

ATTACHMENT 1 - "Lived Experience"

2022 Community Project Grant - Organization Applicants

Feet Forward

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Application Form

Grant information and confirmation

Si prefiere leer esta información en español, por favor haga clic aquí. Se puede responder a la solicitud en español. Un miembro del personal de la Oficina de Artes y Cultura traducirá sus respuestas para que sean revisadas por el panel. For this application in other languages please contact the Office of Arts + Culture Grants Administrator Lauren Click at clickl@boulderlibrary.org.

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

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

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

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

In 2022, it is also important to the Boulder Arts Commission that the Cultural Grants Program is responsive to current pressures of the COVID-19 pandemic. There are no questions directly related to the pandemic on the application. However, the Commission asks the community to apply with projects, emphasizing collaborations, that directly address those most impacted by the pandemic. The goal is an equitable distribution of resources throughout the community in a way that supports economic and social recovery.

Awards: Organizations \$60,000 @ maximum \$10,000 each

Details: The award amount of \$10,000 for organizations. Smaller requests will be accepted.

Cycle: Annually.

DEADLINE TO SUBMIT APPLICATIONS – ORGANIZATIONS: Monday, January 24 at 11:59 p.m.

TIMELINE

- Monday, January 24 at 11:59 p.m. – Deadline for applications
- January 24 to 28 – Review by staff for eligibility and revision by applicants if necessary
- January 28 to February 11 – Preliminary review and score by panel (22 days)
- February 11 to 16 – Score processing by staff
- February 16 – Preliminary scores and comments sent to applicants via email
- February 16 to February 23 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at clickl@boulderlibrary.org by Wednesday, February 23, 2022, at 11:59pm.
- February 23 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
- March 11 – Final scores sent to applicants via email
- March 16 – Arts Commission meeting. Discussion and final decisions on grants

ELIGIBILITY REQUIREMENTS

- General eligibility. Meets all <http://boulderarts.org/wp-content/uploads/2016/09/General-Eligibility-Requirements-only.pdf><http://boulderarts.org/wp-content/uploads/2016/09/General-Eligibility-Requirements-only.pdf> general eligibility requirements.
- Open to all. Anyone may apply once the general eligibility requirements are met, including individuals, artists, non-profit organizations, organizations with pending non-profit status, fiscally sponsored organizations and for-profit organizations with a community focus. Organizations not headquartered in Boulder may be considered (refer to Panel Evaluation question entitled *Boulder Focus*).
- Service area and programming. Projects must have a significant component of public programming that takes place within the city limits of Boulder. This programming must meet the criteria described in the https://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT14ARhttps://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT14ARChapter 14-1-2 of the City of Boulder Revised Code. For the determination of programming location, the term “Boulder” is defined in the Boulder Valley Comprehensive Plan. For additional information on the planning area and Comprehensive Plan visit this link. As a short hand, office staff use addresses with the zip code starting with 803— to determine if it is in the acceptable area.
- Projects must take place after the grant funding decision and be completed by June 30, 2023.

MORE INFORMATION

General Eligibility Requirements
 2022 Grant Application Schedule
 2022 Scoring System
 General Grant Guidelines & Process
 Grant FAQs

REVIEW PROCESS

- **Deliberation.** Applications are reviewed by the Boulder Arts Commission grants panel. Final funding decisions are made at public Boulder Arts Commission meetings. See schedule.
- **Evaluation criteria.**
 - Community priorities (Maximum 8 points)
 - Cultural offerings (Maximum 8 points)
 - Cultural equity (Maximum 8 points)
 - Proposed outcomes and evaluation strategy (Maximum 8 points)
 - Boulder focus (Maximum 4 points)
 - Encouragement points (Maximum 4 points)
- The complete scoring system and rubric for the Community Project Grants can be found [here](#).

GRANT AWARDS

- **Notifications and dispersal of funds.** Staff notifies all applicants if their Application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.
- **Communications.** All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person's responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.
- **Implementation.** Grantees shall implement programs / projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff / team members must be reported to culturegrants@boulderlibrary.org.
- **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.
- **PERA impacts.** Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded an arts grant. Details are available on the PERA website. See "Disclosure of Compensation."
- **Vendor forms.** Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit an Immigration Status Affidavit and Determination of Independent Contractor / Employee Status for Payment document. Colorado law requires proof of legal residency prior to payment. Applicants will receive the appropriate forms from payments@colorado.gov. Failure to supply a proper W-9 may invalidate the grant award.
- **IRS taxation.** Grant awards are non-transferable, taxable and are reported to the federal government.
- **Agreement.** When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.
- **Issuance of funding checks.** Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the invoice. Funds/checks are delivered within the next three weeks. Grants are initially funded at 80 percent of the grant amount awarded. The remaining 20 percent of the

grant awarded is paid out upon receipt and Boulder Arts Commission approval of the grant report. Failure to submit a final grant report will result in ineligibility to apply for future grants.

