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**Boulder Arts Commission Agenda
November 20, 2013, 6:00 p.m.
North Meeting Room, Boulder Public Library**

CALL TO ORDER

Approval of Agenda

PUBLIC COMMENT

CONSENT AGENDA

Review of October 16, 2013, and October 29, 2013, minutes

MATTERS FROM COMMISSION MEMBERS

FOR DISCUSSION: Library Commission Dialog (Anna Salim, Ann Moss)

FOR DISCUSSION: Creative District Policy Draft (Ann Moss)

FOR DISCUSSION: Annual Letter to City Council (Richard Turbiak)

MATTERS FROM STAFF (DISCUSSION AND ACTION ITEMS)

FOR DISCUSSION: Arts Manager's Update

ACTION ITEM: Draft Spark Grant Application

ACTION ITEM: Adjustments to 2014 Arts Grant Program General Procedures

ACTION ITEM: Scholarship for Colorado Creative Industries Summit

FOR DISCUSSION: BAC Retreat

FOR DISCUSSION: Library Renovation Public Art Project

GRANT PROGRAM ACTION ITEMS

Extension Request from Mary Wohl Haan on 2013 Mini-Grant: *One Voice—Fearless!*

Extension Request from Joanna Rotkin on 2013 Arts in Education Grant: *Flying and Falling*

Extension Request from BMoCA on 2013 Major Grant: *Your Brain on Art*

ARTS AND BUSINESS COLLABORATIVE GRANT, FINAL ROUND

Boulder Ensemble Theater Company with Fiske Planetarium: *Star Power Event Series*

APPLICATION FOR FREE RENTAL OF MACKY AUDITORIUM

Greater Boulder Youth Orchestra -- GBYO Season Premiere

OPEN GRANT REQUEST

Boulder County Arts Alliance -- Boulder Arts Week (Nominated by Anna Salim)

GRANT BUDGET REPORTS

Margarita Blush – 2013 R1 Mini-Grant and R1 Theater Rental Grant: *The Crane Wife*

Colorado Shakespeare Festival – 2013 R1 Arts in Education: Shakespeare and Violence Prevention

NoBo Arts District – 2012 Arts in Education Grant: Scholarships for NoBo Paint About Workshops

Joanna Rotkin – 2013 R1 Mini-Grant: *Tiny Gods: Surrender*

Bradley Spann – 2013 R2 Mini-Grant: *Me & My Monkey*

Betsy Tobin – 2013 Major Grant and R1 Theater Rental Grant: *Metaphor*

UPCOMING MEETING (Agenda Building)

6:00 p.m. Wednesday, December 18, 2013—North Meeting Room, Boulder Public Library

ADJOURNMENT

DRAFT
Boulder Arts Commission
October 16, 2013
Boulder Public Library

Commission Members Present Richard Turbiak, Anna Salim, Ann Moss, Felicia Furman, Linda Haertling

Staff Present Greg Ravenwood, Mary Fowler, Maureen Rait, Matt Chasansky, Mary Wohl Haan

Others Present Charlotte LaSasso, Lisa Nesmith, Randee Toler, Shannon Crothers, Carol Garnand, Susan Douglas, Daniel Lean, Tamil Maldonado, Lynne Davis, Karen Edgerly, David Leserman, Beth Merckel, Suzy Ageton

Call to Order

The meeting was called to order at 6 p.m.

Public Comment

Beth Merckel commented on difficulties in submitting a grant application in the online system; Ravenwood responded by providing his contact information and encouraging her organization to reach out for assistance during future grant rounds, also noting that this information is available on the arts website. Mary Wohl Haan thanked the Commission for her Mini-Grant funds for the performance series Fearless and noted that it was successful.

Minutes

The September 18, 2013 meeting minutes were reviewed. Furman motioned to approve; Moss seconded and the motion carried unanimously.

Matters from City Council

Councilwoman Suzy Ageton spoke to the City Council's desire to improve interactions and relations with City Boards and Commissions. She acknowledged that the Council needs to improve its response to issues noted by commissioners for Council's annual retreat.

Salim suggested enhanced advertising for commission recruitment. She also suggested a more structured way for Commissioners to pass along institutional knowledge from senior commissioners to freshmen commissioners.

Matters from the Commission

Salim spoke on Boulder Arts Week, acknowledging that the Commission would move on creating a process for the submission of novel grant proposals. The Boulder Arts Week proposal was mentioned and the commission agreed it should be discussed in November.

The Commission discussed ongoing operational support funding for BMoCA and Dairy. Haertling noted the variety and number of programs and events taking place at the two venues. Salim opined that any change should be discussed and directed toward the 2015 budget. She asked that the Commission explore the history of the operational funding. Moss asked for more information about the needs of the organizations, potentially inviting representatives from the organizations into dialog with the BAC. Turbiak suggested that things should continue "as is" with the Arts Commission looking to directional changes as the Cultural Master Plan is enacted.

The commission reviewed the revised general procedures document for the 2014 Arts Grant Program. Chasansky reviewed the document item by item asking for approval on the language and intentions, taking notes on the Commission's responses. Salim asked that the commission and staff work to get the grant application questions in line with panelist scoring questions and criteria. Moss brought up the organizational support grant option and the commission agreed that it should be discussed as a part of the cultural master plan process.

Furman motioned to approve the document as amended; Moss seconded and the motion received unanimous approval. Salim and Furman agreed to participate in an ad hoc committee to review revised grant applications and to form questions for the applications that would match the approved document.

Grant Program Action Items

The extension request from Boulder High School was reviewed. Moss motioned to approve; Haertling seconded and the motion passed with unanimous approval.

Arts in Education Grants

Turbiak reviewed the category's scoring criteria and asked if there were any motions to reconsider scoring on the seven submitted applications. Haertling asked for reconsideration of the Downtown Boulder, Inc proposal, and Moss seconded. Haertling and Turbiak revised their scores and this project received an averaged score of 3.02. Four proposals rose above the 3.0 baseline; funding was granted to Jack Collom (\$3000), Downtown Boulder, Inc. (\$2900), The Dairy Center for the Arts (\$3000) and Boulder Museum of Contemporary Art (\$3000).

Mini Grants

Turbiak reviewed the category's scoring criteria and detailed the five submitted applications. There were no successful requests to reconsider scores. Funding was granted to the two proposals rising above the 3.0 baseline score--David Leserman (\$1000) and Seicento Baroque Ensemble (\$1000).

Macky Auditorium Rental

Two proposals, submitted by Americas for the Arts and Ars Nova Chamber Singers, were approved.

Theater Rental

After a motion from Furman and a second from Salim, the commission voted to reallocate the remaining funds from the Arts in Education budget (\$632) and the Mini-Grant budget (\$5108) to assist in funding the four submitted Theater Rental proposals. Awards were made to proposals submitted by: Imagination Makers (\$1572), Elisabeth Bowman (\$2764), Motus Theater (\$2000) and Boulder Ensemble Theater Company (\$1826).

Following the grant proposal deliberations, Furman motioned to approve all funding recommendations and Haertling seconded. The motion received unanimous approval.

Matters from Staff

The 2014 schedule of grant rounds and meeting details was approved with changes to the reporting requests and the grant deadline and deliberation dates. Reports would only be required of BMoCA and the Dairy on a biannual basis; the Arts Resource and Dance Bridge would no longer be required to submit reports. The Spark Grant (formerly the Mini-Grant) would be available in January, April, July and October. The Major Grant would be available in February. The Arts in Education Grant would be available in March and October.

Chasansky reviewed three proposed flood public art projects with the commission. Proposals by Viviane Le Courtois, Lynne Hull and the bARTer Collective had been received and vetted by the Arts Department in collaboration with BMoCA. \$38,500 of funding had been secured from these City departments and outside agencies: the Arts Department (\$10,000), Public Works (\$10,000), BMoCA (\$10,000), Downtown/University Hill/Parking (\$5000) and Community Planning & Sustainability (\$3,500). After reviewing the details, Haertling motioned to approve with a second from Salim; the motion carried unanimously.

Ravenwood reviewed delinquent grant budget reports, and the Commission agreed to withdraw 20% funds from a 2012 Arts in Education project by the Nobo Arts District which had missed its deadline for reporting.

Chasansky voiced the need for a new representative to the Dairy Center for the Arts and the Commission agreed to resolve this in November.

Grant Budget Reports

The Commission reviewed and approved the reports submitted by Art as Action – 2013 Arts in Education Grant (Young Artists Performance Lab); Boulder Philharmonic Orchestra – 2013 Major Grant (Formations); Colorado Music Festival – 2012 Arts in Education Grant (Education and Outreach); The Dairy Center for the Arts -- 2012 Arts in Education Grant (Artful Bridges to Community); Frequent Flyers Productions – 2013 Major Grant (Mapping); Greater Boulder Youth Symphony – 2009 Arts in Education Grant (Tesla Quartet Mentorship); and Rosa Lawrence – 2013 Mini-Grant (Running with the Wolves).

Adjournment

The meeting was adjourned at 9:05 p.m.

Signature

Date

DRAFT
Boulder Arts Commission
Special Meeting
October 29, 2013
Boulder Public Library

Commission Members Present Richard Turbiak, Anna Salim, Felicia Furman, Linda Haertling

Staff Present Maureen Rait, Matt Chasansky

Others Present Dan Bradbury, Jobeth Bradbury

Call to Order

The meeting was called to order at 6:00 p.m.

Matters from Staff

Library and Arts Director Search

1. INTRODUCTIONS

Library executive search consultants Dan and Jobeth Bradbury of Bradbury Associates/Gossage Sager Associates were introduced to the commissioners.

2. STRUCTURE FOR THE SEARCH

3. REVIEW OF SEARCH PROCESS

Haertling asked if the team had conducted the search for the previous Director. Jobeth answered that they had not.

4. MARKETING PLAN

Dan stated that they would be asking different groups for advice on communication tools. Jobeth would send an email to the commissioners to provide a link to their advertisement.

5. IDENTIFICATION OF KEY ATTRIBUTES

The consultants stated that they were compiling survey results into four summaries, and would be sharing them with all the stakeholders. In addition, there would be notes compiled from staff focus groups, which would result in a fifth report.

Dan asked the group what key attributes are most important for this position.

Haertling asked what specific education level would be expected. Dan answered that, in light of the previous job posting, there would be requirements for an advanced degrees in library science. He noted that some states have a requirement in order to receive state aid, but Colorado does not have this requirement. Jobeth added that they would ask the City Manager for details on the requirements they would like to see.

Dan added that they should have a good grounding in an understanding of the library structure, as well as the municipal government. Some libraries are independent. But, there are different structures, and, the combination of arts and library is different. In Boulder there is not a lot of crossover between academic

and administration activities. Jobeth added that many libraries are looking for non-traditional leaders, and noted that Boulder would likely want a person who can move between different groups.

Salim added that in the history of the library, there was a long period of time where the director did not change. It was advised that the team should ask former directors about the relationship with the arts director. She suggested there was little need for the library director to oversee the arts programs. Turbiak added that a previous director did exactly that. Salim added that a singular focus only on the library would not be preferable; the library cannot just be about books, it needs to be about community, culture, art.

Dan added that libraries nationwide are trying to figure out what libraries should become in contemporary society. They are doing more active programming.

Salim added that the strength of the latest director was that she was a good bureaucrat, and could maneuver the city agencies. She queried: where does the library fit with other, larger organizations as the politics is such an important piece?

Turbiak added that the library can be seen as the cultural heart of the city. With the future Civic Area Plan, this side of the campus would be focused on the arts.

Dan asked what other key attributes and skills are important. Haertling answered that the previous director was diplomatic, but decisive. Turbiak added that it had been a long time since we've had the full compliment of leadership. He added a list of his primary recollections from the survey, and noted that the previous arts directors had good skills in understanding the source of funds.

Salim added that the arts program was small because of the personality of the previous arts director and her ability to build partnerships.

In discussing the arts department budget, Salim noted that funds for the BAC grant program were separate from funds for programming. Dan asked if the Library Foundation funded arts programs, and Chasansky answered that it does fund a few programs.

Salim added that someone who can make the organization less complicated would be beneficial. Turbiak agreed that the arts assessment saw some challenges based on this complication. Haertling added that Deborah Malden and Mark Addison would be good contacts about the search.

