

Arts and Culture Grant Program Recommendation Worksheet

Staff believes now is a good time to review and refresh the program, to look at its successes, identify gaps and new opportunities, and to define what it should be for the next 10 years. This worksheet includes the current purpose, eligibility, funding categories, and criteria with a final section for new policy definitions and direction.

Purpose:

Current	Keep	Delete	Change
1. Sustain professional development of established arts and cultural institutions based in and serving the City of Riverside.			
2. Assist the operational and development of small to mid-sized arts and cultural organizations.			
3. Encourage and support the contribution of excellence and diversity to the richness of the community's cultural life.			
4. Encourage and support administrative and fiscal excellence in non-profit arts and cultural organizations.			
New:			

Eligibility:

Current	Keep	Delete	Change
1. The non-profit organization must be located in the City of Riverside and not receive any other General Fund allocations for the same purposes as the City of Riverside Arts and Culture Grants from any City of Riverside department or agency.			
2. Funds are designated solely for operating support of non-profit arts organizations. For-profit organizations and educational institutions are not eligible for City of Riverside Arts and Culture Grant funds			
3. The applicant organization must be a California non-profit corporation and hold 501(c)(3) certification from the Internal Revenue Service, specifically identified as an organization with performance, production or presentation of arts and/or cultural programming as its primary focus.			
4. The organization must offer an annual series of arts and cultural activities (such as exhibitions and performances) in the City of Riverside which are open and accessible to all.			
5. The organization must have performing, producing, or presenting history of not less than three years, with minimum expenses of approximately \$9,000 in the last fiscal year. The most recent year must include artistic and/or cultural programming in the City of Riverside.			

Eligibility Continued:

<p>6. No matching funds are required. However, the organization must demonstrate its capability to match a City of Riverside Arts and Culture Grant award on a dollar-for-dollar basis. A “match” includes earned income, cash contributions, and grants. Note: “In-kind” contributions such as the dollar value of volunteer services do not constitute a match for this grant.</p>			
<p>7. The organization must have satisfied the evaluative requirements of any previously awarded funding from the City of Riverside.</p>			
<p>8. City of Riverside Arts and Culture Grant funds must be expended by June 30.</p>			
<p>9. Recipient organizations agree to participate in City of Riverside/Riverside Arts Council activities that will serve to recognize, promote or assist either the City or organization.</p>			
<p>New:</p>			

Funding Categories:

Current	Keep	Delete	Change
Level 1: Organizations with expenses of \$9,000 - \$100,000 in the last completed fiscal year may apply for a grant up to 20% of their previous year's income.			
Level 2: Organizations with expenses of \$101,000 - \$249,000 in the last completed fiscal year may apply for a grant up to 15% of their previous year's income or \$20,000, whichever is greater.			
Level 3: Organizations with expenses of \$250,000 + in the last completed fiscal year may apply for a grant up to 10% of their previous year's income OR \$30,000, whichever is greater.			
New:			

Criteria:

Current	Keep	Delete	Change
<p>Quality of Programs, based on:</p> <ol style="list-style-type: none"> 1. Involvement and professionalism in planning and implementing programs 2. Quality, historical background and expertise of programmers 3. Reviews and other indications of how past programs have been received 4. Demonstrated desire to improve the quality of programs 			
<p>Program Innovation, based on:</p> <ol style="list-style-type: none"> 1. Programming that encourages broad artistic/cultural expression 2. Utilization of new or emerging artists 3. Presentation of new and original programming 4. Efforts to reach beyond conventional limits of art forms and/or cultural expression 			
<p>Community Impact, based on:</p> <ol style="list-style-type: none"> 1. Unique programs and activities which do not duplicate others already in place 2. Community interest in the organization 3. Size of audience served in past fiscal year 4. Growth in public attendance, participation and support 5. Contribution to quality of life and overall cultural vitality of the community 			

Criteria Continued:

<p>Outreach and Audience Development, based on:</p> <ol style="list-style-type: none"> 1. Extension of free or discounted services to target/under-served audiences 2. Benefit to new and under-served audiences. These audiences include youth, elderly, disabled, groups/populations or geographic areas not reached by existing programs 3. Accessibility to the physically disabled and/or elderly 4. Efforts to attract new audience 5. Existence/Evidence of a formal Arts and/or Cultural Education program 			
<p>Cultural Diversity, based on:</p> <ol style="list-style-type: none"> 1. Understanding of the City's cultural diversity 2. Use of diverse artists and programmers 			
<p>Management, based on:</p> <ol style="list-style-type: none"> 1. Staff composition (full-time, part-time, contract, volunteer, etc.) 2. Professional development of management and staff 3. Board, staff, peer and volunteer relationships 4. Qualifications and background of management and professional staff 5. Active involvement in long-range planning 6. Stability of Board and staff 7. Completeness, clarity and accuracy of grant proposal 8. Administration of previous City of Riverside funding, if applicable 9. Proven ability to attract public/private partners 			

Criteria Continued:

Financial Health, based on: 1. History of balanced budgets and plans for long-range financial stability and artistic growth 2. Presence of a diversified base of financial support and history of financial support from the local community 3. Presence of an active and effective fund development program 4. Grant Application Budget/ Budget Notes and Financial Statements			
New:			

SCOPE OF SERVICES

Advocacy

Current	Keep	Delete	Change
1. Research and dissemination of funding opportunities, issues, data and information to organizations monthly and as needed			
2. Represent arts organizations at the local as well as the regional and national level for the public, other art organizations and the media			
3. Represent and participate in local as well as national and regional local initiatives and programs			
4. Economic Impact participation, analysis and advocacy as needed/applicable			
5. Outreach to arts organizations and encouragement of collaboration			
6. Outreach to businesses/service organizations for arts organizations and arts organizations to businesses			
New:			

Fund Development

Current	Keep	Delete	Change
1. Diversification of funding for RAC			
2. Diversification of funding for arts organizations			
3 Festival for the Arts			
4. Grant writing			
New:			

Marketing

Current	Keep	Delete	Change
1. 15 Favorites			
2. Artswalk			
3. Website Enhancement			
New:			

Education

Current	Keep	Delete	Change
1. Cultural Consortium			
2. Lead, research and/or share best practices with arts organizations			
3. Workshops for arts organizations and individuals such as new media, fund development, board development, etc.			
4. The Afterimage			
5. Arts & Innovation Honoree of the Month/Profile of Artists and Organizations			
6. Participation in the Private Building Mural Program/Murals as needed/applicable			
New:			

Administration

Current	Keep	Delete	Change
1. Administration, management and direction of the Cultural Accountability Performance meeting (New Name TBD)			
2. Administration of the City of Riverside Arts and Culture Grant			
3. Administration of the Community Arts Partnership Grant (CAP)			
4. Development of Arts & Cultural Symposium every other year (First one to be in FY 17/18)			
5. Strategic Planning for board and staff			
6. Fiscal Receivership			
7. Support as needed First Sunday with marketing, finance and administrative duties			
8. Develop and manage internship opportunities for arts organizations and local students			
9. Active Participation and Input in Citywide Initiatives such as City of Arts & Innovation, Riverside Arts Plan and Seizing Our Destiny as applicable			
10. Quarterly report on Scope of Services submitted to Arts & Cultural Division within 30 days of end of quarter and provide examples			
11. Financial reporting of monies received from this agreement			
New:			