- **Acknowledgment of Boulder Arts Commission funding.** All publicity for Boulder Arts Commission-funded projects must include the following credit line: *This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council.* In lieu of the credit line, the Boulder Arts Commission Logo may be used. The Grantee must sign a release form and submit photographs and/or videos of the project that the Office and Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.
- **Thanking City Council.** It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING

- **Timeframe for reporting.** The grant report is due one month after the project is completed.
- **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the 'Dashboard', then you'll see a 'Follow Up' section for the grant. On the far right is the 'Edit' button. That will take you to complete the final report.
- **Extension requests for reporting.** If circumstances delay the Grantee's ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@boulderlibrary.org with the following information:
 - 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.

Certification*

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

I certify

Applicant information

Discipline*

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

Visual arts and crafts
Festivals, exhibitions, and art in public places

Tax status*

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

Nonprofit

Date established*

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

July 2021

Mission statement*

If not applicable write N/A.

Feet Forward empowers unhoused individuals in Boulder County by removing barriers to services and meeting basic needs, such as food, clothing, and sustained peer-led advocacy and navigation. Our expertise comes from our lived experience with homelessness in Boulder. We amplify the voices of those we serve and build support networks in the community. Feet Forward uses direct street outreach and other channels to leverage, connect, and expand services and housing pathways for unhoused people.

Annual budget

If applying as an organization.

\$85,000.00

Geographic area served*

If not applicable write N/A.

Boulder, CO

For individuals: organizational affiliation

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

None

Number of full time employees*

If not applicable write 0.

0

Number of part time employees*

If not applicable write 0.

1

Number of volunteers*

If not applicable write 0.

18

Project information

Project title*

"Lived Experience"

Amount requested*

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

\$8,175.00

Project summary*

Provide a brief overview of the project.

"Lived Experience" is an adaption of the photographic project titled, "Through Our Eyes."

In this project, Feet Forward will distribute 100 single-use cameras at their weekly outreach event to interested participants. Project participants will spend one week documenting the details of their lives while living on the streets of Boulder. This project will provide local, unhoused community members with an opportunity to explore visual expression through the art of photography and tell a story about the issues faced while experiencing homelessness in Boulder County. B Goodell, Owner/Photographer of Unboxed Photography will contribute their time and services to make portraits of participants whose work is selected for exhibition and develop photographic prints for display. We anticipate that a final selection of 20 photographs and participant portraits will be exhibited at the Boulder Public Library. The exhibit will be open to the public who will vote for their favorites with donations. The top three participants with the most

donations will be selected as the project winners. Awards will be presented at a reception one the exhibit concludes.

Project calendar*

Projects must take place after the grant deadline and be completed by June 30, 2023.

May 2022--Cameras will be distributed to participants and collected one week later. Photos will be developed and small prints created for review and selection.

Jun 2022--Final photos selected for the exhibit. Portraits made of selected participants.

Jul 2022--Selected photos for exhibition and participant portraits printed.

Aug 2022--Exhibit will be mounted at the library and will run for around 1 month.

Sep 2022--Reception for participants and awards distributed for winning photos.

Project location*

Where do your projects take place?

Boulder, CO

Collaboration*

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

Local artist/photographer B Goodell / Unboxed Photography is a key project partner. Their role in concept formation, facilitation, curation, printmaking, participant portraiture, exhibit design, and installation will be critical to the project's success.

We will partner with Boulder Public Library for the exhibition space.

Other partners include Boulder Photo Center for the use of the darkroom and Mike's Camera for film development.

Art in Public Places

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

Project completion date*

This is the last day of any public event related to the project. Project must be completed by June 30, 2023.

11/15/2022

Date grant report is due*

One month after the project completion date.

12/15/2022

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 wellbeing, prosperity, and joy of everyone in the community.* The Community Priorities are six points that summarize the community’s most common responses in answer to the question, “What is your vision for Boulder’s culture and creative economy?” Reference: Cultural Plan and Community Priorities.

Community Priorities*

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

- Supports artists and creative professionals by providing professional development programming.
- Contributes to Boulder’s creative identity and creates a vibrant cultural destination through high artistic merit and excellence in the practice of a medium or discipline.
- Engages the community in civic dialogue about the arts through interactive outreach in the neighborhoods.
- Adds creativity in the public realm by engaging underserved populations in art making for their community.

In what way will this project contribute to one or several of the Community Priorities described in the Community Cultural Plan? Does the project contribute to one priority thoroughly?

This project contributes to three of the six priorities:

*"Project our creative identity"-- the unhoused population is a part of the Boulder community, and their creative vision through photography adds to the creative identity of the city as a whole.