Haertling stated that the previous director faced challenges, noting that there are intense meetings, and this new director needs to have tolerance. Salim added that the local paper is very active; the candidate should have good communication skills. Haertling added that the community is very active and vocal. Salim added that the structure of the city is very transparent with everyone getting a say. Furman stated that the director must be a political player.

Salim stated that there are challenges funding the arts. Dan noted that someone made the point that the middle class demographics are changing. Haertling added that Boulder has a large arts community with a small municipal budget. Salim opined that the arts are not a priority for the community.

Jobeth asked if the community was philanthropic. Salim answered "yes, but not for the arts." Turbiak answered that charitable giving is low compared to the income levels of the residents. He noted that the community was undergoing a generational change, and that the new director should be cognizant of that change.

Salim added that the director should be someone who can manage change, and be forward-thinking; that knowing how to attract younger people would be advantageous. She stated that millennials value

face to face time in a way that is different due to technology.

6. JOB ADVERTISEMENT/ANNOUNCEMENT
7. STAFF MEETINGS/OTHER INPUT
8. CONFIDENTIALITY
9. ADDITIONAL QUESTIONS

Adjournment

The meeting was adjourned at 7:00 p.m.

Signature

Date

TO: Boulder Arts Commissioners
FROM: Matt Chasansky, City of Boulder—Art and Cultural Services
DATE: November 14, 2013 DRAFT
SUBJECT: Draft Designation Process Document

Attached is a draft document for the process municipal designation of creative districts. We will begin to discuss this prior to, and during, the November 2013 BAC meeting. However, please keep in mind that this will require review by many individuals within this City. I also would like to get suggestions from the community as well. It is my intention that, when I have digested comments from these groups, I will return with a final draft for your further review before it is presented to the City Manager.

Notes:

- This is written as a draft policy. I did this only to give the document structure. It is entirely possible that this may eventually take a different format.
- In three different sections, the document lists commitments that the city will make to creative districts. Though they read to be specific directives, they are in fact only ideas on my part. These will necessarily be greatly refined as different City agencies and the City Manager refine the document. You should feel free to suggest ways to improve these lists, but we will have many changes in the next review.
- The tone of the procedures is intended to be flexible. There is latitude given to staff and stakeholders to design the right details of the process according to the needs of the circumstances within the umbrella of transparency and stewardship.

DRAFT

1) GENERAL POLICY

It is the policy of the City of Boulder (“City”) to confer the designation of certain distinct areas in the City of Boulder with the status of “Creative District” and to enter into a relationship with those districts, according to the procedures outlined below.

2) PURPOSE

Official Creative Districts are an advantage to business communities, neighborhoods, and the city as a whole. Creative Districts:

1. Are unique to the character, community and resources available locally,
2. Have a positive economic impact on the City, attracting businesses, tourist, and residents to the District,
3. Infuse areas with energy and an innovative spirit,
4. Revitalize and beautify a community,
5. Provide focal points for celebrating and strengthening a community’s unique identity, and
6. Connect the creative sector of the economy with community development.

3) APPLICABILITY AND SCOPE

This policy is applicable to all departments within the City that are impacted by the business and cultural communities. This policy also governs the interaction between the City and private organizations related to the forming of a creative district, and should be used by all City agencies as guidelines for those relationships.

This policy is intended to be a tool for geographical areas with a high concentration of cultural and creative industry businesses and non profits, including artist studios or residences, galleries, craft, design or fine arts retailers, performance venues, architecture or design studios, industrial design workshops, education spaces, technology studios, and other creative industries.

4) DEFINITIONS

1. **Creative District** – A well-recognized, labeled, mixed-use area of a city in which a high concentration of art and cultural facilities serves as a major anchor of attraction and robust economic activity. These areas tend to include a mix of non-profit and for-profit cultural organizations, creative industry businesses, and complementary non-creative sector businesses such as restaurants and retail stores. Creative District designation is used to encourage a scale of development, a mixture of building uses, and other attributes that foster the arts and facilitate pedestrian movement and the use of alternatives modes of transportation. Creative Districts may also be referred to as **Arts Districts, Entertainment Districts, Cultural Districts, Gallery Districts**, or other titles appropriate to the mix of businesses in the area.
2. **Applicant Organization**—The organization that is completing that represents the community in the process to apply for Provisional District status.
3. **District Organization** —The Applicant Organization, once Provisional District status has been conferred.

5) LIMITATIONS

This policy is intended to apply only to cultural and creative industries. As such, concentrations of businesses, and the organizations that represent those groups, which can be wholly categorized outside of the cultural or creative industries are not applicable to this policy. This limitation typically applies to concentrations of businesses unrelated to the arts or

creative industries such as concentrations of government buildings, financial centers, residential areas without a significant commercial component, or scientific research campuses.

6) DESIGNATION PROCESS

1. First Level: Provisional District Designation

Step 1: Letter of Intent (LOI)

A LOI must be delivered to the BAC by the Applicant Organization, formalizing the request to begin the designation process. The BAC will review the LOI at an official commission meeting.

The LOI should include basic information such as:

- a. Organizational Information
- b. List of Partners
- c. Unique Characteristics of the Area
- d. Justification of Consideration for Provisional District Designation

Step 2: Formation of a Review Panel

Upon review of the LOI, the BAC will vote on the formation of a Review Panel. Once the formation of the Review Panel (Panel) has been approved, City Art and Culture Program staff will make a recommendation to the City Manager on the composition of the Panel. The City Manager may approve, make changes to, or reject the formation of the Panel. The City Manager may make changes to Panel members at any time and for any reason.

- a. **Composition of the Review Panel:** The Panel will be comprised of one member of the BAC, one staff representative from the City Art and Culture Office, and one staff representative from the Community Planning and Sustainability Department, and a community representative not associated with the Applicant Organization or its partners. Additional staff and stakeholder representatives may be included at the discretion of the City Manager. A member of the Applicant Organization may be included as a non-voting member of the panel at the discretion of the City Manager.

Step 3: Application Development

The Panel will define a set of criteria or questions to which the Applicant Organization must answer (Application), and a timeline for delivery of the Application. The Panel is also responsible for working with the Applicant Organization's own approval process, and refining the Application as is necessary. Once the Panel agrees on the format and content of the Application it will be forwarded to the BAC for review.

It is the responsibility of the Applicant Organization to complete the Application and gain the consent of the Panel on the Application prior to proceeding with next steps in the process.

- a. **Requirements of the Application:** The content of the Application is the responsibility of the Review Panel. Recommended criteria may include:
 - i. Geographical Boundaries
 - ii. Residency Data

- iii. Quantification and Narrative of Existing Creative Entities
- iv. Organizational Structure and Leadership of the Applicant Organization
- v. Narrative About Potential / Existing Organizational Programming
- vi. Letters of Support or Petitions
- vii. LOI Delivered to the BAC
- viii. Press Clippings, or Other Supplements
- ix. Other Descriptors

- b. **Authority of the Applicant Organization:** The Panel is responsible to investigate and guarantee that the Applicant Organization fully represents a cohesive authority over the potential businesses, organizations, and residents that are impacted by the formation of a district. It is recommended that, should this investigation produce any detractors to the authority of the district, the issues that are causing this dissent be resolved before the Application is recommended and forwarded to the BAC.

Step 4: Review by the Boulder Arts Commission

Should the Review Panel choose to recommend the Application to the BAC, the BAC may choose to a) recommend that the Application be forwarded to the City Manager for final approval, b) request further information from the Panel, or c) decline to recommend the Application to the City Manager.

Step 5: Review and Approval by the City Manager

Should the BAC choose to recommend the Application on the City Manager, the City Manager may then choose to a) deliver final approval, b) request further information, or c) reject the Application.

Step 6: Conferring of Provisional District Status

A letter from the City Manager will be delivered to the District Organization conferring Provisional District status.

a. Meaning of Provisional District Status

It is recommended that the following action be taken after conferring of Provisional District Designation:

- i. District Responsibilities to the City
 - 1) Inclusion of City staff representation on their board.
 - 2) Creating and implementing a plan to regularly Update City Staff and the BAC on key issues and development of the District.
 - 3) Development of a Strategic Plan.
- ii. City Responsibilities to the District
 - 1) At the discretion of the City Manager, the City will commitment of a reasonable amount of City Staff time to work with the District on:
 - a) The collection of data related to residency, economy, zoning, transportation, employment, mapping, and other indicators.
 - b) Letters of support for the District Organization to pursue grants and sponsorships.

- c) Partnering communication tools including, but are not limited to, joint press releases, social media messaging, inclusion in newsletters, and other tools.
- d) Coordination on the development of a Strategic Plan.

Term of Designation: Provisional Designation ends one (1) year after the date indicated on the letter from the City Manager conferring Provisional Designation. The City Manager may extend the end-date in writing.

2. Introductory District Designation

Step 1: Letter of Intent (LOI)

A LOI must be delivered to the BAC by the District Organization, formalizing the request to begin the designation process. The BAC will review the letter at an official commission meeting. Upon review of the LOI, the BAC may choose to ask City staff to reconvene the Review Panel.

The LOI should update organizational and partner information, and should also provide:

- a. Descriptions of High-level Changes or Developments
- b. A Justification of Consideration for Introductory District Designation

Step 2: Application Development

The Panel will define a set of criteria or questions the Application. The Panel is also responsible for working with the Applicant Organization's own approval process, and refining the Application as is necessary. Once the Panel agrees on the format and content of the Application it will be forwarded to the BAC for review.

It is the responsibility of the Applicant Organization to complete the Application and gain the consent of the Panel on the Application prior to proceeding with next steps in the process.

- a. **Requirements of the Application:** The content of the Application is the responsibility of the Review Panel. Recommended criteria may include:
 - i. Update of all information in the Preliminary Designation Application.
 - ii. Narrative justifying the conferring of Introductory District Status.
 - iii. Economic Data including employment, building occupancy rates, sales tax, property values, and other indicators.
 - iv. Programming Data including descriptions of key programs, program attendance, cultural tourist visitors, marketing examples and data, and other indicators.
 - v. Growth information that tracks how the Provisional District Designation has affected the District Organization, the District businesses, and the adjacent neighborhoods.
 - vi. A petition circulated to people working or living within, and adjacent to, the District that demonstrates strong support for the District Organization and continued District Designation.
 - vii. Narrative(s) of City, District, and partner organization actions that have improved the District.

Step 4: Review by the Boulder Arts Commission

Should the Review Panel choose to recommend the Application to the BAC, the BAC may choose to a) recommend that the Application be forwarded to the City Manager for final approval, b) request further information from the Panel, or c) decline to recommend the Application to the City Manager.

Step 5: Review and Approval by the City Manager

Should the BAC choose to recommend the Application to the City Manager, the City Manager may then choose to a) deliver final approval, b) request further information, or c) reject the Application.

Step 6: Conferring of Introductory District Status

A letter from the City Manager will be delivered to the District Organization conferring Introductory District status.

a. Meaning of Introductory District Status

In addition to continuing all of the aspects of the relationship between the City and the District Organization that were established for Provisional District Designation, it is recommended that the following actions will be taken:

- i. District Responsibilities to the City
 - 1) Yearly updates on all the data that was provided in the Application.
- ii. City Responsibilities to the District
 - 1) The formation of a community coordination committee comprised of staff from impacted City agencies. This committee will act as a resource to the District Organization in the continuing relationship with the City.
 - 2) The development of a cooperative Planning and Zoning review and possible revisions to plans, policies, and codes.
 - 3) The review and possible revisions to sign codes and other rules to allow the district to implement unique design and improve programming.
 - 4) Infrastructure investments such as lamp post banners, pedestrian improvements, etc.
 - 5) Cooperation on cultural programming including the hosting of city-sponsored events in the District.

Term of Designation: Introductory Designation ends three (3) years after the date indicated on the letter from the City Manager conferring Introductory Designation. The City Manager may extend the end-date in writing.

3. Final Level: Official District Designation

Step 1: Letter of Intent (LOI)

A LOI must be delivered to the BAC by the District Organization, formalizing the request to begin the designation process. The BAC will review the letter at an official commission meeting. Upon review of the LOI, the BAC may choose to ask staff to reconvene the Review Panel.

The LOI should update organizational and partner information, and should also provide:

- a. Descriptions of High-level Changes or Developments
- b. A Justification of Consideration for Introductory District Designation

Step 2: Application Development

The Panel will define a set of criteria or questions the Application. The Panel is also responsible for working with the Applicant Organization's own approval process, and refining the Application as is necessary. Once the Panel agrees on the format and content of the Application it will be forwarded to the BAC for review.

