grant reports were approved in advance of the meeting:
- Colorado MahlerFest, Macky Auditorium Fee Waiver
- square product theatre, Dance Nation by Clare Barron, The Roser ATLAS Black Box Experimental Theater, $1,000

The following Professional Development Grant reports were approved in advance of the meeting:
- Brian Jack, International Double Reed Society Conference, Boulder, Colorado, $500
- Kaori Uno, International Double Reed Society Conference, Boulder, Colorado, $500

In Attachment Five please find a current grants program budget.

> Programs for Artists

Work continues on the Indigenous Artist Fellowship focused on climate adaptation.

> Creative Neighborhoods

- Staff has updated self-guided tours of the 2018 and 2020 Creative Neighborhoods Mural Program. To learn more and download the maps, visit [https://boulderarts.org/public-art/murals/creative-neighborhoods-mural-program/](https://boulderarts.org/public-art/murals/creative-neighborhoods-mural-program/)
- Boulder Characters: On Hold. Staff is working with community on a city-wide storytelling and mural scavenger hunt opportunity, sponsored fully by a community member, titled #BoulderCharacters. This project is on hold until additional staffing is available to support the program.
- Staff is supporting colleagues in the district support office of the Community Vitality Department on the permitting of continued outdoor dining in the pedestrian right-of-way and parking spaces. This may include the addition of artwork to the barriers surrounding these dining areas.

> Venues

Work continues to support the Finance Department in responding to requests from City Council for changes to the format and process to deliver capital funds to nonprofits as part of the Community Cultural Resilience and Safety Tax.

Work continues in support of the Finance Department on the proposal from the Boulder Museum of Contemporary Art (BMoCA) to relocate their facility to a new location in the NoBo Art District.

> Civic Dialog, Boulder Arts Week, Boulder Arts Showcase

Work continues on the Arts and Economic Prosperity 6 study. Staff will be gathering 1,000 surveys from now until April 2023. We currently have 350 surveys completed.

Work continues on the Cultural Asset Map project. The initial review has been completed.

Work continues on Boulder Arts Week 2023.
General Eligibility Requirements

Contractual age. All applicants must be of legal contractual age as defined by the state of Colorado (18 years). We encourage those younger than 18 years of age to collaborate with an eligible artist or organization in order to apply. Contact the Office of Arts and Culture to learn more.

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. As a shorthand, office staff use addresses with the zip code starting with 803— to determine if it is in the acceptable area.

Civil Rights Act compliance. All applicants must comply with Title VII of the U.S. Civil Rights Act of 1964 and Section 504 of the Federal Rehabilitation Act of 1973 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, 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?
  Specifications vary from application to application.
  Non-profit status is not required to apply for General Operating Support Grants at certain levels, Community Projects Grants, Arts Education Grants, or Rental Assistance Grants.

➤ Must an organization be headquartered in Boulder to be eligible?
  It varies depending on the grant.
  For General Operating Support Grants the organization must demonstrate that they are headquartered in Boulder.
  For all other grants, it is not necessary that the applicant organization be headquartered in Boulder. However, the applicant must be able to demonstrate that the grant program takes place in the City of Boulder and that the programming meets the criteria described in the Chapter 14-1-2 of the City of Boulder Revised Code. Also, though anyone may apply, preference is given through the panel process to organizations that are based in, or focused on, the Boulder community.
  For the determination of programming or organizational headquartered location, the term "Boulder" as defined in the Boulder Valley Comprehensive Plan, and is for the direct benefit of the Boulder community. As a shorthand, office staff use addresses with the zip code starting with 803— to determine if it is in the acceptable area.

➤ How much detail is required for the organizational information 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. —Make sure your details are complete, and convey the necessary information, 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 seven City Council-appointed Boulder Arts Commissioners.

➤ How does the panel come to their decision?
  Specifications vary 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 provide additional points on two focus areas: 1) for Boulder-based organizations and 2) for organizations that have not received funding over $1,000 in the grant cycle. A maximum of 4 additional points is available to the panel members for each question.

The scores for each panel member are added together to establish a preliminary score for the application. All questions are weighted equally. Those 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 scores) 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 second round of scoring. You will have the opportunity to offer a one-page statement answering the questions raised, or further informing the panel about your application.

After your one-page response is completed, the panel will score your application. Once the score is complete, the applications are re-ranked. At the decision meeting, 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?
  Only one Professional Development Sponsorship is awarded per applicant annually. There are no other restrictions on applying for multiple grants.

> Does the Boulder Arts Commission have an appeals process?
  Yes. The appeals process can be found here.
Grant Application Guidelines & Process

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

HOW TO APPLY

1. Review the application in full at Office of Arts and Culture’s website.
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.
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, staff will send all applications to the panel for scoring and comments. The panel consists of the seven City Council-appointed Boulder Arts Commissioners.
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 one-page response for the panel.
7. Before the Arts Commission meeting, the panel will rescore the applications. At the decision meeting, the members of the Boulder Arts Commission then deliberate to decide final approval of the applications which will receive a grant.
8. If you are awarded a grant, staff from the Office of Arts and Culture will contact you to complete any necessary paperwork.

ADDITIONAL INFORMATION ABOUT APPLICATION

1. Grant workshop. Attendance at a grant workshop is highly encouraged. Contact the grants coordinator with any questions you may have on the application or process.
2. Application. Submit your application online no later than 11:59 p.m. on the deadline. Applications are made through the Office of Arts and Culture’s website.
3. Staff review. Staff reviews all applications for completeness and compliance with grant requirements.
4. Grant revisions. Staff will contact applicants if any revisions are necessary.
5. Panel sequestration. During the scoring process, from the opening of 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 then may at their discretion communicate with the panel members. Communications will not be passed on to panel members if the staff determines that the question or message: a) 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 to applicants in preparing their one-page response. An explanation of the scoring system and the rubrics used by the panel can be found here.
8. Preliminary scores. Applicants will be notified when scores and comments are available.
9. Preparation of one-page response. Applicants have time to prepare a one-page response
document for the panel following the first round of scoring and comments. The one-page
response 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.
9. Rescoring of grant applications. Before the Arts Commission meeting, the panel will rescore the
applications. At the decision meeting, the members of the Boulder Arts Commission then
deliberate to decide final approval of the applications which will receive a grant.
10. Funding decisions. The Boulder Arts Commission makes final decisions on Community Project
Grants, Arts Education Grants, and Operating Grants.
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.
12. Written Appeals Process. The deadline for a written appeal is 14 days after funding decisions has
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 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.

