



CITY OF SANTA BARBARA

FINANCE COMMITTEE AGENDA REPORT

AGENDA DATE: December 18, 2007

TO: Finance Committee

FROM: Administration Division, Community Development Department

SUBJECT: City Arts Advisory Grant Review Process

RECOMMENDATION:

That the Finance Committee receive a report regarding the City's Arts Advisory Grant Review Process and recommended changes.

DISCUSSION:

On September 11, the Finance Committee reviewed the City Arts Advisory Committee (AAC) Grant recommendations for three categories: Organizational Development, Community Arts, and Community Events and Festivals. During that review, the Finance Committee discussed a number of possible changes to the Grants process.

A few of the items are "just do its" and are listed below. There are also a number of items that Staff discussed with the AAC, and on which we received recommendations, which we are now forwarding to the Finance Committee.

The City Arts Advisory Staff has refined and simplified the Application Grant Form for the coming year. A few of the items discussed at the Finance Committee will be addressed by this new form, along with an improved process for applying for grants. The revised final Application Grant Form will be presented to the AAC in the spring for approval.

Just Do Its

- Include summary notes of the Review Panel's comments at the time the City Arts Advisory Committee votes for approval of the grant awards;
- Contact groups / individuals not granted funding to discuss ways to improve their grant applications for the following year; and
- Specify in future guidelines that no grant award will exceed the amount requested.

REVIEWED BY: _____ Finance _____ Attorney

Agenda Item No. _____

Of the remaining topics discussed at the September 11, 2007 Finance Committee meeting, the following items were discussed by the AAC. Here are their recommendations:

- Strengthen grant category descriptions and guidelines on the new grant forms and on the Arts Commission's website.
- The grant funding process should continue to be open to all non-profit arts organizations regardless of their budget size.
- Organizations applying for grants will be "encouraged to use City facilities when appropriate" but no favorable weighting will be given as part of the grant review process.
- Attendance at grant informational/technical assistance workshops is mandatory for first-time grant applicants. All other individuals and organizations will be encouraged to take advantage of the opportunity to review the revised grants applications.
- First-time applicants will be strongly encouraged to submit a draft grant application for Staff input, prior to the final deadline.
- Recommended changing funding caps: Increasing the cap for Community Arts grants to \$6,000 from the current \$4,000, and decreasing the funding cap for Organizational Development grants to \$18,000 from \$20,000.
- Organizations will be allowed to submit only one grant application per year as part of the City Community Arts Grants Program in Community Arts, Organizational Development, or Events & Festivals.

Finally, further discussion and clarification is needed on the topic of organizations receiving a budgetary line item from the City and if these organizations should be allowed to apply for a grant for a different function.

PREPARED BY: Ginny Brush, Executive Director of the County Arts Commission

SUBMITTED BY: Dave Gustafson, Acting Community Development Director

APPROVED BY: City Administrator's Office