It is the responsibility of the Applicant Organization to complete the Application and gain the consent of the Panel on the Application prior to proceeding with next steps in the process.

- a. **Requirements of the Application:** The content of the Application is the responsibility of the Review Committee. It is recommended that the Application take the form of an update on all the required components for the Official District Designation Application.

Step 4: Review by the Boulder Arts Commission

Should the Review Panel choose to forward the Application on to the BAC, the BAC will then deliberate as appropriate. The BAC may choose to a) recommend that the Application be forwarded to the City Manager for final approval, b) request further information, or c) reject the Application.

Step 5: Review by the City Manager

Should the BAC choose to forward the Application on the City Manager, the City Manager may then choose to a) recommend that the Application be forwarded to City Council, b) request further information, or c) reject the Application.

Step 6: Review, Approval, and Proclamation by City Council

Should the City Manager choose to recommend and forward the Application on to City Council, appropriate steps will be taken to ensure that City Council reviews and votes to approve a Proclamation conferring Official District Designation.

1. Meaning of Official District Status

In addition to continuing all of the aspects of the relationship between the City and the District Organization that were established for Introductory District Designation, it is recommended that the following actions will be taken:

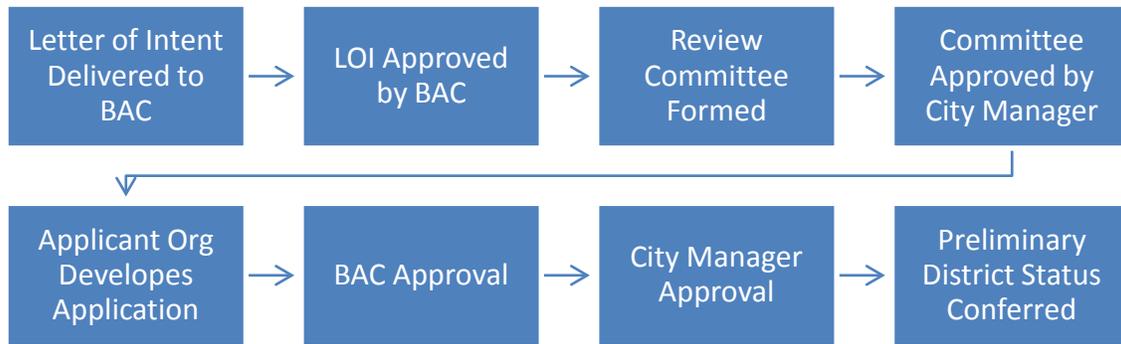
- i. District Responsibilities to the City
 - 1) Update the charter of the District Organization to formalize the relationship with the City.
 - 2) Assign a Board Position as liaison to the City.
 - 3) Provide yearly updates to the Boulder Arts Commission and City staff.
- ii. City Responsibilities to the District
 - 1) Significant Infrastructure Investments such as pedestrian traffic improvements, beautification, public art, or ...
 - 2) The creation of a fund or loan program to assist property owners with beautification improvements or renovation projects.
 - 3) Economic Development tools such as assistance in the creation of a special taxing district or tax incentive programs.
 - 4) Significant Communication Tools such as including mention of the District on City maps, way-finding and directional signs, ...

Term of Designation: Official District Designation is intended to be a permanent designation. A Withdrawal of Designation process is outlined in section VII of this policy.

4. **Causes for Rejection:** The Review Committee, BAC, City Manager, and City Council may decline to recommend, or reject an Application for any of the reasons below:
 - ii. Incomplete or Inaccurate Data
 - iii. Insufficient Evidence that the Review Committee's criteria has been met.
 - iv. Insufficient Evidence that the district will be sustainable.
 - v. Other reasonable causes pertinent to this policy.

6) WITHDRAWL OF DESIGNATION

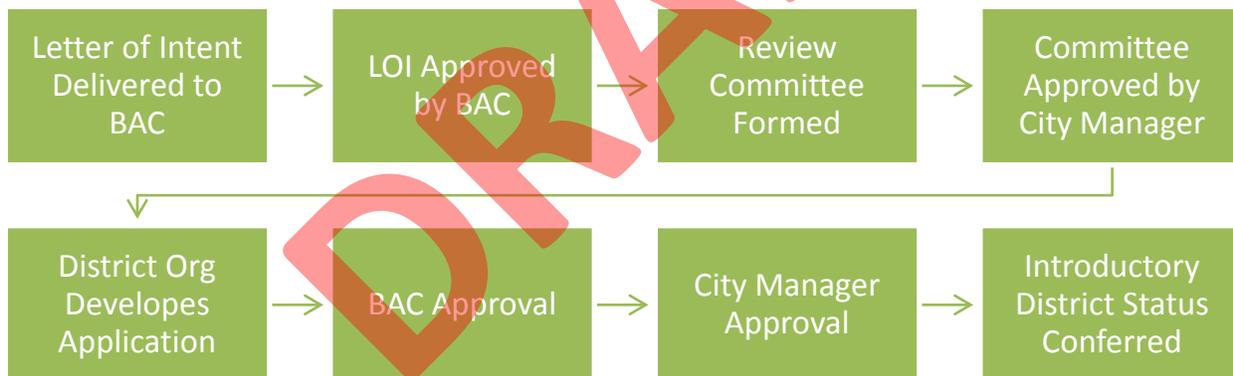
LEVEL ONE: PROVISIONAL DISTRICT DESIGNATION PROCESS



Upon Provisional District Designation, the City of Boulder will begin a cooperative arrangement with the founding organization. Under the terms of this agreement, the City will commit staff time for the goals of 1) providing tools for the District to achieve Introductory District Designation and 2) to provide official city support of the Founding Organization for the purposes of fundraising and planning.

LEVEL TWO: INTRODUCTORY DISTRICT DESIGNATION PROCESS

After a term of no less than 6 months, and no more than 5 years, the founding organization may choose to apply for Introductory District Designation.



Upon Introductory District Designation, the City of Boulder will create a community coordination committee to oversee the relationship with the District. The goal of this phase to 1) provide tools for the District to achieve Permanent Designation, 2) to provide official city support of the District for the purposes of fundraising and planning, and 3) to provide key investments in the District to support their strategic plan.

Each year the founding organization will be expected to update the information delivered in the proposal.

FINAL LEVEL: OFFICIAL DISTRICT DESIGNATION PROCESS

After a term of no less than 3 years the founding organization may choose to apply for Official District Designation



The goal of this phase is to 1) formalize the long-term relationship of the City with the district, 2) to provide City support in areas of economic development, planning, transportation, and infrastructure, and 3) to establish a cooperative framework wherein resources are mobilized to ensure the continuing sustainability of the district.

DRAFT

TO: Boulder Arts Commissioners
FROM: Matt Chasansky, City of Boulder—Art and Cultural Services
DATE: November 12, 2013
SUBJECT: Boulder Arts Commission Manager's Update

1. Notes on the Agenda:

a. Library Commission Dialog

Ann Moss, Anna Salim, and myself attended the Library Commission Meeting on November 6. In addition to Anna's excellent statements during the public comment period, there was a very good discussion between members of the Library Commission about several issues of importance to this body. It was the agreement of all members of the Library Commission that facilitating better communications between the two commissions, and the Library Foundation, would be a helpful next step.

b. Creative District Policy Draft

In addition to the ongoing discussions that have been part of previous BAC meetings, and can be found in past minutes, there have been conversations about this issue with the community. Specifically, this has occurred with representatives of the proposed NoBo Arts District during coordination meetings. Further, as directed at the last BAC meeting, Ann Moss has been working with me to develop the draft document that is within the Commission packet for this meeting.

It is important to understand that this draft document has not been approved or vetted by the appropriate City agencies. This is merely a conceptual draft that is to be used for the ongoing discussion.

c. Scholarship for Colorado Creative Industries Summit

Please refer to minutes from the past two meetings for the background on this discussion.

2. Other Matters:

a. Public Art

You will notice in the staff updates list below, that there is a greatly expanded list of public art projects. This section will now be used to update you on *all* public art projects currently underway by all city departments.

b. Exhibitions

During the Main Library renovation the Canyon Street Theater will be needed for library functions. Therefore, exhibitions will be suspended until construction is complete late in 2014.

3. Staff Program and Project Updates:

a. Accomplishments

- The Canyon Street Theater has seen an increase in rentals. This includes City Council, who will be using the Theater while their chambers are being renovated.
- The crowds have been growing at the Midday Meditations concerts. I personally had a gentlemen give me effusive compliments.

b. Cinema

- The Treasure of the Sierra Madre—12/1/2013 1:00PM—Canyon Street Theater
- Sans Souci Festival of Dance Cinema—12/4/2013 6:30 PM—Canyon Street Theater
- A Christmas Story Interactive Screening—12/14/2013 12:00 PM—Canyon Street Theater

c. Concerts

- Holiday Harps—12/7/2013 11:00 AM—Canyon Street Theater
- Midday Music Meditation—12/11/2013 12:00 PM—Canyon Street Theater
- Celtic Holiday Concert—12/15/2013 2:00 PM—Canyon Street Theater
- Essence of Larynx—12/17/2013 12:00 PM—Canyon Street Theater
- Holiday Jazz Concert—12/18/2013 7:00 PM—Canyon Street Theater

d. Dance

- Granny Dances to a Holiday Drum Sampler—12/11/2013 4:00 and 6:30 PM—Canyon Street Theater

e. Exhibitions

- Latinos Festival of the Americas—through 11/20/2013—Canyon Street Gallery
- Natural Connections: Yuki Mikle—close date tbd—Arts Resource Hall
- Kevan Krasnoff—close date tbd—Manager's Office

f. Public Art

- Library Renovation Project—selection phase
- 13th Street Plaza—design phase
- West Pearl Wayfinding—preselection phase
- Junction Place Bridge—design phase
- Baseline Underpass—design phase
- Diagonal Highway Gateway Landscape—design phase

g. Nobo Arts District

- A coordination meeting was held on November 14, 2013.

h. Cultural Plan

- A “Plan-to-plan” process will begin with stakeholder meetings in December.

Draft of Spark Grant Application

NOTE: Each dark blue header indicates a new web page in the application.

Spark Grant Information

Purpose Provides funding for projects that spark community interaction with the arts, contribute to a lively culture, and add to the vitality and vibrancy of Boulder. Words that could be used to describe your project may include original, innovative, risk-taking, out-of-the-box, emerging, etc.

Eligibility Individuals, artists and cultural organizations are eligible. Award of an Arts in Education Grant or Major Grant will make the recipient ineligible for a Spark Grant during the same calendar year.

Maximum Award \$1000

Deadline to submit applications

Round 1 - 5 p.m., Wednesday, January 8, 2014

Round 2 - 5 p.m., Wednesday, April 2, 2014

Round 3 - 5 p.m., Wednesday, July 2, 2014

Round 4 - 5 p.m., Wednesday, October 1, 2014

General Application Requirements

Residency Applicants must be either individuals residing in, or nonprofit organizations headquartered in, Boulder. Note: Addresses with a postal zip code beginning with 803 will be considered as residing in Boulder. Post office boxes are not accepted.

Contractual Age All applicants must be of legal contractual age as defined by the state of Colorado (18).

City of Boulder Conflict of Interest City employees are not eligible to receive grant funding for personal proposals. Funding for City of Boulder programs, and/or collaborations may be considered.

Good Standing Applicants must be in good standing with the Boulder Arts Commission having met agreed-upon deadlines for any previous BAC-sponsored project, and/or made good faith efforts to comply with BAC requests regarding previous projects.

Civil Rights Act Compliance All applicants must comply with Title VII of the U.S. Civil Rights Act of 1964 and Section 504 of the Federal Rehabilitation Act of 1973 to the end that no person in the United States shall, on the grounds of race, color, national origin, physical or mental handicap, sex or religion, be excluded.

Location: The product (performance, piece of art, etc.) funded in whole or in part by the BAC must be provided to the Boulder community. Any product that receives other funding may be held in another municipality or area, provided that at least one performance is provided within Boulder Valley as defined in the Boulder Valley Comprehensive Plan, and is for the direct benefit of the Boulder community.

Time Frame Major and Spark Grant projects must be completed by December 31 of the year of award. Arts in Education Grant projects are allowed to carry over to the subsequent year.