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](https://pera.colorado.gov). 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. 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. Community Project, Arts Education, and Professional Development 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. The remaining grants are paid in full once the agreement is signed. 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 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://boulderartscommission.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://boulder.gov/council) to find out more about contacting City Council members.
2023 Grants and Meetings Schedule

Updated August 25, 2022

Info Sessions and Training
- Info session – Thursday, November 10 at 4pm at location TBD
- Info session – Wednesday, December 11 at 11:30am at location TBD
- Commission Grants Program training – Thursday, January 26, 2023, from 4 to 6 p.m. on Zoom

Professional Development Grants, Round One
- Wednesday, January 1, 2023 – Applications open
- Tuesday, February 28 at 11:59 p.m. – Deadline for applications
- February 28 to March 10 – Staff review of applications (11 days)
- Friday, March 10 – Notification of decisions

Community Project Grants – Organizations
- Friday, February 10 at 11:59 p.m. – Deadline for applications
- February 10 to 15 – Review by staff for eligibility and revision by applicants if necessary
- February 15 to March 1 – Preliminary review and score by panel (15 days)
- March 1 to 8 – Score processing by staff
- March 8 – Preliminary scores and comments sent to applicants via email
- March 8 to March 15 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at clickl@bouldercolorado.gov by Wednesday, March 15, 2023, at 11:59pm.
- March 15 to 22 – Response processing by staff
- March 22 – Responses sent to panel
- March 22 to April 5 – Final review and score by panel (15 days)
- April 5 to 14 – Processing of final scores
- April 14 – Final scores sent to applicants via email
- April 19 – Arts Commission meeting. Discussion and final decisions on grants.

General Operating Support 2022 Report Due
- Wednesday, February 1 at 11:59 p.m. – Report due
- February 19 – Arts Commission meeting. Discussion and decisions on reports

Professional Development Grants, Round Two
- Tuesday, February 28 – Applications open
- Monday, May 1 at 11:59 p.m. – Deadline for applications
- May 16 to May 30 – Staff review of applications (15 days)
- Tuesday, May 30 – Notification of decision

Community Project Grants – Individuals
- Monday, March 8 at 11:59 p.m. – Deadline for applications
- March 8 to March 15 – Review by staff for eligibility and revision by applicants if necessary
- March 15 to March 29 – Preliminary review and score by panel (15 days)
- March 29 to April 5 – Score processing by staff
- April 5 – Preliminary scores and comments sent to applicants via email
- April 5 to April 12 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at clickl@bouldercolorado.gov by Wednesday, April 19, 2023, at 11:59pm.
- April 12 to 19 – Response processing by staff
- April 19 – Responses sent to panel
April 19 to May 3 – Final review and score by panel (15 days)
- May 3 to 11 – Processing of final scores
- May 12 – Final scores sent to applicants via email
- May 17, 2023 – Arts Commission meeting. Discussion and final decisions on grants.

Arts Education Project Grants
- Wednesday, April 12 at 11:59 p.m. – Deadline for applications
- April 12 to 19 – Review by staff for eligibility and revision by applicants if necessary
- April 19 to May 3 – Preliminary review and score by panel (15 days)
- May 3 to 10 – Score processing by staff
- May 10 – Preliminary scores and comments sent to applicants via email
- May 10 to 17 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at clickl@bouldercolorado.gov by Wednesday May 17, 2023, at 11:59pm.
- May 17 to 24 – Response processing by staff
- May 24 – Responses sent to panel
- May 24 to June 7 – Final review and score by panel (15 days)
- June 7 to 15 – Processing of final scores
- June 15 – Final scores sent to applicants via email
- June 21, 2023 – Arts Commission meeting. Discussion and final decisions on grants

2023 CU Boulder Graduate Certificate in Arts Administration Scholarships
- Thursday, June 15, 2023, 11:59 p.m. – Deadline for applications
- June 15 to June 22 – Review by staff for eligibility, revision by applicants if necessary
- June 22 to July 19 – Review by Arts Commission (28 days)
- July 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 5 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.

Macky Free Rental & Supplementary Funds
1st of each month at 5 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 at 5 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.
2023 Boulder Arts Commission MEETING CALENDAR

Boulder Arts Commission meeting - Wednesday, Jan. 18
Boulder Arts Commission meeting - Wednesday, Feb. 15
Boulder Arts Commission meeting - Wednesday, March 15
Boulder Arts Commission meeting - Wednesday, April 19
Boulder Arts Commission meeting - Wednesday, May 17
Boulder Arts Commission meeting - Wednesday, June 21
Boulder Arts Commission meeting - Wednesday, July 19
Boulder Arts Commission meeting - Wednesday, Aug. 16
Boulder Arts Commission meeting - Wednesday, Sept. 20
Boulder Arts Commission meeting - Wednesday, Oct. 18
Boulder Arts Commission meeting - Wednesday, Nov. 15
Boulder Arts Commission meeting - Wednesday, Dec. 20
Arts Education Project Grant

Full application

Si prefiere leer este documento en español, 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.

For this application in other languages please contact the Office of Arts + Culture Grants Administration Program Manager Lauren Click at lclick@boulderlibrary.org / lclick@bouldercounty.gov.

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.
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 seven City Council-appointed Boulder Arts Commissioners.
6. You will receive notification that the panel’s preliminary scores and comments on your application are available. Please review their scores and comments and prepare a one-page response for the panel.
7. Before the Arts Commission meeting, the panel will re-score the applications. At the decision meeting, the members of the Boulder Arts Commission then deliberate to decide final approval of the applications which will receive a grant.
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: $10,000
Awards: Approximately 10 awards at $1,000 each
Details: The award amount of $3,000 is a maximum funding guideline. Smaller requests will be accepted.
Cycle: Annually

DEADLINE TO SUBMIT APPLICATION: Wednesday, April 12 at 11:59 p.m. Monday, May 9 at 11:59 p.m.

Decision Timeline:
   Wednesday, April 12 at 11:59 p.m. – Deadline for applications
   April 17 to 19 – Review by staff for eligibility and revision by applicants if necessary
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 Fall 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.
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 this training video for instructions on registering and applying online.

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 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. All changes to the project, venue, Grantee address, schedule, or staff / team members must be reported to culture.grants@boulder.colostate.novculturalgrants@boulderdinasty.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 a Determination of Independent Contractor / Employee Status for Payment document and copy of their Driver’s License. Applicants will receive the appropriate forms from...
2023 Cultural Grants DRAFT DOCUMENTS

payments@bouldercolorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

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. Policies also require proof of legal identity and citizenship. Applicants will receive the appropriate forms from payments@bouldercolorado.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. 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.

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 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

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

Method: Submit the report through the online system accessible through the bouldercolorado.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 will 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@bouldercolorado.org with the following information:
  o an update on the project status,
  o a request to change the project completion date, and
  o 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. Include 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. (1,500 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, 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
Panel Evaluation

Bulleted responses are encouraged in these sections:

- 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 skills or experiences 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 the 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 visionary 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?” References: 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? (1,800 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 to the public realm by engaging underserved populations in 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. Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the arts community. Panel members use these "extra points" to balance the scoring, emphasizing applications which tend to score lower in standard categories or historically are underrepresented in grantmaking. Commissioners will be looking for these elements in your responses above.
- Examples include:
  - First-time applicants and those who have never been awarded a grant.
  - Youth applicants who are applying with the help of a mentor or legal age.
  - Have the potential to support community and participatory culture and non-professional artmaking.
  - Applicants for whom English is not their first language.
  - Non-Western European art forms or other forms of culture that have typically been disadvantaged by the systems and traditions of grantmaking.
  - Elements of the application that the panel member determines will significantly advance stated priorities of the Arts Commission, important issues in the community outside of the arts, or other impacts that are not expressed in the other scoring criteria.
  - Please check this box if any of these are addressed in your application.*

Are you a first-time applicant or have you not been awarded a grant before from the Commission?*

- 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 this 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 and 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

Full Application

For this application in other languages please contact the Office of Arts + Culture Grants Administration Program Manager at lauren.enick@bouldercounty.org.