*"Enhance the Civic Dialog about the arts"--by providing public display of the creative works of the unhoused, this projects helps to humanize this segment of the Boulder population for the entire Boulder community, providing opportunities for discourse and understanding.

*"Add Creativity in the Public Realm"--This project thoroughly contributes to this priority by including the unhoused in the artistic community of Boulder, enhancing diversity. It encourages members of the local unhoused community to explore their creative voice to express their lived realities, thus engaging underserved populations in art making for the community.

Cultural offerings*

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

As a peer-led organization, Feet Forward has unprecedented connections with the unhoused population in Boulder. This means that we will be able to engage the most people possible in becoming photographers for this project. While there have been similar projects in the past, this is the first time that the unhoused population will be given artistic license to creatively document their experiences in any way possible. Participants will be able to make their voices heard to community members in a highly visited public space while gaining skills in artistic endeavors. Additionally, the project will allow for education of and dialogue with the local community about the lived experiences of homeless individuals in Boulder.

Cultural equity*

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

References:

Boulder Arts Commission Statement on Cultural Equity

Americans for the Arts Statement on Cultural Equity

Those without permanent housing in Boulder are without a doubt one of the most disenfranchised portions of our community. Homelessness disproportionately affects LGBTQ individuals, the BIPOC community and those with disabilities. These members of our community do not usually have access to the means to make art or the ability to express their creativity in a public forum. This project will provide for a more equitable distribution of artistic resources and allow a venue for expression to these underserved individuals.

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.

We will collect evaluation forms from all participants as well as having a place for feedback at the photographic exhibit. This will allow us to track the number of participants as well as their investment in and perceived benefits of the project. Public feedback at the exhibit will help us to measure impact on community attitudes towards homelessness and unhoused individuals.

Our goals for this project are:

- *to provide a creative voice and enriching experience for Boulder's unhoused community.
- *to provide education and understanding about the unhoused for the greater Boulder community
- *to raise funds to continue outreach events

The benefits will be measured quantitatively by the number of participants and number of visitors to the exhibit. It will be measured qualitatively through the evaluation forms and feedback forms referenced above.

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?

Feet Forward is located in and serves the unhoused community in Boulder. All programming serves the Boulder community.

Encouragement Points

Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the community. This includes providing support to applicants who have not recently received a grant. Briefly describe your recent grant history with the Boulder Arts Commission.

Feet Forward has never received a grant from the Boulder Arts Commission.

Attachments

ATTACHMENTS

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

Budget summary*

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

"Lived Experience" project budget.pdf

Venue confirmation letter*

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

Venue Confirmation Letter.pdf

Partner/Collaborator List

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

Collaborator List.pdf

Letters of support

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

Other support materials

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

Submission and signature

Application on the website (optional)

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

Yes

Certification*

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

I certify

Full name*

Tracy Ferrell

Submission date*

01/22/2022

TO COMPLETE AND SUBMIT YOUR APPLICATION

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

File Attachment Summary

Applicant File Uploads

-

“Lived Experience” project budget (budgeted for 100 participants)

Expenses

Disposable cameras, 100 cameras:	\$1100
Additional film for participant portraits, 10 rolls:	\$70
Incentives for return of cameras:	\$500
Film processing costs, 110 cameras/rolls:	\$2750
Darkroom rental time: \$100 per day, 10 days:	\$1000
Photographic paper: 2 packs - 100 sheets, 8x10:	\$180
Photographic paper: 1 pack - 50 sheets, 11x14:	\$85
Frames: 6, 8-pack black, 11x14” frames with pre-cut mat board:	\$340
Installation materials (Lighting, title cards, hardware, etc.):	\$350
Promotional materials (print and online):	\$200
Prizes for three winners:	\$600
Reception, food/beverage, staff time, etc.:	<u>\$1000</u>
	\$8175

BOULDER PUBLIC LIBRARY

January 20, 2022

Dear Arts Commissioners –

The library and Canyon Gallery would be pleased to host an exhibit of the photographic and artistic works that are produced by the Through Their Eyes project proposed by Jen Livovich and Feet Forward.

Sincerely,



David Farnan
Library & Arts Director
City of Boulder

Boulder Public Library
1001 Arapahoe Avenue
Boulder, CO 80302

Carnegie Branch Library
for Local History
1125 Pine Street
Boulder, CO 80302

George Reynolds
Branch Library
3595 Table Mesa Drive
Boulder, CO 80305

Meadows Branch Library
4800 Baseline Road
Boulder, CO 80303

NoBo Corner Library
4600 Broadway
Boulder, CO 80304

Unboxed Photography

Owner, B Goodell

bgoodell@unboxed.photography

608-520-9088

Roles and Responsibilities:

- Concept formation
- Instruction
- Project facilitation
- Curation
- Participant portraits
- Photographic printmaking
- Mounting and framing
- Exhibit layout and design
- Exhibit installation