Venue Confirmation Unless the applicant owns/operates the venue in question, all applications must include a letter of commitment from the venue(s) involved indicating project dates and rental fees. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted. A contract with the venue including the project dates and rental fees is an acceptable alternative.

Partner/Collaborator Commitment If other individuals or organizations are partnering with the applicant to make the project possible, a letter of commitment from each collaborator must be submitted as an attachment. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted.

Exclusions Funds will not be provided for: Projects that have occurred before the grant deadline, capital projects, fundraising events, the purchase of alcohol, receptions, equipment purchases, general operating budgets and/or salaries for employees, performance seasons, debt reduction, travel, art therapy, undergraduate or student projects or production of promotional materials such as a compact disc, videotape, brochure, etc.

Application Method Applications will only be processed through the Arts Grant Program website: www.boulderarts.org
With the exception of the Open Grants, applications received in any other way will not be considered.

Review Process

Deliberation Grant proposals are reviewed at the Boulder Arts Commission (BAC) meeting the month of the application deadline and funding decisions are announced at the meeting.

Evaluation of Applications Funding in previous years does not imply continued support. Each application is reviewed anew in the context of current policies and applications. Organizations that have received repeated funding should be aware that the BAC looks for indication of growth and a fresh approach to their work.

Evaluation Criteria and Scoring Schema Weights Spark Grant proposals will be evaluated in light of these general criteria:

PROJECT NARRATIVE

Is of a High Overall Artistic Quality The project narrative indicates the ability to achieve high overall artistic quality. (weighted at 10% of score)

Promotes Artistic Diversity and Innovation The project creates art that is unique, innovative and promotes artistic diversity. (weighted at 15% of score)

Plans for Documentation of the Project Plans for documentation appear complete and appropriate for the project. (weighted at 5% of score)

COMMUNITY IMPACT

Attracts a Substantial and Diverse Audience Marketing plans for the project are well defined, with a clear target audience and methods for reaching them. (weighted at 10% of score)

Is of Benefit to the Residents of Boulder The project has clear realizable plans to engage the community, sparking interaction and conversation about art. (weighted at 20% of score)

DEMONSTRATES A REASONABLE BUDGET AND NARRATIVE EXPLANATION (weighted at 5% of score)

ADDITIONAL SPARK GRANT RATING CRITERIA The proposed project is original, innovative, risk-taking, out-of-the-box and/or emerging. (weighted at 35% of score)

Grant Awards

Notifications and Dispersal of Funds Staff notifies all applicants of recommendations and declined proposals, and begins the process of having checks cut and collecting any necessary supporting documents and information. Recipients are notified when checks are ready to be picked up and must make an appointment to sign contracts and pick up grant checks.

Award Amount The BAC reserves the right to adjust the amount of a grant award offered to an applicant. There are no restrictions as to the minimum amount that may be requested in a grant category.

Award Limitations An individual or organization may only be awarded one grant per year. An individual may not be awarded a grant on behalf of an organization if that organization has already been awarded a grant. Additionally, award of a Major Grant in a given year will make the recipient ineligible for Major Grant competition in the subsequent year.

Immigration Affidavit for Individuals The State of Colorado law requires proof of legal residency at the time of grant check pick-up.

IRS Taxation Grant awards are non-transferable. Grant awards are taxable and are reported to the federal government. Upon award, a current IRS form W-9 must be submitted for the City of Boulder Finance Department records for each grant recipient, whether the recipient is an individual or an organization. The W-9 must be in the same name as the grant recipient named on the grant application. Failure to supply the corresponding W-9 number will invalidate the grant award.

Issuance of Funding Checks Except for the Spark Grant, which is funded at 100 percent at the outset, all project grant categories 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 BAC approval of the Grant Budget Report which is required one month after the project is completed. Failure to submit a final Grant Budget Report will result in permanent loss of the final 20 percent funds and also in ineligibility to apply for future grants.

Contract When the check is ready for pick-up, the recipient will be contacted by staff to make an appointment to sign a grant project contract with the City of Boulder. In the contract, the recipient will indicate the completion date of the project and the date a grant budget report will be submitted to the BAC through the on line system (required one month after the project is completed).

Acknowledgment of BAC Funding All publicity for BAC-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 [BAC logo](#) may be used.

Required Reporting on Funded Projects

Time Frame for Reporting The grant budget report is due one month after the project is completed.

Method Reporting is done through the on line system that the BAC uses at bac.culturegrants.org. Log in with the same user name and password utilized to submit the application for funds. The reporting form is found under Applications: My Data. Click on the first small blue icon out to the right of the appropriate report document which will indicate “link to formset” as the computer mouse nears it.

Change in Project Completion Date If circumstances change in any way that will delay the recipient’s ability to complete the project and the report promised in the contract, it is the recipient’s responsibility to notify the Commission in advance of the original report deadline. Submit a letter addressed to the Arts Commission with an update on the project status and a request to change the project completion date and report due date (*specific dates are required in the letter*). Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted.

Responsibility **The grant budget report due date is the recipient’s responsibility to remember.** The BAC recommends that the recipient use whatever means will be successful to provide an alert that the report is due shortly. It is also recommended that the reporting document be explored in advance to become familiar with the information that will be required. **There is no grace period for the report; the BAC does not issue reminders.**

Consequence of Delinquent Report **Unless an extension request is filed with the BAC and approved in advance of the due date, a late report will result in loss of any remaining BAC funds attached to the grant project. Additionally, until the report is turned in and approved, the grant recipient and any individuals or organizations attached as collaborators on the project will no longer be eligible to apply for BAC grant funds.**

[check box] I certify that I have read the above information and that this project meets the BAC’s eligibility requirements and, if a funding award is made, will continue to comply with the BAC’s requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

Applicant Information

Discipline [\[pull down menu\]](#)

If Multi-Discipline, please indicate which disciplines are included _____

Applicant (To what name would the grant check be written if awarded?)

[\[check box\]](#) Individual: First _____ Last _____

[\[check box\]](#) Non Profit Organization _____

Applicant Mailing Address (Must be a Boulder street address; Post Office boxes are not accepted.)

Street Address _____

City _____

State _____

Zip Code _____

Applicant Organization Contact Name _____ [\[for Org. applicant only\]](#)

Applicant Contact Email _____

Applicant Contact Phone _____

Length of Residency [\[for Ind. applicant only\]](#)

Grant Writer (if different from above)

Name _____

Email _____

Phone _____

Project Director (if different from above)

Name _____

Email _____

Phone _____

Annual Budget _____ [\[for Org. applicant only\]](#)

Number of FTE (Full-time Equivalent Employees) _____ [\[for Org. applicant only\]](#)

Number of Volunteers _____ [\[for Org. applicant only\]](#)

Date Established _____ [\[for Org. applicant only\]](#)

Project Information

1. Project Title: (50 character)
2. Project Summary (a brief overview of your project): (500 character limit)
3. Overall Calendar for project (dates of planning, preparation, execution and evaluation): (500 character limit)
4. Project Completion Date (This is the last day of any public event related to the project)
5. Report Due Date (One month following the project completion date)
6. Where will this project take place? **NOTE: Unless the applicant owns/operates the venue in question, all applications must include a letter of commitment from the venue(s) involved indicating project dates and rental fees. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted. A contract with the venue including the project dates and rental fees is an acceptable alternative.** If the applicant owns or operates the project venue, please make mention of this here. (250 character limit) *
7. Who are your partners/collaborators? List groups, agencies, schools, or any other individuals who will be involved in the activation of this project. **NOTE: If other individuals or organizations are partnering with the applicant to make the project possible, a letter of commitment from each collaborator must be submitted as an attachment. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted.** If this is a solo project with no partners beyond the applicant, respond with “None.” (500 character limit)
8. Have you previously been awarded any Boulder Arts Commission Grants? Which type and what year(s)? (500 character limit)

Project Narrative & Community Impacts

PROJECT NARRATIVE Briefly describe what you propose to do and how you plan to accomplish it. (1500 character limit)

Project Artistry, Diversity and Innovation Describe how the proposed project will create art that is unique, innovative and promotes artistic diversity. (1000 character limit)

Plans for Documentation List the proposed documentation you will present as proof of project completion, in addition to the required budget report. (1000 character limit)

COMMUNITY IMPACT Briefly describe how your project will achieve community engagement, interaction and conversation. How will it add to Boulder's unique identity as an arts destination? (1500 character limit)

Reaching a Substantial and Diverse Audience How many people are you planning to reach with your project? Who is your target audience? How will you market your project to reach this audience? (1500 character limit)

Community Benefit Give details as to how this project directly benefits and engages the residents of Boulder. (1000 character limit)

Budget Narrative & Summary

BUDGET NARRATIVE

Use of BAC Grant Funds Please specify how the BAC funds would be used. (1000 character limit)

[Budget table as is from previous form.]

Can the in-kind field be auto filled?

Please list in-kind services and amounts. Donated space, supplies, volunteer services (also known as in-kind contributions) are goods and services that are donated by individuals or organizations other than the applicant. These same items **must** be listed in the projects budget as direct costs (1000 character limit)

Explanation: Detailed breakdown and description of each pertinent category in your budget (1000 character limit)

Support Materials, Signature & Submission

Attach the following support materials as indicated. **Please submit pdfs and/or jpgs for all supplemental materials except video and audio.**

Click the Upload button to upload new files. Enter title and description.
Click Submit. Your files will appear below the folder name and folder size.

Hover over the thumbnail of a file, click and hold to drag it to a different place in the order. Hover the mouse icon under the thumbnail to Edit a file. Hover the mouse icon under the thumbnail to Move or Copy a file to a different folder.

The system may require you to save between uploading files. If you encounter difficulty, click Save at the bottom of the page and attempt again.

[Upload browser as is from previous form.]

Organization Supplementary Materials Attach documents that provide structure, mission statement, vision statement, brief history, programs, services, and community you serve. [check box]

Individual Supplementary Materials Attach a current resume and artist statement. [check box]

Projects Supplementary Materials: Attach photographs, audio, video, press cuttings, etc. that speak to your ability to achieve similar or better results in this proposed project. [check box]

Letter of Venue Confirmation (Unless the applicant owns/operates the venue in question, all applications must include a letter of commitment from the venue(s) involved indicating project dates and rental fees. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted. A contract with the venue including the project dates and rental fees is an acceptable alternative.) [check box]

Letter of Partner/Collaborator Commitment (If other individuals or organizations are partnering with the applicant to make the project possible, a letter of commitment from each collaborator must be submitted as an attachment. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted.) [check box]

Submission and Signature

[Certification text, signature and submission instructions as is from previous form.]

TO: Boulder Arts Commissioners

FROM: Matt Chasansky, Arts and Cultural Services Manager

DATE: November 15, 2013

SUBJECT: Revisions to Recommended 2014 Grants Guidelines and Procedures

On pages 1 – 7 following this memorandum is recommended language for guidelines and procedures for the structure of the 2014 grant program. These details were approved by the BAC at the October 16, 2013 meeting. At the October meeting Anna Salim and Felicia Furman agreed to work with staff on revising grant applications to match the new language outlined within. Their efforts resulted in changes to the review criteria (top of page 4) that were deemed worthy of an additional review by the Commission.

As the Spark Grant application was the initial document to be processed for the 2014 grant program, some few changes were made to the language regarding that grant category as well (bottom of page 4).

Please review both of these sections for comment and/or approval at the next meeting. Thank you.

Boulder Arts Commission
2014 Arts Grant Program Procedures
Adopted October 16, 2013

Charter/Ordinance:

- All of the guidelines or procedures outlined below function in service to the Arts Grant Program Ordinance (City of Boulder Revised Code, Chapter 14-1, Ordinances 4954 (1985) and 5541 (1993)). No guideline or procedure shall supersede the directives provided in the Arts Grant Program Ordinance.

About the Boulder Arts Commission (BAC):

Through cultural grant program funding, the Boulder Arts Commission (BAC) promotes and encourages the development and public awareness of literary, visual and performing arts in the City of Boulder.

The mission of the BAC is to enrich the lives of the Boulder community – its residents and visitors – through quality cultural arts experiences.

To achieve that mission, the BAC seeks to:

- Further the development of a dynamic arts community through encouraging artistic innovation, collaboration, public art and organizational stability.
- Increase awareness of, participation in, and access to the arts as a community-wide resource.
- Promote multicultural expression and participation in the arts through support of diverse ethnic cultures and artistic aesthetics.
- Create opportunities for Boulder artists and arts organizations to participate successfully in their communities.
- Act as an advocate on behalf of the arts in the public and private sectors.
- Foster a creative cultural climate in the community.