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

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 civic dialogue about the ability of culture to positively contribute to the economy, social offerings, the environment, and the authentic expression of diversity.
4. Develop Boulder’s creative identity in becoming an innovative world leader in cultural matters and projects that identity to the region and the world.
5. 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.
6. 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.

HOW TO APPLY

1. Review the below information.
2. Log on to the Boulder Arts Commission online grant portal. If you have not logged on before, create a profile. Applications must be submitted through the online grant application system. 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.
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 seven City Council-appointed Boulder Arts Commissioners.
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 one-page response for the panel.
7. Before the Arts Commission meeting, the panel will rescoring the applications. At the decision meeting, the members of the Boulder Arts Commission then deliberate to decide final approval of the applications which will receive a grant.
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: $85,000
Awards: Organizations $60,000 @ maximum $10,000 each // Individuals $25,000 @ maximum $5,000 each
Details: The award amount of $10,000 for organizations or $5,000 for individuals is the maximum grant offered. Smaller requests will be accepted.
Cycle: Annual

Definitions: For Community Projects, "individual" is defined as "applications in which the project is being created and managed by a single individual, a sole-proprietorship, or a for-profit business with only one employee." The term "organization" is defined as "applications in which the project is being created and managed by a nonprofit or a for profit business with multiple employees."

DECISION SCHEDULES:

Community Project Grants – Organizations
Friday, February 10 at 11:59 p.m. – Deadline for applications
February 10 to 15 – Review by staff for eligibility and revision by applicants if necessary
February 15 to March 1 – Preliminary review and score by panel (15 days)
March 1 to 8 – Score processing by staff
March 9 – Preliminary scores and comments sent to applicants via email
March 9 to March 15 – Applicants prepare and send written responses to the panel's questions.
The written response should be emailed to Lauren C lick at clickl@boulderlibrary.org by Wednesday, March 15, 2023, at 11:59pm.
March 15 to 22 – Response processing by staff
March 22 – Responses sent to panel
March 22 to April 5 – Final review and score by panel (15 days)
April 5 to 14 – Processing of final scores
April 14 – Final scores sent to applicants via email
April 19 – Arts Commission meeting, discussion and final decision on grants

Community Project Grants – Organizations
Monday, January 30 at 11:59 p.m. – Deadline for applications
January 30 to 26 – Review by staff for eligibility and revision by applicants if necessary
January 30 to February 13 – Preliminary review and score by panel (15 days)
February 13 to 16 – Score processing by staff
February 16 – Preliminary scores and comments sent to applicants via email
February 26 to February 22 – Applicants prepare and send written responses to the panel's questions.
The written response should be emailed to Lauren C lick at clickl@boulderlibrary.org by Wednesday, February 22, 2023, at 11:59pm.
February 22 to 28 – Response processing by staff
February 28 – Responses sent to panel
February 28 to March 8 – Final review and score by panel (9 days)
March 8 to March 11 – Processing of final scores
ELIGIBILITY REQUIREMENTS

1. General eligibility. Meets all general eligibility requirements.

2. Open to all. Anyone may apply if the General Eligibility Guidelines 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).

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 the Section 14-12, B.R.C., 1981.
4. Projects must take place after the grant funding decision and be completed by June 30, 2023.

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)
  - Encouragement points (Maximum 4 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 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 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 grants@boulderlibrary.org or culturegrants@bouldercolo.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 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 a Determination of Independent Contractor/Employee Status for Payment document and copy of their Driver's License. Applicants will receive the appropriate forms from payments@bouldercolo.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 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. Grants are initially funded at 50 percent of the grant amount awarded. The remaining 50 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 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 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

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 bouldergfnts.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.govкультури grants@bouldercolorado.govculiuregrants@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, I will continue to comply with those requirements and meet the guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting. *

> I certify

Applicant information *

> Tax status *

* 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.
Individual applicants
  > 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.”

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 calendar: Projects must take place after the grant deadline and be completed by June 30, 2022. (500 character limit)
  > Project completion date (This is the last day of any public event related to the project. Project must be completed by June 30, 2023.)
  > Report due date (One month following the project completion date)
  > Project location. Where do your projects take place? (250 character limit)
  > Collaboration. Describe 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)
  > 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@bouldercolarado.gov and received feedback from staff which inform my understanding of project review, permitting, and timing considerations.

Panel evaluation

Bulleted responses are encouraged in these sections.

> 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 well-being, 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?” References: 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? (1,500 character limit)

- 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.

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. (1,250 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? (1,250 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 arts community. Panel members use these “extra points” to balance the scoring, emphasizing applications which tend to score lower in standard categories or historically are underrepresented in grantmaking. Commissioners will be looking for these elements in your responses above.

Examples include:
- First-time applicants and those who have never been awarded a grant.
- Youth applicants who are applying with the help of a mentor of legal age.
- Have the potential to support community and participatory culture and non-professional artmaking.
- Applicants for whom English is not their first language.
- Non-western European art forms or other forms of culture that have typically been disadvantaged by the systems and traditions of grantmaking.
- Elements of the application that the panel member determines will significantly advance stated priorities of the Arts Commission, important issues in the community outside of the arts, or other impacts that are not expressed in the other scoring criteria.

Please check this box if any of these are addressed in your application.

Are you a first-time applicant or have you not been awarded a grant before from the Commission?*
Encouragement points: Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds to support 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.

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 this 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 that the project is approved and scheduled. (1 page)
- 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 and 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.*
- 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 through 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 application. We encourage you to watch the tutorial video for instructions on logging on 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 seven City Council-appointed Boulder Arts Commissioners.
6. At the meeting on July 20, 2022, 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: $6,000

Cycle: Annually.

Maximum Amounts for Scholarships: $6,000
Details: Open to students admitted to the University of Colorado at Boulder Graduate Certificate in Arts Administration program for the Fall 2022 / Spring 2023 certificate program. You may apply if you are awaiting admission into the program.

DEADLINES TO SUBMIT APPLICATION: Thursday, June 16, 2022, 11:59 p.m.

Decision timeline:

2023 CU Boulder Graduate Certificate in Arts Administration Scholarships
- June 15 to June 23 – Review by staff for eligibility, revision by applicants if necessary
- June 23 to July 19 – Review by Arts Commission (28 days)
- July 19 – Arts Commission meeting; interviews and final decisions on scholarships

2023 CU Boulder Graduate Certificate in Arts Administration Scholarships
- Thursday, June 16, 2022, 11:59 p.m. – Deadline for applications
- June 16 to June 23 – Review by staff for eligibility, revision by applicants if necessary
- June 23 to July 20 – Review by Arts Commission (28 days)
- July 20 – Arts Commission meeting; interviews and final decisions on scholarships

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 2022 / Spring 2023 certificate program. You may apply if you are awaiting admission into the program.

