



CIVIC ARTS COMMISSION AGENDA REPORT

February 7, 2022
Item 6

TITLE: DISCUSS EVALUATION PROCESS AND MEETING FORMAT FOR FISCAL YEAR 2022/23 CIVIC ARTS COMMUNITY GRANT PROGRAM REVIEW

SUMMARY

The Civic Arts Commission will be reviewing the Fiscal Year (FY) 2022/23 Civic Arts Community Grant program applications at its March 7, 2022 virtual meeting. To streamline the review and funding recommendation process, the commission should discuss the evaluation process and meeting format. Staff will answer any technical questions commissioners may have related to the use of ZoomGrants, the online grant software program.

RECOMMENDATION

Discuss evaluation process and meeting format for Fiscal Year 2022/23 Civic Arts Community Grant program review.

FINANCIAL STATEMENT

There are no immediate costs associated with this process, until funding requests are approved by City Council action.

BACKGROUND

Annually, the Civic Arts Commission utilizes their February and March meetings to discuss, deliberate and recommend funding for the Civic Arts Community Grants Program. This year, the commission will again be reviewing the FY 2022/23 grant applications online with the ZoomGrants program that was implemented several years ago and will be required to review/rate applications submitted. In March, the commission will deliberate and provide funding recommendations for City Council consideration.

DISCUSSION

Civic Arts Community Grants applications for FY 2022/23 were due Wednesday, January 19, 2022, by 11:59 p.m. Attachment 1 lists the eight Civic Arts Community Grant applications received. Funding available is \$41,000. Applications for consideration by the Civic Arts Commission have an aggregate funding request of \$57,150.

Commissioners were sent an email after the application deadline indicating that they could access the applications on ZoomGrants to start the review process. Applications will remain available for review until Thursday, February 11, 2022, at 11:59 p.m. Applications will still be viewable on ZoomGrants after that time; however, commissioners will not be able to modify entries.

At the February meeting, the commission should discuss the March meeting format in preparation for the 2022/23 Civic Arts Community Grants recommendations. During the February meeting, commissioners will be able to ask clarifying questions regarding specific grant applications.

At the March 7, 2022 meeting, city staff will provide recommendations and a summary of the commissioners' review in an agenda report for commission consideration. Applicants will be invited to the March 7, 2022 meeting and will be given five minutes to present on their application.

Submitted by:



Rachel Prater
Recreation Manager

Attachment:

1. Summary of Civic Arts Commission Community Grants Applications Received