General Application Requirements:

1. **Residency**—Applicants must be either individuals residing in, or nonprofit organizations headquartered in, Boulder. Note: Addresses with a postal zip code beginning with 803 will be considered as residing in Boulder. Post office boxes are not accepted.
2. **Contractual Age**—All applicants must be of legal contractual age as defined by the state of Colorado (18).
3. **City of Boulder Conflict of Interest**—City employees are not eligible to receive grant funding for personal proposals. Funding for City of Boulder programs, and/or collaborations may be considered.
4. **Good Standing**—Applicants must be in good standing with the Boulder Arts Commission having met agreed-upon deadlines for any previous BAC-sponsored project, and/or made good faith efforts to comply with BAC requests regarding previous projects.
5. **Civil Rights Act Compliance**—All applicants must comply with Title VII of the U.S. Civil Rights Act of 1964 and Section 504 of the Federal Rehabilitation Act of 1973 to the end that no person in the United States shall, on the grounds of race, color, national origin, physical or mental handicap, sex or religion, be excluded.
6. **Location**—The product (performance, piece of art, etc) funded in whole or in part by this grant program must be provided to the Boulder Community. Any product that receives other funding may be held in another municipality or area, provided that at least one performance is provided in the Boulder and is for the direct benefit of the Boulder Community.
7. **Timeframe**—All grant projects must be completed by December 31 of the year of award, with the exception of Arts in Education Grant projects which are allowed to carry over to the subsequent year.
8. **Venue Confirmation**—Unless the applicant owns/operates the venue in question, all applications must include a letter of commitment from the venue(s) involved indicating project dates and rental fees. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted. A contract with the venue including the project dates and rental fees is an acceptable alternative.
9. **Partner/Collaborator Commitment**—If other individuals or organizations are partnering with the applicant to make the project possible, a letter of commitment from each collaborator must be submitted as an attachment. Letters should follow the normal business standard, on letterhead when possible and signed by the author; email correspondence is not accepted.
10. **Exclusions**—Funds will not be provided for: Projects that have occurred before the grant deadline, capital projects, fundraising events, the purchase of alcohol, receptions, equipment purchases, general operating budgets and/or salaries for employees, performance seasons, debt reduction, travel, art therapy, undergraduate or student projects, or the production of promotional materials (compact disc, videotape, brochure, etc.)
11. **Application Method**—Applications will only be processed through the Arts Grant Program website: <http://www.boulderarts.org/>. With the exception of the Open Grants, Applications received in any other way will not be considered.

General Guidelines:

1. **Award Amount**—The Boulder Arts Commission reserves the right to adjust the amount of a grant offered to an applicant.
2. **Award Limitations**—An individual or organization may only be awarded one grant per year. An individual may not be awarded a grant on behalf of an organization if that organization has already been awarded a grant.

General Criteria:

Upon meeting the ordinance eligibility criteria detailed in Boulder Code (Chapter 14-1-2), proposals will be put forward for review by the Boulder Arts Commission. The BAC will score all applications based on the following general criteria:

1. Project Narrative

- **Is of a High Overall Artistic Quality** The project narrative indicates the ability to achieve high overall artistic quality.
- **Promotes Artistic Diversity and Innovation** The project creates art that is unique, innovative and promotes artistic diversity.
- **Plans for Documentation of the Project** Plans for documentation appear complete and appropriate for the project.

2. Community Impact

- **Attracts a Substantial and Diverse Audience** Marketing plans for the project are well defined, with a clear target audience and methods for reaching them.
- **Is of Benefit to the Residents of Boulder** The project has clear realizable plans to engage the community, sparking interaction and conversation about art.

3. Demonstrates a Reasonable Budget and Narrative Explanation

Specific Guidelines:

Major Grant

Purpose: Provides funding for organizations for high quality, large scale projects that benefit the community.

- Application Requirements:
 1. Only non-profits with 501(c)3 status, or organizations partnered with a 501(c)3 fiscal agent are eligible for major grants.
 2. Applicants may not be awarded a Major Grant in two consecutive years.
- Additional Rating Criteria:
 1. Is Substantially Impactful to the Community
 2. Demonstrates Other Pending or Secured Funding Sources
- Maximum Award: \$10,000
- Total Available Funding: \$100,000

Spark Grant

- Purpose: Provides funding for projects that spark community interaction with the arts, contribute to a lively culture, and add to the vitality and vibrancy of Boulder. Words that could be used to describe your project may include original, innovative, risk-taking, out-of-the-box, and/or emerging
- Application Requirements:
 1. Individuals, artists, and cultural organizations are eligible.
- Additional Rating Criteria:
 1. Is original, innovative, risk-taking, out-of-the-box and/or emerging.
- Maximum Award: \$1,000
- Total Available Funding: \$20,000

Note: The 2014 Arts in Education Grant category will be divided into two new grants: the Cultural Field Trip Grant and the Art Program Grant.

Arts in Education Grant

- Maximum Award: \$3,000
- Total Available Funding for Both Arts in Education Grants: \$45,000

Cultural Field Trip

- Purpose: Provides opportunities for children in the City of Boulder to visit arts exhibitions, performances, museums, and be engaged in cultural experiences.
- Application Requirements:
 1. School principals, administrators, or educators with the approval of their school administrators, are eligible.
 2. Home school associations are eligible contingent upon demonstrating that a significant number of students will be committed to the activity.
- Additional Rating Criteria:
 1. Impacts a Significant Number of School Children
 2. Has a Strong Lesson Plan that Takes Advantage of the Cultural Destination or Event

Program Grant

- Purpose: Provides funding for programs in which individuals can participate in and learn about art.
- Application Requirements:
 1. Individuals and 501(c)3 non-profit organizations are eligible.
 2. If working with schools, applicant must provide a letter from the school administrator confirming ability for students to participate in the program.
- Additional Rating Criteria:
 1. Contributes to Greater Program Curricula
 2. Demonstrates Sound Classroom Practices for the Arts (When Applicable)
 3. Promotes a Lifelong Interest in Culture

AFTA Convention / Colorado Creative Industries Conference Scholarships

- Purpose: Enriches the community of arts leaders by providing funds to attend the Americans for the Arts convention or the Colorado Creative Industries Conference at which they can learn about best practices, become acquainted with exemplary programs, and network with other arts professionals to message about Boulder's community. Note: individuals awarded a grant will be required to participate in a "Teach-out" event to share their experience with the community.
- Application Requirements:
 1. Individuals are eligible to receive Arts Scholarship Grants.
- Rating Criteria
 1. Active in the Boulder Arts Community
 2. Will Utilize the Experience for Improvement of Boulder Organizations
- Maximum Award: \$1,000
- Total Funding Available: \$5,000

Arts and Business Collaborative Grant
Discontinued for 2014.

Theater Rental Grant

Discontinued for 2014. Organizations wishing to fund the rental of a venue may apply under the Major Grants category.

Open Grants

- Purpose: Funds collaborative, cultural initiatives that are of interest to the Boulder Arts Commission, and are of a general benefit to the entire community. Note: These grants are open to invitation only, and are generated by nomination from members of the BAC.
- Application Requirements:
 1. A single nonprofit organization or City of Boulder agency must be the primary applicant. Other partner agencies may also be listed.
 2. A Letter of Intent must be sent to a member of the BAC. That commissioner may then elect to nominate the project before the entire BAC. Note: members of the BAC may respond to a Letter of Intent at their discretion, and are under no obligation to support a Letter of Intent for any reason.
 3. The nominating commissioner will present the Letter of Intent at a BAC meeting. Discussion will be held to establish the requirements of the proposal. Criteria additional to those in other grants may be established by the BAC for specific applications.
 4. The nominating commissioner will work with the organization to generate a proposal that fulfills the requirements that are defined by the BAC before it is presented for final review.
- Rating Criteria
 1. Broad Community Impact
 2. Multiple Organizations Involved
 3. Potential for Lasting Effects
- Maximum Award: The amount of awards is decided on a case-by-case basis.
- Total Funding Available: Funding for these grants is established based on the balance of unallocated funds. This budget may change throughout the year.

2014 Funding Allocation:

Grant	Allocation
Major Grants	\$100,000
Name TBD (Mini Grants)	\$20,000
Education Grants (Cultural Field Trip and Art Program)	\$45,000
Arts Scholarship Grants	\$5,000
Unallocated Funds	\$62,234
TOTAL:	\$232,234

Procedure Steps:

For each specific grant category (except the Open Grants), the following steps will be taken in the review process:

1. Grant Options Advertised: Available grant categories and schedule of deadlines for the upcoming year are announced at <http://www.boulderarts.org/> at the end of each calendar year. With the exception of Open Grants, all applications and reporting are submitted online through this website.
2. Q&A Session: Prior to the application close, a session will be provided for potential applicants to ask questions about the process.
3. Application Close: Arts staff, having overseen the application process, review the submissions for required elements, clarifying with the BAC chair any need for further information from applicants and/or disqualifications.
4. Online Review: Applications are released to the Commissioners who complete the preliminary online review to score each proposal.
5. Public Meeting: The BAC meets to discuss scored proposals. Commissioners vote to accept or deny each application.
6. For Major Grants only, the acceptance of the BAC serves as a recommendation to City Council for their review. City Council then votes to accept or deny each application for final approval.
7. Processing of Funding Recommendations: Staff document the process and contact all applicants with funding results. Funding recipients are advised of any additional paperwork required to begin the process of distributing funds.
8. Contracting: Further steps and obligations may be required, and will be defined in a contract.
9. Funding Distribution: Staff coordinates the distribution of funds, project tracking, communications, and evaluation.
10. Final Report Review: As necessary, final reports and/or grant budget reports are submitted online by the funding recipients according to the agreed-upon project completion date. Reports are reviewed by the BAC at the next public meeting. Approved reports allow for the release of any remaining grant funds connected to the award, and keep the applicant in good standing for future BAC applications.

Roles:

BAC Commissioners:

- Responsible for the approval of granting structure, guidelines, and procedures.
- Review applications and completes a preliminary score using the online review system.
- Respond to questions during the Q&A Sessions which occur prior to each significant grant deadline.
- Act as sponsors to proposals for the Open Grants category.
- Vote to accept or deny the recommendation of each application. In the case of Major Grants, this acceptance takes the form of a recommendation for review by City Council.
- Review final reports and budget reports.

City Council:

- Review the recommended applications of the BAC and vote to accept or deny the final approval of each Major grant (except the Title TBD Grants).

Staff:

- Facilitate BAC meetings.
- Coordinate the online grant applications system.
- Contribute to the discussion and provide information to the process as requested by the BAC.
- Coordinate the distribution of grant funds, , and the completion of final reports or budget reports.
- Maintain records of grant projects and corresponding financial records, grant category budgets, and other Arts Commission business.



October 26, 2013

To the Boulder Arts Commission,

This letter is a request to extend my deadline in filing the 2013 Mini Grant Report for the "One Voice – Fearless!" project.

The concerts took place during the Boulder Fringe Festival, September 17-28 and I will be receiving my final read-outs/pay-outs from the Festival by the end of October. I realize that my report is due October 29, but request a two week extension to complete all information.

Thank you for the grant which helped to make this project a success, and thank you for your consideration in the extension of my report deadline.

Sincerely,

A handwritten signature in cursive script that reads "Mary Wohl Haan". The signature is fluid and extends to the right.

Mary Wohl Haan

Artistic Director, HAAN Dances
260 S. 38th St. Boulder, CO 80305
303-494-6396, wohaan@cybox.com
www.haandances.com

November 11, 2013

Dear Boulder Arts Commission:

I received an Arts in Education Grant from the commission in February of 2013 to facilitate and teach a dance program at Boulder High School. The project was scheduled to be completed by the end of 2013. I have been in contact with Boulder High School continually since March of 2013 to try to get a start date for this project to no avail. Since this past summer I have been researching other opportunities in order to fulfill the goals and objectives for the grant I received. I have just found one and am in the process of tying up loose ends to this dance program approved so that I may begin to implement and complete the work I set out to do when applying for this grant in February.

Would it be possible to get an extension on the budget report for this grant so that I may fulfill my obligations as a recipient of the Arts in Education grant?

Thank you for your time.

