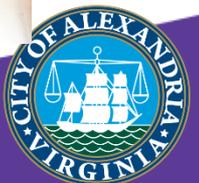


Fiscal Year 2020 Arts Grants Workshops and Webinars



Grant Workshops AND Webinars

▽ Part I:

- Brief overview of the Office of the Arts and Alexandria Commission for the Arts
- Key dates for the grant cycle
- Changes to the grant cycle
- Final Reports



▽ Part II:

- Detailed information about the Grants Offered
- One-on-one, case specific information
- Questions



City of Alexandria
**OFFICE OF
THE ARTS**

City of Alexandria's Office of the Arts promotes the value of arts and culture in Alexandria by nurturing, investing in and celebrating the creative contributions of artists and arts organizations. Through engaging the community, encouraging participation, and facilitating access to the arts, the Office of the Arts works with local artists and arts organizations to build a vibrant community for all of the City's residents, workers and visitors.



OFFICE OF THE ARTS

Programs & Services:

- Public Art Acquisition & Maintenance
- Community Cultural Programs:
 - Poet Laureate Program
 - Mobile Art Lab
 - DASHing Words In Motion
- Arts Grant Program
- Special Event Production & Permitting
- Capacity Building Workshops

Facilities:

- Durant Arts Center
- Colasanto Center
- Torpedo Factory Arts Center

Planning & Analysis:

- Arts & Economic Prosperity Study
- Americans for the Arts - Diversity Analysis
- Regional Representation
- Policies & Procedures
- Strategic Alliances



Guiding Plans:

- Public Art Implementation Plan and Policy
- Arts and Culture Master Plan

Marketing/PR:

- Outreach
- Community Programming



Alexandria Commission for the Arts

Mission:

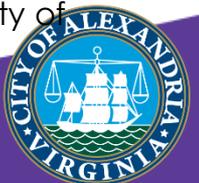
"To provide leadership in the development of a vibrant and sustainable arts community that engages audiences and to encourage support and appreciation for the arts as a cornerstone of Alexandria's identity and cultural, social and economic vitality."

(Adopted February 23, 2008)

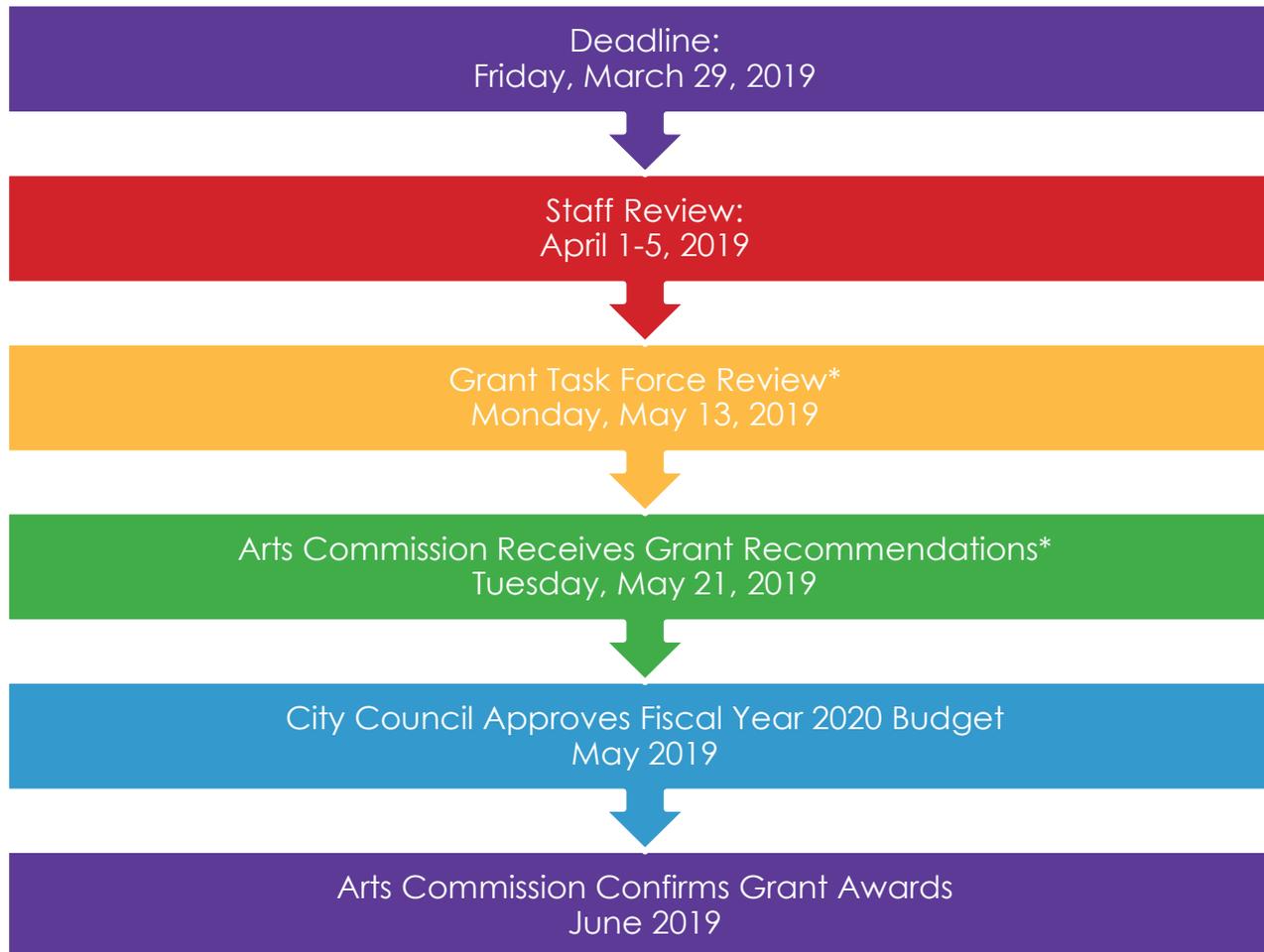
Composition of the Commission:

16 volunteer members, appointed by City Council for 3 year terms:

- 3 members shall have specific expertise in visual arts, either as professional practitioners of visual art, as curators of visual art, or as professional administrators working in the field.
- 4 members shall have expertise in other aspects of the arts, including but not limited to arts educators, professional practitioners of various art disciplines and professional administrators working in the field.
- 3 members shall be professionals in fields relevant to arts and cultural development, including cultural planning, marketing, financing and funding, tourism promotion, non-profit organizational development, and real estate development.
- 2 members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental graphic design, landscape architecture or urban design.
- 3 members shall represent the public at large, as arts consumers or participants.
- 1 member shall be a student who resides in the city and attends a high school located in the City of Alexandria.



Key Dates for Arts Grant Program Cycle



*These open meetings are held in City Council Workroom: 2nd Floor of City Hall, 301 King Street



Arts Grants Fiscal Year 2020

▽ All programs and projects must occur in this timeframe:

Begin after July 1, 2019 and end before June 30, 2020

▽ Deadline online submission (11:59 pm):

Friday, March 29, 2019

▽ FINAL REPORTS DUE (ONLINE) AND CASH MATCH MET BY JUNE 12, 2020:

Funding from the City of Alexandria from other Departments, including but not limited to: Alexandria City Public Schools and Department of Community and Human Services, cannot be used for the cash match



Arts Grants Fiscal Year 2020

▽ Alignment with the City's Arts & Culture Master Plan:

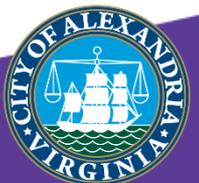
All grant applicants receiving City Funding must be aligned to the City's Arts and Culture Master Plan.

▽ Use of Scoring Rubrics:

Designed to reduce subjectivity in the review process by using rubrics for each assessment item. Weights per question are:

- Artistic Content (45%);
- Impact and Engagement (35%); and,
- Management and Budget (20%)

For a total possible score to equal 100%



Arts Grants Fiscal Year 2020

▽ Funding Guidance:

- The Grants Task Force does not provide funding recommendations, but rather scores each application utilizing the criteria rubrics. Grants Task Force scores are considered as final.
- Office of the Arts staff prepares funding recommendations based on funding guidance from the Grants Committee and the Arts Commission.
- At the Tuesday, May 21, 2019 the Arts Commission's meeting, Commission will consider the staff's recommendations. Arts Commission meetings are open to the public.
- Funds are awarded to applicants are based on the percentage of scores and funding available. Per Arts Commission policy, applications scoring below 75% will not be recommended for funding.

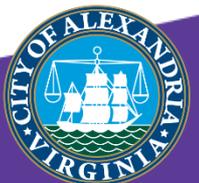


Grants Task Force

Role: Reviews and scores all eligible grant applications.

Composition: Up to 5 members comprised of Arts Commissioners, arts administrators, artists, community members, and patrons.

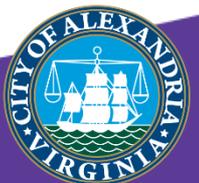
Conflict of Interest: No members of Task Force are allowed to have any conflict of interest with any grant applicant. Task Force Members are selected by staff.