REVIEW PROCESS
1. Deliberation. Applicants are expected to attend the July 19, 2022 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 Edit 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 culture.grants@boulderlibrary.org@bouldercoloarado.gov.

4. Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant awarded 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 in 2019. 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 a Determination of Independent Contractor/Employer Status for Payment document and copy of their Driver’s License. Applicants will receive the appropriate forms from payments@bouldercoloarado.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 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 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

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 username 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@bouldercolarado.gov. The email must include 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. Consequences 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. *

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 *
Grant Writing Fund
Full application (in Formstack)

PURPOSE: The Grant Writing Fund provides opportunities for first-time applicants and those who have not received a grant through the Boulder Arts Commission to get grant writing assistance.

Total Funds: $5,000 (TD)
Awards: Approximately 10 awards at $500 each
Details: The award amount of $500 is a maximum funding guideline. Smaller requests will be accepted.
Cycle: Annually
Additional information: A list of grant writers can be found through this link. If you need help finding a professional grant writer, please contact the Office of Arts and Culture for assistance.

Cycle: Annually. Grant writer must be supporting a grant in the 2023 cycle.

Deadline: 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.

ELIGIBILITY REQUIREMENTS
1. General eligibility. Meets all general eligibility requirements.
2. Open for: Applicants to the Boulder Arts Commission 2023 grant cycle. Must be first time applicant or applicants or have never received a grant from the Boulder Arts Commission.

REVIEW PROCESS
1. Deliberation. Applications for the Grant Writing Fund 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 Grant Writing Fund are awarded on a first come, first served basis 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 done through a simple form on the Office of Arts and Culture website (provided by Formstack).

Applicant information:

> First Name*
> Last Name*
> Address [1]*

[1] This application is not through the Fund grant system
Address:*  
City:*  
State:*  
Zip Code:*  
Phone No.:*  
Email:*  
How did you find out about grants through the Office of Arts + Culture?  

Application information  

Is this your first time applying for a grant through the City of Boulder Arts Commission? Or, have you applied for a grant and not received one?  

Which Boulder Arts Commission grant[s] will you be applying for in 2023?  

Name of the grant writing consultant you will engage:*  

Email and phone number of the grant writing consultant you will engage:*  

Website of the grant writing consultant you will engage:*  

Nature of the work that the consultant will assist with:*  

Grant Amount Requested (The costs of a consultant for up to $500 per applicant):*  

Date Final Report is due (30 days after the writing assistance is provided):*  

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.*  

REPORTING  

Staff at the Office of Arts and Culture will send you a short questionnaire via email following the end of your engagement with a grant writer. Contact Lauren Click at clickl@boulderlibrary.org, clickl@bouldercounty.gov or 720-564-2335 if you do not receive the report questionnaire.
Professional Development Scholarships

Full application

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.

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 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. Resume
4. Look for an automated email message confirming receipt of your application.
5. Professional Development Scholarships are awarded by the Office of Arts and Culture staff on a set of criteria, and on a first-come, first-served basis.
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.

Total funds: $8,000 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 which take place in Colorado, or up to $1,000 for programs that take place out-of-state, or $500 for on-line opportunities. The costs of registration, travel, and expenses up to $500 for programs which take place in Colorado, out-of-state, or on-line 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:

Professional Development Grants, Round One
- Wednesday, January 1, 2023 – Applications open
- Tuesday, February 28 at 11:59 p.m. – Deadline for applications
- February 28 to March 10 – Staff review of applications (11 days)
- Friday, March 10 – Notification of decisions
Professional Development Grants, Round One
- **Friday, January 1, 2023** - Applications open
- **Monday, February 7 at 11:59 p.m.** - Deadline for applications
- **February 7 to February 21** - Staff review of applications (15 days)
- **February 21** - Notification of decisions

Professional Development Grants, Round Two
- **Tuesday, February 28** - Applications open
- **Monday, May 16 at 11:59 p.m.** - Deadline for applications
- **May 16 to May 30** - Staff review of applications (15 days)
- **Tuesday, May 30** - Notification of decision

ELIGIBILITY REQUIREMENTS
1. General eligibility. Meets all general eligibility requirements.
2. Open to all. Anyone may apply once all 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 this training video for instructions on registering and applying online.

REPORTING
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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.

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 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.

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 grants@bouldercolorado.gov.

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 Certification and Determination of Independent Contractor / Employee Status for Payment document and copy of their Driver’s License. Colorado Lawrence, proof of legal address, prior to payment. Applicants will receive the appropriate forms from payments@bouldercolorado.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 videos of the project that the Office and Arts and Culture may use on its website, social media, printed materials or for any other publicly 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 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 the same 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 "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@bouldercounty.org. culturegrants@bouldercounty.org. 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. 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

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. *
Applicant Information

Tax status *

Individual applicants

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 is stated, 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 (# 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, or $500 for online opportunities. The costs of registration, travel, and expenses up to $500 for programs which take place in Colorado, out-of-state, or online opportunities)

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? (1,500 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 *
Venue and Online Event Affordability Fund (formerly Rental Assistance Fund)

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 Venue and Online Event Affordability Fund grants to individuals, artists and organizations.

DEADLINE TO SUBMIT APPLICATIONS: Applications are accepted by the first of each month, year-round.

FUNDING DETAILS: Up to 50% of all rental costs to a maximum of $1,000. One grant per applicant per year. $10,000 is available for funding on January 1, 2022, until funds are exhausted. Funds may also be used for purchasing COVID-19 testing and/or equipment for hosting online programming, such as software, cameras, or tech support.

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.
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 or contract
   c. Budget Summary for the project
4. Look for an automated email message confirming receipt of your application.
5. Venue and Online Event Affordability Funds are decided upon on the first of each month and are awarded on a first come, first served basis.
6. Staff reviews applications and awards are announced at the next meeting of the Boulder Arts Commission following the deadline.
7. If you are awarded a grant, staff from the Office of Arts and Culture will contact you to complete any necessary paperwork.

ELIGIBILITY REQUIREMENTS

- General eligibility. Meets all general eligibility requirements.
- Open to all. Anyone may apply once the general eligibility requirements are met.
- Timeframe. Rental event dates must take place after the grant funding decision and within the calendar year during which they are applied for.
- Venues must be in Boulder, as described in the Boulder Valley Comprehensive Plan, and may include non-traditional locations. You must include a confirmation from your hosting venue that the project is approved and scheduled. See sample.

REVIEW PROCESS
Deliberation. Proposals for Venue and Online Event Affordability 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.

Evaluation of applications. Proposals for Venue and Online Event Affordability 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.

GRANT AWARDS

- Notifications and dispersal of funds. Staff notifies all applicants if their proposals have been accepted or declined. If accepted, grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the recipients.

- 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 any collaborators or other participants. This includes, but is not limited to, such things as compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting issues.