Sincerely,

Joanna Rotkin
Artistic Director of TinHOUSE Experimental Dance Theatre
www.tinhouse.weebly.com



**BOULDER MUSEUM OF
CONTEMPORARY ART**

November 15, 2013

Boulder Arts Commission
1101 Arapahoe Ave.
Boulder, CO 80302

Dear Boulder Arts Commission,

On behalf of Boulder Museum of Contemporary Art (BMoCA), we are grateful for the Boulder Arts Commission's (BAC) 2013 Major Grant in the amount of \$4,000 in support of the 2013 presentation of *Your Brain on Art*. This letter is to provide BAC with an update on the project and to share that *Your Brain on Art* will be completed by April 2014. Upon completion, BMoCA will submit a final grant report by May 31, 2014 for the BAC's review.

Your Brain on Art is an interdisciplinary exploration of creativity and the mind that BMoCA presents in collaboration with the University of Colorado Boulder's Department of Psychology and Neuroscience. Since its launch in 2011, this three-part series of panel discussions has invited world-class scholars, artists, scientists, chefs, musicians, academics, and art historians to convene at BMoCA to discuss neuroaesthetics, creativity, and the mind to overwhelmingly positive response.

When BMoCA applied for and received the Major Grant for *Your Brain on Art* in January of 2013, the series was scheduled for three consecutive Thursdays beginning October 17, 2013. However, in the early spring of 2013 BMoCA began meeting with The Dairy Center for the Arts to develop Boulder Arts Week, a citywide event that would raise awareness of and celebrate the diverse artistic offerings taking place throughout Boulder. While developing this collaboration, BMoCA decided to present *Your Brain on Art* in the fall of 2013 and again during Boulder Arts Week in spring of 2014 to capitalize on the program's proven ability to engage broad audiences, promote multidisciplinary collaborations, and attract media attention.

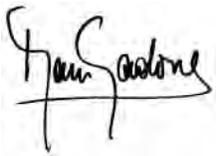
On October 24, 2013, BMoCA presented the first *Your Brain on Art* discussion with the support of the Major Grant. This program was titled "What Drives Creativity? Music and The Unexpected." BMoCA invited local jazz musician Otis Taylor, conductor Scott O'Neil of the Colorado Symphony, and Vijay Mittal, Ph.D. and Assistant Professor at the University of Colorado Boulder Department of Psychology and Neuroscience to explore how music has the power to alter brain rhythm and chemistry. The event was attended by 89 guests and recorded by Colorado Public Radio, demonstrating the ongoing popularity and widespread appeal of *Your Brain on Art*. On October 23, the *Colorado Daily* published an article about

this event, titled “At Boulder Museum of Contemporary Art, your brain, on art.” A link to the article is included herein: http://www.coloradodaily.com/arts/ci_24373715/at-boulder-museum-contemporary-art-your-brain-art.

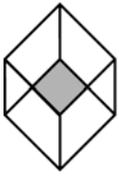
BMoCA will continue its presentation of the funded Your Brain on Art series on April 3, 2014. BMoCA has invited and confirmed the attendance of featured panelist Adam Anderson, Associate Professor of Psychology at the Affective and Cognitive Lab (ACLAB) of the University of Toronto, Canada.

The Major Grant is essential to the presentation of Your Brain on Art and we look forward to continuing to share the program’s successes. Thank you again for your support and engagement with BMoCA. Please do not hesitate to contact me should you have any questions or concerns.

With kindest regards,

A handwritten signature in black ink, appearing to read "David Dadone". The signature is stylized with a large, sweeping initial "D" and a long horizontal stroke at the end.

David Dadone
Executive Director



BOULDER COUNTY
arts alliance

November 15, 2013

Boulder Arts Commission
1101 Arapahoe Ave.
Boulder, CO 80302

Dear Members of the Boulder Arts Commission,

On behalf of Boulder County Arts Alliance (BCAA) and the Boulder Arts Week steering committee, it is a privilege to submit a revised proposal to the Boulder Arts Commission (BAC) to request \$25,000 in support of Boulder Arts Week.

Boulder Arts Week is scheduled for March 29-April 5, 2014 and represents the city's first large-scale, inclusive celebration of our community's vibrant arts and cultural offerings. This citywide event will heighten the visibility of Boulder's distinguished arts and cultural programming among Boulder and Boulder County residents. The 2014 presentation of Boulder Arts Week will include art walks, First Friday, exhibitions, performances, dance, music, theater, artist demonstrations, and symposia.

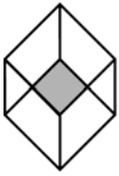
In early 2013, Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts (The Dairy) began a dialog about how to improve Boulder's visibility as a premier arts destination – both among residents and across the region - and to enhance support of, participation in, and funding for the arts in Boulder. This conversation inspired the concept of creating the city's first large-scale, citywide arts week, and BMoCA and The Dairy invited BCAA, Boulder Chamber of Commerce, Boulder Bach Festival, and CU Presents to join them in collaboration to continue developing the concept. From there, BCAA was appointed fiscal sponsor. Still in development, Boulder Arts Week has garnered widespread support and enthusiasm from a number of arts organizations, including: The Colorado Chautauqua Association, Catamounts, Boulder Ballet, Parlando, 3rd Law, Stories on Stage, and NoBo Arts District. The list of interested arts organizations and businesses continues to grow as the steering committee conducts community outreach that raises awareness of Boulder Arts Week.

Funding from BAC would enable the steering committee to move forward with plans to begin a marketing campaign and hire a dedicated Boulder Arts Week Project Manager in December who will lead high-level marketing strategies, management, and administration of Boulder Arts Week. BAC will be widely acknowledged as a presenting sponsor with logo and name placement on all Boulder Arts Week promotional materials, including: website (BoulderArtsWeek.org); event postcards, posters, advertisements, and merchandise; and standardized print and digital communications distributed among participating organizations. It is vital to the success of Boulder Arts Week to have the support of the City of Boulder and the Boulder Arts Commission. We look forward to partnering with the BAC to realize Boulder Arts Week and activate the arts in Boulder.

Thank you for your consideration of this request.

Sincerely,

Charlotte LaSasso
Executive Director
Boulder County Arts Alliance
charlotte@bouldercountyarts.org



BOULDER COUNTY arts alliance

November 15, 2013

Boulder Arts Commission
1101 Arapahoe Ave.
Boulder, CO 80302

PROPOSAL FOR BOULDER ARTS WEEK 2014

A BRIEF OVERVIEW OF BOULDER ARTS WEEK

Boulder County Arts Alliance (BCAA), in collaboration with a steering committee comprised of Boulder Museum of Contemporary Art (BMoCA), The Dairy Center for the Arts (The Dairy), Boulder Bach Festival, CU Presents, and Boulder Chamber of Commerce would like to request a \$25,000 sponsorship award from the Boulder Arts Commission (BAC) in support of the inaugural presentation of Boulder Arts Week. Boulder Arts Week will be a citywide celebration of Boulder's vibrant artistic and cultural offerings, including the visual arts, film, music, theatre, dance, public art, and performance, and is scheduled for the week of March 29-April 5, 2014.

ARTS COLLABORATION

Beginning in 2013, BMoCA and The Dairy began brainstorming a widespread arts collaboration to elevate Boulder's position as an arts destination by increasing the visibility of its diverse cultural offerings. These conversations led to BMoCA and The Dairy envisioning a large-scale event that would unite Boulder's multiple cultural organizations, and highlight the vibrant and diverse programming that exists within the community. From there, BMoCA and The Dairy invited arts organizations to participate in brainstorming meetings. These meetings led to the development of the concept of a citywide arts week, and a series of focus group meetings took place with members of BCAA, Boulder Bach Festival, CU Presents, and Boulder Chamber of Commerce. A steering committee comprised of these organizations, including BMoCA and The Dairy, was formed and BCAA was appointed fiscal sponsor.

EXECUTIVE SUMMARY

Scheduled for March 29-April 5, 2014, Boulder Arts Week is the first comprehensive arts and cultural event of its kind in Boulder. Modeled closely on similar events happening nationwide, Boulder Arts Week will be an inclusive arts collaboration that celebrates Boulder's diverse cultural offerings and will serve to position Boulder as a premier destination for experiencing the arts. The week will feature visual arts exhibitions, dance, performances, music, artist demonstrations, art walks, First Friday in NoBo Arts District, and symposia. Based on recorded attendance at other art weeks throughout the country, the steering committee anticipates up to 10,000 resident and non-resident visitors will attend Boulder Arts Week.

On August 16, 2013 BCAA administered an open-participation electronic survey that provided the steering committee with irrefutable evidence of the creative sector's interest and participation in Boulder Arts Week (enclosed with this proposal). According to the survey, 100% of respondents (representing 21 various arts and culture organizations) expressed interest in participating in Boulder Arts Week. Similarly, 100% of respondents expressed an interest in collaborating with other arts organizations in the Boulder community. The program dates of March 29-April 5, 2014 were approved based on survey respondents having an existing program calendar, availability and space to participate, and with the goal for Boulder Arts Week not to compete with or detract from other important seasonal events that generate revenue for the City of Boulder.

Access initiatives, including free or reduced admission, educational tours, and extended hours, will be implemented at the discretion of each participating organization and strongly encouraged by the steering committee. With corporate sponsorship and the participation of multiple and diverse arts organizations, Boulder Arts Week will serve to elevate the arts in the consciousness of Boulder residents and visitors.

Boulder Arts Week will enable participating organizations to heighten visibility of their existing programs and provide a platform for the creation of new programs and events specifically for this celebration. The successful launch and presentation of Boulder Arts Week will be advanced through the acquisition of a dedicated Project Manager who will be hired by the steering committee. The position's salary will be supported by event sponsorships and administered by BCAA. This individual will be responsible for comprehensive project-management duties (under the oversight of BCAA), including: 1) Stewarding the approved Boulder Arts Week marketing plan; 2) Maintaining the Boulder Arts Week marketing budget; 3) Establishing public and media relations, including being a spokesperson and media contact for Boulder Arts Week; 4) Launching and maintaining the Boulder Arts Week website (BoulderArtsWeek.org), events calendar, and social media presence; 5) Fostering community outreach for Boulder Arts Week; and, 6) Overseeing donor relations and fundraising efforts. This temporary position will be filled in December 2013 and will continue through Boulder Arts Week. This timeframe will allow the steering committee to conduct a thorough search and interview process, and provide sufficient time to complete four months of planning, implementation, and administration for Boulder Arts Week.

Boulder Arts Week strives to be an annual event. Each year, this event will provide Boulder's established and emerging organizations with a comprehensive platform for reaching new audiences. By fostering a model of collaboration, all organizations will benefit from a combined effort to put Boulder on the map as an innovative and creative community.

GOALS AND OBJECTIVES

The objective of Boulder Arts Week is to enhance visibility of the arts within the local community and raise awareness of Boulder's artistic innovation throughout the region, positioning the city as a premier arts destination. The participating organizations will benefit from this widespread collaboration, enabling each to expand their audiences and engage more members of the community with their mission and programming. Boulder Arts Week will provide Boulder's creative sector with a marketing umbrella from which every single Boulder-based arts and cultural organization will have an opportunity to participate in an inclusive citywide celebration of the arts.

The target audience for Boulder Arts Week includes: 1) City of Boulder residents who regularly attend cultural events; 2) Boulder County residents who travel to Boulder for cultural events; 3) Existing constituents of Boulder's arts and culture organizations; 4) Cultural tourists from outside the state of Colorado who visit Boulder during Boulder Arts Week; and, 5) Individuals who have never or rarely attend a cultural event in Boulder, but who were made aware of a cultural event or organization through Boulder Arts Week.

The goals of Boulder Arts Week are to: 1) Raise awareness of Boulder's arts and cultural offerings and organizations within the Boulder community and throughout Colorado; 2) Increase local business, individual, and government support of the arts in Boulder; 3) Promote collaboration among arts and cultural organizations; and, 4) Position Boulder as an arts destination.

MARKETING BOULDER ARTS WEEK

According to the 2011 Boulder County Trends Report published by The Community Foundation Serving Boulder County, a majority (70%) of attendees at local art events are residents of Boulder County, and nearly one third of attendees travel to Boulder County for art events. These numbers strongly suggest the opportunity to tap into existing audiences while engaging new audiences through a large-scale, comprehensive event like Boulder Arts Week.