Grants Task Force Meeting

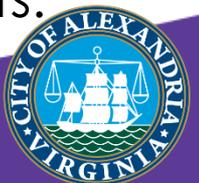
▽ Grants Task Force Meeting

- Staff-facilitated
- Public meeting – Monday, May 13, 2019; 8:30 am – 4:30 pm
City Council Workroom, 2nd Floor, City Hall
301 King Street, Alexandria, VA
- No interactions with the applicants – applications stand on their own



Goals - Arts Grants Fiscal Year 2020

- To strengthen Alexandria's creative capacity by providing its residents with diverse opportunities to meaningfully engage with the arts.
- To improve the capacity and stability of Alexandria-based arts organizations to create, perform, and present works of artistic excellence and innovation through organizational support and program funding.
- To create a vibrant urban environment by supporting diverse individual artists, organizations, and other entities in the creation, performance, and presentation of high-quality works of art across the City of Alexandria. To strengthen Alexandria's creative capacity by providing its citizens with diverse opportunities to meaningfully engage with the arts.



Arts Grants Fiscal Year 2020

Grants offered for Fiscal Year 2020

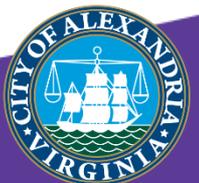
Grants for Organizations (1:1 cash match required)

Operating Grant:

- ◇ 25% of Operating Budget, up to \$10,000
(Fiscal Year 2020 last year grant will be offered)

Program Grant:

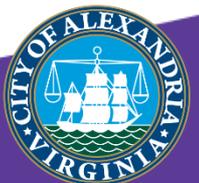
- ◇ 50% of Program Cost, up to \$10,000



Arts Grants For Organizations

Fiscal Year 2020

- ▽ **Operating Grant:** (25% of Operating Budget, up to \$10,000) provide unrestricted operating funds for Alexandria-based arts organizations' regular programming activities and administration. (Fiscal Year 2020 is last year this grant will be offered)
- ▽ **Program Grants:** (50% of Program Cost, up to \$10,000) support an ongoing or short-term arts program performed or presented to substantially engage or benefit the citizens of the City of Alexandria.



Arts Grants Fiscal Year 2020

▽ Receiving Grant Payments:

- Award Letters with Certification forms are sent to applicants July-August, 2019.
- Signed certification forms are sent back to Office of the Arts within 30 days.
- Payment requests of 85% of grant award are mailed, August, 2019.
- Satisfactory Final Report received, on or before June 12, 2020, final payment of 15% of grant award will be prepared.



Fiscal Year 2020 Final Report

▽ Staff Verification:

- Was the final report submitted by June 12, 2020?
- Has the organization met the CASH match requirement by June 12, 2020?
- Has the budget information been accurately completed?
- Has a brief description been provided that speaks to the community benefit received as a result of the funded activities?
- Have the Fiscal Year 2020 activities been reported in the requested format?



Fiscal Year 2020 Final Report

▽ Importance:

- Final Reports provide insights for:
 - Percentage of total income represented by the grant
 - Cost per audience member/participant served
 - Descriptions are used to inform how grant funds were used
- Helps the Arts Commission advocate for you.
- If an applicant fails to complete a satisfactory final report form, or has an outstanding final report form, or issues from a previously-awarded grant, the applicant will not receive a grant for the next grant cycle, even if the Arts Commission's recommends funding for the grant.



Arts Grants Fiscal 2020

▽ Office of the Arts Home Page:

- alexandriava.gov/Arts

▽ Online Grant Application Request links to:

- Operating Grant
- Arts Program Grant

▽ Grantees have access to Fiscal Year 2020 grant applications through June 30, 2021



Steps to Submit Online - Grant Application

Step 1

- Request “unique URL” link for your grant application . Takes 1-2 business day to receive. Last day to request link is Monday, March 18, 2019.

Step 2

- Review on-line grant materials on the website and determine which grant best suits your needs.

Step 3

- Compile information and write grant.

Step 4

- Submit grant on-line. Application can be saved and edited before submitting.



SAVE/NEXT & SUBMIT BUTTONS

- You can save the form and continue at a later time by clicking the **SAVE/NEXT** button at the bottom the page before closing your web browser.
- To open your application again, simply click your unique URL link.
- You can click on the **SAVE/NEXT** button as many times as you wish, however, plan to **ONLY** click on the **SUBMIT** button once you have completed your application.



Fiscal Year 2020 Arts Grants Workshops and Webinars

Find Us

alexandriava.gov/arts

@alexartsoffice on Twitter & Instagram

#artsALX

City of Alexandria
**OFFICE OF
THE ARTS**

Questions / Discussion

Contact Us

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Diane Ruggiero: diane.ruggiero@alexandriava.gov