- Implementation. Grantees shall implement programs/projects as outlined in the grant application. Any changes to the project, venue, grantee address, schedule, or staff/team members must be reported to culturegrants@bouldercolordo.gov.

- Award amount. The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an applicant. There are no restrictions as to the minimum amount that may be requested.

- 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 City of Boulder arts grant. Details are available on the PERA website. See "Disclosure of Compensation."

- IRS taxation. Grant awards are non-transferable. Grant awards are taxable and are reported to the federal government. Upon award, a current IRS form W-9 must be submitted for the City of Boulder Finance Department records for each grant recipient, whether the recipient is an individual or an organization/business. The W-9 must be in the same name as the grant recipient named on the grant application. Failure to supply the corresponding W-9 number will invalidate the grant award.

- Agreement. When a funding award is made by the Boulder Arts Commission, the recipient will be contacted by staff to sign a grant project agreement with the City of Boulder. In the agreement, the recipient will indicate the completion date of the project and the date a grant report will be submitted to the Boulder Arts Commission. Reports are required one month after the project is completed, unless the agreement states otherwise. The report must be completed through the online system found at boulderarts.org.

- 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 a Determination of independent Contractor / Employee Status for Payment document and copy of their Driver’s License.
Applicants will receive the appropriate forms from payreqsts@bouldercolorado.gov. Failure to supply a proper W-9 may invalidate the grant award.

Vendor forms: All grantees must submit a City of Boulder vendor form and current W-9 form as that may be needed to the City in the event an individual not on vendor list submits an invoice.

Status affidavit and Determination of Independent Contractor/Employee Status for Payment document. The Office of Contracts requires payment of 15% of the time of payment. The W-9 must be in the same name as the grant recipient named on the grant application. The Grants Coordinator will send the appropriate forms to grant recipients.

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 are delivered within the next 3 weeks. 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 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 will also be asked to sign a release form and to submit photographs and/or videos of the project that the Office and Arts and Culture will be able to use on their website, social media, printed materials or any other publicity.

Release form. The grantee will be asked to sign a release form and to submit photographs and/or videos of the project that the Office of Arts will be able to use on their website, social media, printed materials or any other publicity.

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 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 bouldersarts.org website. Log in with the same username and password utilized to submit the application for funds. After logging in, go to the “Dashboard” and then you will see the “Dashboard” section for the grant. On the far right is the “Edit” button. This will take you to complete the final report.
- Extension requests for reporting. If circumstances delay the grant recipient’s ability to complete the project and/or the report, the recipient must notify the Commission before the original report deadline. The recipient must submit an email addressed to the Boulder Arts Commission at culturegrants@bouldercolorado.gov that includes each of the following items:
  - an update on the project status,
  - a request to change the project completion date, and
  - a new report due date.
- Responsibility. The grant recipient is responsible for submitting a report by the due date. The 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, any individuals or organizations/businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grant funds until the 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:
- 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 event costs up to $1,000)
- Rental venue (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, (1,250 character limit)
- Give a brief description of the venue, its 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 $1,000. Funds may also be used for purchasing COVID-19 testing and/or equipment for hosting online programming, such as software, cameras, or tech support. (1,250 character limit)
Partners/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. (1,250 character limit) *

Attachments

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

- Venue 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 Boulder Arts Commission credit line and/or logo in project advertising, signage and programs. *
- First name *
- Last name *
- Title *
- Date *
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 arts community. Panel members use their “extra points” to balance the scoring, emphasizing applications which tend to score lower in standard categories or historically are underrepresented in grantmaking. Examples include:

- First-time applicants and those who have never been awarded a grant.
- Youth applicants who are applying with the help of a mentor of legal age.
- Applicants who have the potential to support community and participatory culture and non-professional artmaking.
- Applicants for whom English is not their first language.
- Non-Western European art forms or other forms of culture that have typically been disadvantaged by the systems and traditions of grantmaking.
- Elements of the application that the panel member determines will significantly advance stated priorities of the Arts Commission, important issues in the community outside of the arts, or other impacts that are not expressed in the other scoring criteria.

This includes providing support to applicants who have not yet received a grant in this cycle. Confirm if your organization has been funded in the current cycle in an amount over $1,000.

1. Received a grant this year. Applies often and receives grants from the Boulder Arts Commission often. Does not need any “extra points” to be competitive in either grant scoring categories or the program overall.
2. Received a grant this year. Occasionally receives funding from the Boulder Arts Commission. A few elements of the application indicate the need for a rebalancing of scoring in order for the applicant to be competitive in one or two scoring categories.
3. Has applied for funding but not received funding in this grant cycle from the Boulder Arts Commission. Several of the elements of the application call for a rebalancing of scoring in order for the application to be competitive in all scoring categories.
4. First-time applicant. Has not received a grant from the Boulder Arts Commission. The application as a whole indicates the need for “extra points” in order to be competitive in all scoring categories. Or, a first-time applicant. Or, requires a rebalancing of scoring to offset a significant historical or structural inequity.
Arts Education Project Grant
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@bouldercolorado.gov](mailto: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.

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Applicant information

- Project title (50 character limit) *

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ATTACHMENTS

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

- Attach a one-page summary responding to these questions about your project. If you would like to review your responses on the application, click on the Application tab under your contact information at the top of the Follow Up page.*
  - 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.
  - Updated project calendar. If your calendar differed from what you proposed in your application, please tell us how.
  - 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.
  ◦ 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?
  ◦ 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.
  ◦ Takeaways. Please tell us what you learned—the big ideas or breakthroughs for you,
your organization, the arts in Boulder, and/or the community.
  > 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.
  > 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 9 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

  > 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
Community Project Grant
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.

[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) *
Attachments

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

- Attach a one-page summary responding to the above questions about your project (Project Outcome, Community Priorities, Outcomes and Evaluation, Cultural Equity, Takeaways). If you would like to review your responses on the application, click on the Application tab under your contact information at the top of the Follow Up page.
  - 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.
  - Community Priorities. How successful were you in addressing the Community Priorities contained in the Cultural Plan? How have you measured success?
  - 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.
  - Cultural equity and opportunity. Describe how your project provided an opportunity for cultural equity and/or opportunity.
  - Takeaways. Please tell us what you learned—the big ideas or breakthroughs for you, your organization, the arts in Boulder, and/or the community.

- 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," and "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. This is required only if you did not explain your outcomes in one-page summary.

- 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.*

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

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, 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, 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. 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.

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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 Support Grant - DRAFT

Report

Instructions and deadlines

1. Method: Submit the report through the online system access through the https://grants.colorado.gov website. Log in with the same username 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. This will take you to complete the final report. Please complete the entire grant report form and the Cultural Organization Index Survey. Reporting for must be completed no later than February 1, 2024, at 11:59 p.m. The report is in three parts in 2023:

   • The online report form
   • The Cultural Organization Index Survey, which is to be completed and emailed directly to culturegrants@boulder.colorado.gov. This survey is intended to establish an index of operational sustainability/resiliency among Boulder’s Cultural organizations. Though the Boulder Arts Commission will be briefed on this survey, the information will not be used in the evaluation of grants. It is understood that not all organizations will be able to complete all fields; please provide as many accurate and verifiable points of data as is possible. Use the data for your organization’s fiscal year. Pop-up definitions have been provided in most fields. If you have any questions, please contact Lauren Click at click lauren@bouldercoloradov.gov or 720-564-2355.
   • Grantees must help with gathering data for the Arts and Prosperity 6 research that will be conducted by the City of Boulder Office of Arts and Culture in 2023. If you have any questions, please contact Lauren Click at click lauren@bouldercoloradov.gov or 720-564-2355.