A primary outcome for the presentation of Boulder Arts Week is to establish Boulder as a premier arts destination. Thus, a robust and aggressive marketing plan is essential. The steering committee has approved the following marketing strategies for the 2014 presentation of Boulder Arts Week: 1) Advertisements in print and digital media, including the Boulder Weekly, Denver Post, Daily Camera, and Pandora; 2) Promotion and up-to-the-minute information about Boulder Arts Week through Facebook, Twitter, Pinterest, Instagram, YouTube, and Vimeo; 3) Print materials, including standardized 2014 Boulder Arts Week postcards (shared and distributed among all arts and culture organizations in Boulder); event posters, fliers, and signs for businesses to display their support of Boulder Arts Week; 4) Launch of the Boulder Arts



BOULDER COUNTY arts alliance

Week website (BoulderArtsWeek.org) that includes information about Boulder, where to stay, Boulder's history, what to do, transportation and parking, dining and night life, and an interactive events calendar that can be viewed online, via mobile phone, or printed; and 5) The creation and implementation of Boulder Arts Week brand identity, logo, and graphic design.

Vermillion, a Boulder-based 25-person design firm, has pledged its in-kind support of Boulder Arts Week. Vermillion has begun creating a graphic identity for the citywide event, including logo design and print and digital branding.

RECOGNITION OF BOULDER ARTS COMMISSION AS PRESENTING SPONSOR

As Presenting Sponsor of Boulder Arts Week, BAC will be acknowledged through logo placement on all marketing materials, including: Boulder Arts Week website, websites of participating organizations, advertisements, and all event related print and digital communications. BAC will also be verbally recognized and thanked as the sponsor at all events. Members of the BAC will be invited to attend all events as guests of honor and will also be invited to share their mission with the audience, either through a welcome announcement or printed materials. BAC is ensured enhanced visibility through its involvement with Boulder Arts Week. We look forward to increasing positive publicity and heightened visibility of the BAC throughout the Boulder community, and we are eager to create a sponsorship benefits package that advances the goals of the BAC.

SPONSORSHIP BENEFITS

Each sponsorship package and associated benefits will be informed by the strong sponsorship expertise that each organization on the steering committee brings to the table. Under their guidance, the Project Manager will design packages that best serve the needs and goals of the individual, corporation, or private funder of Boulder Arts Week. The steering committee has begun to lead this effort with the oversight of the BCAA.

In partnership with the Boulder Arts Week Project Manager, the steering committee will continue to lead sponsorship and fundraising efforts to continue to diversify its financial resources for Boulder Arts Week. The following sponsorship benefits will be provided at the \$25,000 level: 1) Logo/ name placement on all marketing materials, including: event postcards, Boulder Arts Week website, print and digital advertisements, color posters distributed to participating organizations and businesses, prominently displayed in windows, and Boulder Arts Week merchandise; 2) Public recognition of support during event opening remarks and receptions; and 3) Invitation as guests of honor to Boulder Arts Week kick-off events including an opportunity to publicly address attendants.

Additional packages will be created, ranging in sponsorship levels from \$100 – \$24,999. One goal of the steering committee is to offer the opportunity for everyone to sponsor this important initiative, from the individual to the corporation.

HOW WILL THE COLLABORATION WORK

BCAA will maintain the responsibilities of a fiscal sponsor through the Boulder Arts Week project. The steering committee has worked together to develop the concept of Boulder Arts Week, and subsequently garnered widespread local support for the event. The steering committee will hire a Project Manager who will begin working on marketing, sponsorships, and additional recruitment of arts organizations. The steering committee will guide the Project Manager and continue to focus their efforts on specific initiatives, including sponsorship requests for Boulder Arts Week. Members of the steering committee will also contribute their resources toward substantial marketing and outreach efforts, including social media updates and information, electronic newsletters, and donor relations. As of the date of this proposal, 21 arts organizations along with the Boulder Chamber, Colorado Visitors Bureau, and Downtown Boulder, Inc. have pledged their support for Boulder Arts Week (please see the letters of support enclosed with this proposal).

The Boulder Chamber of Commerce has committed its resources to foster business involvement in Boulder Arts Week. Through program development that focuses on convening and catalyzing conversations, the Boulder Chamber will engage local businesses with the mission, vision, and goals of Boulder Arts Week. The Boulder Chamber has also pledged its support toward marketing Boulder Arts Week through email newsletters, social media, and the organization's website. Furthermore, staff of Downtown Boulder, Inc. (DBI) have begun conversations with its members and downtown Boulder businesses to cultivate their involvement in Boulder Arts Week, and created a public teen-art event specifically for Boulder Arts Week.

SIMILAR PROJECTS

Boulder Arts Week is based on a proven model, with the closest and most similar example being Denver Arts Week. Denver Arts Week, held annually in November, features 200 events over eight days and celebrated its 7th anniversary in 2013. Over 10,000 people attend the annual events presented through Denver Arts Week. Members of the steering committee have reached out to Visit Denver to learn more about the presentation of Denver Arts Week and adapt an existing model to the needs of the Boulder community.

EVALUATION

The impacts and achievements of Boulder Arts Week will be evaluated through qualitative and quantitative surveys administered to attendees, participating organizations, and Boulder businesses.

Audience Evaluations: Throughout the week, audiences will be asked to respond to questions that will assess their experience with Boulder Arts Week. They will be asked to provide information about: 1) The number of events they have attended during Boulder Arts Week; 2) The quality of the events they have attended, indicated on a Lickert scale; 3) Personal demographics that will help the organizers track the age, ethnicity, and residence of attendees; and 4) Level of involvement in the arts prior to Boulder Arts Week. Through written, verbal, and online surveys, audiences will be able to respond in identified or anonymous ways, thereby allowing the steering committee to gauge attendees' unfiltered opinions about Boulder Arts Week.

Participating Organization Evaluations: Organizations participating in Boulder Arts Week will be polled throughout the week and afterwards. They will be asked to provide information about attendance and how it compares to previous years attendance. The steering committee will evaluate how Boulder Arts Week impacted the visibility of the arts organizations, and how the event impacted ticket sales, media attention, and audience engagement. **Participating Boulder Business Evaluations:** Boulder businesses will be asked to evaluate the economic impact of Boulder Arts Week, specifically whether they noticed an increase in foot traffic, sales, and market awareness.

2014 Boulder Arts Week Letters of Commitment (enclosed):

1. 3rd Law
2. Belgin Yucelen Studios
3. Boulder Bach Festival
4. Boulder Ballet
5. Boulder Center for the Performing Arts
6. Boulder Chamber of Commerce
7. Boulder Chamber Orchestra
8. Boulder Ensemble Theater Company
9. Boulder International Film Festival
10. Boulder Museum of Contemporary Art
11. The Catamounts
12. Chautauqua
13. Colorado Visitors Bureau
14. CU Presents
15. The Dairy Center for the Arts
16. Dance Bridge
17. Downtown Boulder, Inc.
18. NoBo Arts District
19. Parlando
20. Stories on Stage
21. Boulder Opera



22. Boulder's Dinner Theater
23. Helander Dance Theater
24. One Act

ADDITIONAL UPDATES

1. **Increased local support.** Since this proposal was first submitted, an additional four organizations pledged their support for Boulder Arts Week. Letters of Commitment from Boulder Opera, Boulder's Dinner Theater, Helander Dance Theater, and One Act are enclosed with this proposal for further consideration.
2. **Boulder Arts Week Project Manager job posted.** On November 1, BCAA opened a call to qualified candidates for the Project Manager position for Boulder Arts Week. Candidates are being vetted through a competitive résumé and application process. The posting will close December 1 and the position filled by mid-December unless the steering committee deems it necessary to continue searching for candidates.
3. **Brand and logo design approved.** Vermillion provided the steering committee with a selection of brands developed specifically for Boulder Arts Week. The designs were circulated and voted upon. As of today, the majority preference is for a colorful design that clearly communicates collaboration, partnership, and the diverse arts offerings in Boulder.

Revised Boulder Arts Week Budget 2014
November 15, 2013

Expenses

Advertising	
Newspaper	\$13,000
E-Newsletters	\$1,500
Pandora	\$2,500
Social Media Promotion	
Facebook, Twitter, Pinterest, Tumblr	\$1,500
Printing	
Postcards/Postage	\$4,500/\$2,000
Banners	\$7,500
Posters	\$5,000
Fliers	\$5,000
2 Lead-up Events	
Food & Beverage	\$6,000
Supplies	\$500
Entertainment	\$1,000
BAW Week Kick-Off Event	
Food & Beverage	\$3,000
Supplies	\$500
Entertainment	\$500
Project Management	
Project Manager – Contracted	\$15,000
Graphic Design Services	
Print & Website Design/Development/Updating	\$3,000
In-kind Expenses	
Boulder County Arts Alliance	\$4,000
Boulder Museum of Contemporary Art	\$5,000
Boulder Bach Festival	\$2,000
Boulder Chamber	\$5,000
CU Presents	\$5,000
The Dairy Center for the Arts	\$4,000
Vermillion (Branding/Identity/Logo)	\$3,000
TOTAL EXPENSES	\$100,000

Revenue

Contributed Support	
Boulder Convention & Visitors Bureau	\$25,000 (pending)
Boulder Arts Commission	\$25,000 (pending)
Small Business Community Support	\$4,000 (pending)
Corporate Sponsorships	\$15,000 (pending)
Newspaper Advertising Discount	\$3,000 (pending)
In-kind Revenue	
Boulder County Arts Alliance	\$4,000
Boulder Museum of Contemporary Art	\$5,000
Boulder Bach Festival	\$2,000
Boulder Chamber of Commerce	\$5,000
CU Presents	\$5,000
The Dairy Center for the Arts	\$4,000
Vermillion (Branding/Identity/Logo)	\$3,000
TOTAL REVENUE	\$100,000

If Boulder Arts Week does not secure the entire budget amount, budget cuts will be addressed in this order: 1) Search for additional sponsorship and in-kind support from the community; 2) Reduce event advertisements, including eliminating Pandora (; 3) Reduce lead-up and kick-off events; 4) Reduce the number of postcards printed and mailed; and 5) Reduce the quantity and size of advertisements in the Daily Camera.

If Boulder Arts Week is only able to secure \$25,000, funding will be focused on marketing (newspaper advertisements / social media) (\$10,000), and hiring a Project Manager (\$15,000), who will continue to search for additional in-kind sponsorships and funding throughout the region.

The Boulder Arts Week steering committee and fiscal sponsor have agreed that any profits realized during Boulder Arts Week 2014 will be allocated towards the production of the following year, Boulder Arts Week 2015.

1. What arts organization do you represent?

	Response Count
	21
answered question	21
skipped question	1

2. Is your organization interested in collaborating with other arts organizations in our community?

		Response Percent	Response Count
Yes		100.0%	21
No		0.0%	0
	answered question		21
	skipped question		1

3. Is your organization interested in participating in the 2014 Boulder Arts Week?

		Response Percent	Response Count
Yes		100.0%	21
No		0.0%	0
answered question			21
skipped question			1

4. Does the timing of Arts Week have any influence on your decision to participate?

		Response Percent	Response Count
Yes		35.0%	7
No		65.0%	13
If yes, please explain.			10
answered question			20
skipped question			2

5. Do you already have experiences or presentations scheduled April 1 - 6 which could be included in Boulder Arts Week?

		Response Percent	Response Count
Yes		38.1%	8
No		61.9%	13
answered question			21
skipped question			1

6. How likely are you to create a new experience or presentation specifically for Boulder Arts Week?

	1	2	3	4	Rating Average	Rating Count
Definitely	45.0% (9)	30.0% (6)	0.0% (0)	25.0% (5)	2.05	20
Possibly	40.0% (8)	50.0% (10)	10.0% (2)	0.0% (0)	1.70	20
Not likely	10.0% (2)	15.0% (3)	75.0% (15)	0.0% (0)	2.65	20
Definitely Not	5.0% (1)	5.0% (1)	15.0% (3)	75.0% (15)	3.60	20
answered question						20
skipped question						2

7. If your organization participates in Boulder Arts Week, will you need a venue for your arts offering?

		Response Percent	Response Count
Yes		47.6%	10
No		52.4%	11
	If Yes, please describe		12
	answered question		21
	skipped question		1

8. Would you be willing to participate in the planning of Boulder Arts Week?

		Response Percent	Response Count
Yes		75.0%	15
No		25.0%	5
	Your contact information		17
	answered question		20
	skipped question		2

9. Please tell us if you have comments, questions, or suggestions.

	Response Count
	7
answered question	7
skipped question	15

Boulder Arts Week Evaluation 2014

Evaluation Metrics

The following data will provide an evaluation of the success of Boulder Arts Week and the insight required to assess the potential of making this an annual Boulder event.