2. 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 due date by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulder.gov with the following information:
   a. an update on the report status,
   b. a request to change the completion date, and
   c. new report due date.

3. 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.

4. 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.

ATTACHMENTS
Grant evaluation report, budget report and attachments

Please title the attachments according to the headings listed below. Required attachments are starred (*).
Attach a one-page summary responding to these questions about your project. If you would like to review your responses on the application, click on the Application tab under your contact information at the top of the Follow Up page.

- Final capacity building narrative. Please provide an update on the progress that your organization has made on "Capacity building" since your application.
- Final Community Priorities narrative. Please provide an update on the progress that your organization has made on "Community Priorities" since application.
- 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?

Grant evaluation report. Please provide a concise updated report in the attachments section that covers (a) a restatement of the "outcomes and evaluation" question from the application, (b) the data that you have recorded this year including tables, charts, graphs, etc., and (c) your interpretation of the findings. This may be more flexible and allow you to respond directly to what was in the application.

- Financial statements (prior fiscal year P&L and prior year Balance Sheet).

- Financial Overview document.

- If the Financial Overview document does not match the financial provider, please explain.

- Collateral materials. Submit supplementary materials displaying credit of Boulder Arts Commission grant funding (such as advertising, schedules, news/media clippings, programs, etc.).

- Media files. Submit up to 10 photographs (pages) documenting your grant program. Please include a Word document listing name of the event, date and photo credits. Audio and video files are not requested as direct submissions. To provide access to video or audio files, please upload them onto YouTube or similarly accessible social media sites and submit a document (word or pdf) with a list of website links.

Agreements:

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

- I certify that I have emailed the completed Cultural Organization Index Survey to cultgrants@bouldercololorado.gov.

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 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

Report

REPORT COPY

Instructions and deadlines

Please complete the whole grant report form no later than one month after you finish the project. The report due date was submitted in your application.

If a report is not approved, staff will notify you with questions regarding your report.

If you can’t complete a grant project on time, you must email a letter to the Boulder Arts Commission at culturearts@boulder.col.us or grants@boulder.col.us to ask for an extension before the report due date. Send this email before the report due date with these details:
- explanation for the delay;
- timing for project completion (provide a specific date);
- timing for project’s grant report submission (provide a specific date one month after finishing your project).

If the report extension request email is not approved, staff will notify you about how you could revise or add more information.

Failure to follow these procedures will jeopardize your eligibility to apply for future Boulder Arts Commission grant awards. If you have questions, contact information for staff is on the culturearts.org website, or you may email culturearts@boulder.col.us, or call 720-564-2333.

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 revenue 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 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.

- 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.

Agreement

- I grant the City of Boulder Office of Arts and Culture, its representatives and employees the right to use those photographs/videos/sounds 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

REPORT COPY

Instructions and deadlines

Please complete the whole grant report form no later than one month after you finish the project. The report due date was submitted in your application.

If a report is not approved, staff will notify you with questions regarding your report.

If you can't complete a grant project on time, you must email a letter to the Boulder Arts Commission at culturegrants@boulderlibrary.org or culturegrants@boulderlibrary.gov to ask for an extension before the report due date. Send this email before the report due date with these details:
- explanation for the delay;
- timing for project completion (provide a specific date);
- timing for project's grant report submission (provide a specific date one month after finishing your project)

Staff will review your extension request email and provide a response. If a report extension is not approved, staff will notify you about how you could revise or add more information.

Failure to follow these procedures will jeopardize your eligibility to apply for future Boulder Arts Commission grant awards. If you have questions, contact information for staff is on the boulderarts.org website, or you may email culturegrants@boulderlibrary.org or call 720-564-2355.

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 report is true and correct to the best of my knowledge.
First name
Last name
Title
Date
Rental Assistance Fund

Report

REPORT COPY

Instructions and deadlines

Please complete the whole grant report form no later than one month after you finish the project. The report due date was submitted in your application.

If a report is not approved, staff will notify you with questions regarding your report.

If you can’t complete a grant project on time, you must email a letter to the Boulder Arts Commission at culturegrants@boulderlibrary.org or culturegrants@boulderlibrary.org to ask for an extension before the report due date. Send this email before the report due date with these details:

- explanation for the delay;
- timing for project completion (provide a specific date);
- timing for project’s grant report submission (provide a specific date one month after finishing your project)

Staff will review your extension request email and provide a response. If a report extension is not approved, staff will notify you about how you could revise or add more information.

Failure to follow these procedures will jeopardize your eligibility to apply for future Boulder Arts Commission grant awards. If you have questions, contact information for staff is on the boulderarts.org website, or you may email culturegrants@boulderlibrary.org or email culturegrants@boulderlibrary.org, or call 720-564-2355.

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 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

> 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
CITY OF BOULDER ARTS
GRANT LETTER OF AGREEMENT

This Agreement is done this ______ day of ________, 20__, between ________ (the “Grantee”), and the City of Boulder, a Colorado home-rule city (the “City”).

BACKGROUND

A. The City created an arts grant program to stimulate and promote the visual, literary and performing arts in the city for the benefit of the people of the city by providing encouragement and finance support for local arts programs and artists.

B. To bolster the resiliency and sustainability of cultural organizations, create a supportive environment for artists and creative professionals, prioritize civic dialogue on culture, develop Boulder’s creative identity in becoming an innovative world leader, focus the expression of culture and creativity in the public realm through public art and amplify the vibrancy of Boulder’s cultural destinations, the City of Boulder’s Art’s Commission invited applicants to submit a grant application for grants that will address the above Community Priorities described in the Community Cultural Plan (“Community Project Grant”).

C. Grantee has applied for such a Community Project Grant and based on the review of the Grantee’s application, the City has determined to provide a grant award to the Grantee subject to the terms of this Agreement.

COVENANTS

NOW THEREFORE, in consideration of the recitals, and for other good and valuable considerations, the parties agree as follows:

1. Grant Award. Based on the review and evaluation of the application for arts grants as required by chapter 14-1, Boulder Revised Code 1981, the City has approved a Community Project Grant award to the Grantee in the amount not to exceed $5,000.00 (“Grant Award”) for the project ______ Bubbling Up_____.

2. Compliance with Grant Application. The Grantee agrees to comply with all the City requirements as set forth in Grantee’s grant application, attached hereto as Attachment 1 and incorporated herein by this reference, and this Agreement. The Grant Award referenced herein shall be used exclusively for the purpose(s) set forth in the grant application and for no other purpose without the expressed written consent of the City.

3. Reporting Obligations. Grantee agrees to deliver a completed grant budget report one month after the project’s completion through the online system at www.boulderarts.org. Failure to submit the report by the due date may result in loss of any remaining grant funds and loss of the Grantee’s eligibility to apply for future City of Boulder arts grants.
4. **Independent Contractor.** The parties to this Agreement intend that the relationship of the Grantee to the City is solely that of an independent contractor. No agent, employee or volunteer of the Grantee shall be deemed to be an agent, employee or volunteer of the City.

5. **Credit and Promotion.** All publicity for City funded programs must include the following credit line: “This organization 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.

Additionally, the Grantee agrees to submit photographs and/or videos of work funded under this Agreement and agrees that the City may use such photographs or videos for education, public relations, arts promotional and other non-commercial purposes.

6. **Annual Appropriation.** The City’s financial obligations under this Agreement in future fiscal years are subject to annual appropriation in accordance with Colorado law.

7. **Indemnification.** Grantee shall indemnify and hold harmless the City, its elected officers, employees and agents with respect to any claims, actions, liability, or judgments arising from any acts or omissions of the Grantee or of any of the Grantee’s officers, employees, agents or volunteers. As part of this obligation, Grantee shall pay all court costs and reasonable attorney’s fees incurred by the City in connection with these claims, etc., including an amount to pay for the time, if any, of the City Attorney’s office spent on such claims at generally prevailing rates.

8. **No City Liability.** The Grantee acknowledges that neither the City nor any of the City’s authorized representatives accept any responsibility or liability in respect of any claim or cause of action arising out of, or in relation to the Grant Award. Notwithstanding any other provisions of this Agreement to the contrary, no term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions of the Colorado Governmental Immunity Act, Section 24-10-101 et seq., C.R.S., as now or hereafter amended.

9. **Termination.** The City reserves the right to terminate this Grant Award in whole or in part due to the recipient’s failure to fulfill the terms and conditions stated herein.

10. **No Assignment.** Neither party shall assign, sublet, or transfer any interest in this Agreement without the written consent of the other.

11. **Governing Law.** This Agreement is governed by the laws of the State of Colorado. Any suit between the parties arising under this Agreement shall be brought only in a court of competent jurisdiction for the Twentieth Judicial District of the State of Colorado.

[Signature Page Follows]
GRANTEE:

__________________________________________

Print Name: ______________________________________

By: __________________________________________
Matthew Chasansky
Office of Arts + Culture Manager

CITY OF BOULDER, a Colorado home rule city
Hi, Lauren,

I appreciate your being in touch and apologize for being so late in replying; I needed to connect with some key leaders in the College to get their take on all this.

We’ve actually had good success with those who held the Arts&Culture Scholarships. And others who have completed the Certificate have gone on to work in cultural orgs in Boulder.

For example, a recent graduate just was hired to work on staff at The Dairy.

It’s been mystifying to me as to why interest among non-degree-seeking students generally has been below our expectations. Honestly, I believe we offer an excellent program at a fraction of the cost of others around the nation.

More specifically to your question, I believe that interest in the scholarship has been low because it’s a relatively small pool of those who would qualify and feel the need for it. And, of course, absent a “full” scholarship that would cover the entire cost, even at the generous discount your scholarship represents, it appears that it is still financially challenging for city staffers to entertain the notion of taking the course of study.

All that said, we still get the occasional expression of interest from those working in arts organizations I the city, so I would hope the Council would consider renewing the program.

Best regards,
Dan

Daniel Sher
Professor and Dean Emeritus
College of Music
CU Boulder
Cell: 303 817 3102
Home: 303 449 9092
Hello everyone,

Please see my answers below:

**What happened?**

Two instances: while flyering in Fort Collins Old Town a couple weeks before the June 12-13, 2022 shows, I saw a friend painting a piano and a stranger next to them talking (there are lots of painted pianos in Fort Collins & artists are hired to paint in public to encourage community engagement). When I approached to say hello to my friend, the stranger asked what I was flyering about, and when I told them “It is for a performance art show with music and poetry about being transgender” they began to respond by saying “Well there are only two - male and female” along with a mumble of other things I didn't catch. My friend and I turned away and started a different conversation (though stayed in the same spot since my friend couldn't leave the piano they were painting), and after being ignored, the stranger eventually left.

A few days after my first flyering in Fort Collins, I got tagged in an Instagram post by Dandelions & Rust, a local thrift store, that described store clerks taping back together my poster after a customer had torn it down and threw the crumpled pieces away. (screenshots attached of the Instagram post from @dandelionsrust on May 27th, describing the incident).

**What were the effects on your program, your team, and for your audience?**

After these instances, I felt more fearful flyering, especially in Fort Collins, and felt scared of the wrong people learning about the performance and coming to my show to be confrontational. Some of my team felt fearful about the Fort Collins show too, and asked if we had any security protocols in place.

It's hard for me to discern which effects are from these instances alone and which effects are from some ongoing transphobia/homophobia that has been ramping up and been experienced especially by the community leaders in Northern Colorado. After the above incidents, I did worry about extreme scenarios, like an active shooter coming to my show. Because of my work in suicide prevention with LGBTQ+ youth, the past year, I've had to regularly engage in school board meetings where a persistant contingent of hateful parents accuse any LGBTQ+ curriculum as predatory and insinuate youth-serving LGBTQ+ adults are pedophiles. So in some ways, their hatred & my fear is already integrated into my daily life, and seeing it crop up around my artistic pursuits outside of my "day job" made it easy to start fearing the worst. Beyond the fear experienced by me & my team and potential minimized advertising in certain areas, the program itself wasn't affected, and I can't speak to how these incidents affected my audience.

**What might the Arts Commission do to be supportive of your situation? And, to help people in the future who might encounter a challenge like this?**

These incidents feel pervasive and connected to wider trends of backlash about LGBTQ+ visibility. I wish I had an answer, but I think the Boulder Arts Commission can support by continuing to fund and support LGBTQ+ artists in telling their stories, so that hopefully, eventually those who perpetuate interpersonal discrimination might start seeing our humanity.

Let me know if you have any further questions.

Warm regards,

Silen Wellington
DANDELIONS RUST

Posts

It saddens us greatly to know that there are people in this world that did not receive the love that they needed to keep hate out of their hearts.

One such person came into our shop today and took the time to take this poster off of the wall, rip it to shreds, crumple it up and throw it into our bathroom trash can.

We decided to take the time to remove it from the trash can, lovingly tape it back together and put it back up.

Hate has no place here.

Love will win every time.

"Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that."

~MLK Jr

Love your babies.
#translivesmatter
#transvoicesmatter
#lgbtqally
#lovewins
#hatehasnoplacehere
#theythemheirs
#placethemonthealtar
@silencreature
@tessaarmano
@barbiyonce
@thenlavasontheensemble

DANDELIONS RUST

Posts

Place Them on the Altar

Performed by Sitee Wellington, Tessa Romano, Barbie Noyes, The Playground Ensemble

An evening of music, poetry and ritual exploring mortality, identity, and love. Tickets: $20

One such person came into our shop today and took the time to take this poster off of the wall, rip it to shreds, crumple it up and throw it into our bathroom.
# Attachment Four

## Current Public Art Program 5 Year Budget as of September 14, 2022

<table>
<thead>
<tr>
<th>FUNDING SOURCE</th>
<th>PROJECT/ARTIST</th>
<th>TOTAL APPROPRIATED</th>
<th>AMOUNT PAID TO DATE</th>
<th>BALANCE REMAINING</th>
<th>2022 PROJECTED SPENDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gen. Fund</td>
<td>Rotary Donation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Gen. Fund</td>
<td>Los Seis de Boulder Donation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>ARPA</td>
<td>Experiments in Public Art</td>
<td>$120,000</td>
<td>$0</td>
<td>$120,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>CV EcoPass</td>
<td>Art and Parking Garages</td>
<td>$200,000</td>
<td>$0</td>
<td>$200,000</td>
<td>$200,000</td>
</tr>
<tr>
<td>Gen. Fund</td>
<td>Creative Neighborhoods Program</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>On Hold</td>
</tr>
<tr>
<td>CCS v1</td>
<td>North Broadway / Dowell (2018)</td>
<td>$165,000</td>
<td>$41,250</td>
<td>$123,750</td>
<td>$50,000</td>
</tr>
<tr>
<td>CCS v1</td>
<td>Univ. Hill / CU ENVD (2019)</td>
<td>$95,000</td>
<td>$24,461.15</td>
<td>$70,538.85</td>
<td>On Hold</td>
</tr>
<tr>
<td>CCS v2</td>
<td>NoBo Library / Daily tlj (2019)</td>
<td>$260,000</td>
<td>$122,500</td>
<td>$137,500</td>
<td>$75,000</td>
</tr>
<tr>
<td>CCS v2</td>
<td>Fire Station 3 (2021)</td>
<td>$80,000</td>
<td>$23,750</td>
<td>$56,250</td>
<td>$50,000</td>
</tr>
<tr>
<td>CCS v2</td>
<td>Contingency</td>
<td>~$20,000</td>
<td>~$0</td>
<td>~$20,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>CCS v2</td>
<td>Rain Gardens</td>
<td>$5,000</td>
<td>$0</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Utilities</td>
<td>Rain Gardens</td>
<td>$15,000</td>
<td>$0</td>
<td>$15,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>CCRS v3</td>
<td>Unassigned</td>
<td>$tbd</td>
<td>$tbd</td>
<td>$tbd</td>
<td>$tbd</td>
</tr>
<tr>
<td>% for Art</td>
<td>19th and Upland (2021)</td>
<td>$51,700</td>
<td>$2,585</td>
<td>$49,115</td>
<td>$15,000</td>
</tr>
<tr>
<td>% for Art</td>
<td>30th &amp; Colo / Fivian &amp; Beegles (2018)</td>
<td>$39,764.02</td>
<td>$39,764.02</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>% for Art</td>
<td>Alpine Balsam Decon</td>
<td>$65,000</td>
<td>$tbd</td>
<td>$65,000</td>
<td>$0</td>
</tr>
<tr>
<td>% for Art</td>
<td>Alpine Balsam (2023)</td>
<td>$tbd</td>
<td>$tbd</td>
<td>$tbd</td>
<td>$0</td>
</tr>
<tr>
<td>% for Art</td>
<td>Transportation (2023)</td>
<td>$132,000</td>
<td>$0</td>
<td>$132,000</td>
<td>$0</td>
</tr>
<tr>
<td>% for Art</td>
<td>Valmont City Park (2023)</td>
<td>$144,000</td>
<td>$0</td>
<td>$144,000</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$1,392,464.02</td>
<td>$254,310.17</td>
<td>$1,138,153.85</td>
<td>$440,000.00</td>
</tr>
</tbody>
</table>

CCS: Community Culture and Safety Tax; CCRS: Community Culture Resiliency and Safety Tax

*Multiple funding sources.
Additional maintenance projects are not represented.
Attachment Five
Current Cultural Grants Program Budget as of September 13, 2022

<table>
<thead>
<tr>
<th>GRANT CATEGORY</th>
<th>ASSIGNED BUDGET</th>
<th>ACTUAL BUDGET</th>
<th>GRANTS AWARDED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOS: Extra Large Orgs</td>
<td>$400,000</td>
<td>$400,000</td>
<td>$400,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>GOS: Large Orgs</td>
<td>$180,000</td>
<td>$180,000</td>
<td>$180,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>GOS: Mid Orgs</td>
<td>$80,000</td>
<td>$80,000</td>
<td>$80,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>GOS: Small Orgs</td>
<td>$96,000</td>
<td>$96,000</td>
<td>$96,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>Community Projects: Indv.</td>
<td>$25,000</td>
<td>$25,000</td>
<td>$24,200</td>
<td>$800</td>
</tr>
<tr>
<td>Community Projects: Orgs.</td>
<td>$60,000</td>
<td>$64,000*</td>
<td>$58,175</td>
<td>$5,825*</td>
</tr>
<tr>
<td>Arts Education</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$21,000</td>
<td>$9,000</td>
</tr>
<tr>
<td>Venue and Event Affordability Fund</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$9,181.50</td>
<td>$818.50</td>
</tr>
<tr>
<td>Equity Fund</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$0.00</td>
<td>$10,000</td>
</tr>
<tr>
<td>Prof. Dev. Scholarships</td>
<td>$8,000</td>
<td>$8,000</td>
<td>$6,267</td>
<td>$1,733</td>
</tr>
<tr>
<td>Certificate Scholarships</td>
<td>$6,000</td>
<td>$6,000</td>
<td>$6,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>Cultural Field Trips</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$3,700</td>
<td>$6,300</td>
</tr>
<tr>
<td>Assistance for Grant Writing</td>
<td>$8,000</td>
<td>$8,000</td>
<td>$3,500</td>
<td>$4,500</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$925,000</strong></td>
<td><strong>$929,000</strong>*</td>
<td><strong>$888,023.50</strong></td>
<td><strong>$40,976.50</strong>*</td>
</tr>
</tbody>
</table>

There are 11 free rentals still available for the Macky Auditorium.
*This includes $4,000 that were returned from a declined 2021 grant.

**AMERICAN RESCUE PLAN ACT FUNDS**

<table>
<thead>
<tr>
<th>GRANT CATEGORY</th>
<th>ASSIGNED BUDGET</th>
<th>ACTUAL BUDGET</th>
<th>GRANTS AWARDED</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts Administration Rehiring Grants</td>
<td>$879,000</td>
<td>$879,000</td>
<td>$879,000*</td>
<td>$0*</td>
</tr>
<tr>
<td>Artist Hiring Incentive Grants</td>
<td>$36,000</td>
<td>$36,000</td>
<td>$18,000</td>
<td>$18,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$915,000</strong></td>
<td><strong>$915,000</strong></td>
<td><strong>$897,000</strong></td>
<td><strong>$18,000</strong></td>
</tr>
</tbody>
</table>

*The total funds committed is $879,000 which will be paid over three years. The zero-dollar balance does not show an amount of funds being held for future disbursements.*