Total attendance at all events	
Attendance at individual events	
Audience evaluations	
Ticket sales	
Visitor/Spending/Hotel Occupancy	
Participants/Performers evaluation	
Media publicity generated	
Sponsor support and evaluation	
Online surveys	
In-kind actuals	
Total Economic Impact & Estimated ROI	TBD

ONE ACT

A FULLY IMPROVISED ONE-ACT PLAY
WWW.ONEACTIMPROV.COM

October 28, 2013

Boulder Arts Commission
1101 Arapahoe Ave
Boulder, CO 80302

Dear Boulder Arts Commission Members,

On behalf of ONE ACT, I offer my support for Boulder Arts Week and the sponsorship proposal currently under review. ONE ACT is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of ONE ACT, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

We are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well-regarded visual and performing arts groups in the city. Their collective vision and logistical expertise are certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

ONE ACT hopes that the Boulder Arts Commission will consider this proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Elisabeth Bowman
Producer
ONE ACT



Dairy Center for the Arts
2590 Walnut Street
Boulder, CO 80302

November 5, 2013

Dear Boulder Arts Commission,

On behalf of Helander Dance Theater, we would like to offer our support for Boulder Arts Week and the sponsorship proposal currently under review. Helander Dance Theater is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Helander Dance Theater, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

We have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Helander Dance Theater hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

A handwritten signature in dark ink that reads 'Danelle Helander'.

Danelle Helander
Founder and Artistic Director
danelle@helanderdancetheater.org

A handwritten signature in dark ink that reads 'Sean Owens'.

Sean Owens
Executive Director
sean@helanderdancetheater.org

September 26, 2013

Dianela Acosta

44 Beaver Way

Boulder, CO 80304

Dear Boulder Arts Commission,

On behalf of Boulder Opera, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Boulder Opera is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Boulder Opera, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Boulder Opera hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

Dianela Acosta

Executive and Artistic Director

Boulder Opera





October 31, 2013

Dear Boulder Arts Commission,

On behalf of Boulder's Dinner Theatre, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Boulder's Dinner Theatre is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Boulder's Dinner Theatre, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Boulder's Dinner Theatre hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

A handwritten signature in dark ink, appearing to read "Melissa Vargas".

Melissa Vargas
Marketing Director
Boulder's Dinner Theatre

The logo for the Boulder Museum of Contemporary Art (BMoCA) is a black square with the letters "BMoCA" in white, bold, sans-serif font.

Boulder Museum of
Contemporary Art

1750 13th Street
Boulder, Colorado 80302
303.443.2122

BMOCA.org

September 26, 2013

Boulder Arts Commission
1001 Arapahoe Avenue
Boulder, Colorado 80302

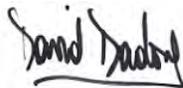
Dear Boulder Arts Commissioners,

On behalf of Boulder Museum of Contemporary Art (BMoCA), I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. BMoCA is excited to join the steering committee and to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only increase the positive impact of BMoCA, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

As a part of the steering committee, I have been involved in the early planning process for Boulder Arts Week, and am excited to partner with Boulder County Arts Alliance, The Dairy Center for the Arts, Boulder Bach Festival, CU Presents, and Boulder's Chamber of Commerce to highlight Boulder's cultural programming. The cultural organizations that comprise the steering committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform Boulder's art scene, impact the local economy, and capture the attention of regional and national visitors.

BMoCA hopes that the Boulder Arts Commission will consider the proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

A handwritten signature in black ink that reads "David Dadone".

David Dadone
Executive Director

CU PRESENTS



ARTIST
SERIES

18th & Euclid
301 UCB
Boulder, Colorado 80309

8 October 2013

Shannon Crothers
Director of Education
Boulder Museum of Contemporary Art
1750 13th Street
Boulder, CO 80302

Dear Shannon,

On behalf of CU Presents, I am pleased to support Boulder Arts Week and will work as a member of the organizing committee to ensure the success of the event. In addition to sharing my time and expertise, the CU Presents team will work to get the word out to our patrons, the university community and the media.

CU Presents offers the best of the performing arts on the CU Boulder campus, including The Artist Series, Colorado Shakespeare Festival, Takacs Quartet, College of Music and Departments of Theatre and Dance. We have several events taking place during March 29 – April 6, including recitals, performances of such diverse groups as jazz combos and early music ensemble, and a guest performance by jazz legend Eddie Palmieri.

We look forward to working together to promote and celebrate the vibrant arts scene that contributes to the uniqueness of Boulder.

Best regards,

Joan McLean Braun
Executive Director

October 2, 2013

To: Boulder Arts Commission
From: Mary Ann Mahoney, Boulder Convention and Visitors Bureau

RE: Boulder Arts Week, March 29 – April 6, 2014, Grant

The Boulder Convention and Visitors Bureau (CVB) is thrilled to be a part of the inaugural Boulder Arts Week Event. Before the kick-off meeting last month, the arts community conducted a survey and results were shared for us understand the level of interest and engagement for an event that would be a cornerstone to brand Boulder as an Arts Destination.

The organizing committee for Boulder Arts Week felt this week long event would be inclusive of all arts and cultural disciplines. The capacity to include so many 'creative' individuals, organizations and resources which provide the vision of the varied offerings will make Boulder Arts Week an event unique to Colorado.

The interesting collaborations between arts and cultural organizations which have already started will be inspiration to other groups to collaborate and stretch their boundaries. Many of the performances and gallery shows which would be featured during Boulder Arts Week will be must-see and one-of-a-kind events.

The presenting art and cultural organizations will be making a presentation to the Boulder Convention and Visitors Bureau in the upcoming month. As April is the time of year the CVB has Off Season Funds available, the CVB Advisory Board would make the decision as to our investment. Boulder Arts Week is a perfect event for the CVB and Boulder Arts Commission to invest in for many years to come.

The Boulder Convention and Visitors Bureau strongly suggest you support the grant request for Boulder Arts Week.

Most Sincerely,

Mary Ann Mahoney
Executive Director



3RD LAW
dance/theater

September 26, 2013

Dear Boulder Arts Commission,

On behalf of 3rd Law Dance/Theater, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. 3rd Law is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of 3rd Law, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well-regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

3rd Law hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

Katie Elliott

Phone 303.938.8656 Email info@3rdLaw.org

Mailing Address 2026 19th Street, Boulder, Colorado, 80302

Office Address The Dairy Center for the Arts-2590 Walnut Street, Boulder, Colorado, 80302

every action has an equal and opposite reaction www.3rdLaw.org



BELGIN YUCELEN STUDIOS

Belgin Yucelen Studios

3271 Wright Ave. Boulder CO 80301

303.264.9122 • byucelen@gmail.com • www.belginyucelen.com

September 26, 2013

Belgin Yucelen
3271 Wright Ave.
Boulder, CO 80301

Dear Boulder Arts Commission,

On behalf of Belgin Yucelen Studios, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Belgin Yucelen Studios is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Belgin Yucelen Studios, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Belgin Yucelen Studios hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

Belgin Yucelen
Sculptor
Belgin Yucelen Studios



BOULDER
BACH
FESTIVAL

ZACHARY CARRETTIN
MUSIC DIRECTOR

October 7, 2013

To the Boulder Arts Commission:

I am pleased to present this letter from the Boulder Bach Festival affirming our commitment to support and participate in Boulder Arts Week.

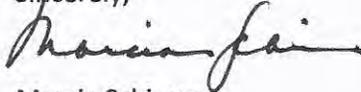
The objectives of Boulder Arts Week are aligned with those of Boulder Bach, namely to augment awareness within the community of the arts in Boulder, to interact with a variety of arts opportunities across all segments of the population, to grow local government, business, and individual support of the arts in Boulder, and to attract statewide, national, and international visitors to Boulder to experience Boulder's very rich arts offerings.

Boulder Bach's participation will involve a newly created installation of music, dance, and contemporary visual arts – a collaboration within the larger collaboration of Boulder Arts Week.

Boulder Arts Week presents an opportunity to energize a fresh and ongoing level of engagement and collaboration within the Boulder arts community as well as with our community, our businesses, and our visitors. It's a win-win for Boulder.

Thank you for your consideration of support.

Sincerely,



Marcia Schirmer
Executive Director
Boulder Bach Festival



September 26, 2013

Boulder Arts Commission
1000 Canyon Blvd.
Boulder, CO 80302

Dear Boulder Arts Commission,

On behalf of Boulder Ballet, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Boulder Ballet is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Boulder Ballet, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Boulder Ballet hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Lee A. Stern
Interim Executive Director
Boulder Ballet

September 30, 2013

Dear Boulder Arts Commission,

On behalf of Boulder Center for the Performing Arts, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Boulder Center is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Boulder Center, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

We are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

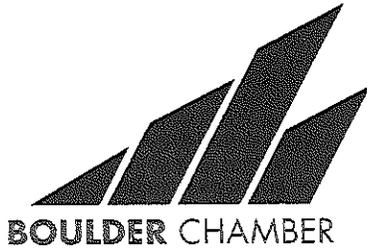
Boulder Center hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Judy Reid

President, Boulder Center for the Performing Arts



2440 Pearl Street
Boulder, CO 80302

PH 303.442.1044
FX 303.938.8837

October 5, 2013

Dear Members of the Boulder Arts Commission:

The Boulder Chamber enthusiastically endorses the development and implementation of Boulder Arts Week. This week-long celebration of Boulder's vibrant and diverse arts and cultural scene will promote awareness of the quality and breadth of the arts offerings in the City and stimulate engagement between the arts and the broader Boulder community, including the business community.

The Chamber's interests are well aligned with the goals of Boulder Arts week. A thriving creative sector, including arts, culture and for-profit creative businesses, contributes to the economic prosperity and quality of life in Boulder; and there is growing consensus at the national, state and local levels that arts and business partnerships result in more connected employees, more successful businesses, more civic pride, higher quality arts, and more sustainable cultural institutions.

The Boulder Chamber is well positioned to connect the creative sector with the business community as part of a longer-term goal of building arts and business partnerships. The Boulder Chamber recently created a new position, Arts Liaison & Advisor, to advance support for arts and culture members and to build bridges between the arts and business communities.

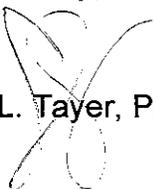
The Boulder Chamber is pleased to commit the following in-kind support for the Boulder Arts Week initiative:

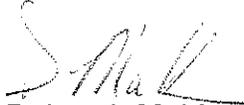
- Continued organization and planning support as a member of the Steering Committee;
- Outreach to the creative business community to build participation in Boulder Arts Week;
- Program development with a focus on convening and facilitating conversations at, or through, the Boulder Chamber to engage the business and other community members in the arts; and,
- Marketing support via email blasts, social media, and the Boulder Chamber website.

There is substantial momentum for the arts in Boulder, as well as regionally and at the state level. The timing for Boulder Arts Week is particularly advantageous. The recent flooding in Boulder will focus needed attention on re-building and supporting those most impacted, but the impact on the arts community is likely to be especially long lasting. Boulder Arts Week could help to mitigate the flooding impacts and contribute to the economic vitality of the community.

The Boulder Chamber is excited to be part of this community-wide celebration and play a key role in its development.

Respectfully,


John L. Tayer, President & CEO


Deborah Malden, Arts Liaison & Advisor

September 30, 2013

Boulder Arts Commission
1101 Arapahoe Ave.
Boulder, CO 80302

Dear Boulder Arts Commission,

On behalf of The Boulder Chamber Orchestra, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. The Boulder Chamber Orchestra is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of The Boulder Chamber Orchestra, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

The Boulder Chamber Orchestra hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Elizabeth Kennedy
Managing Director
Boulder Chamber Orchestra



BETC Boulder Ensemble Theatre Company

Wonderful stories. Wonderfully told.

October 7, 2013

Dear Boulder Arts Commission,

On behalf of the Boulder Ensemble Theatre Company (BETC), I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. BETC is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of BETC, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

BETC hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Thank you for your time and consideration,

Stephen Weitz

Producing Ensemble Director

Boulder Ensemble Theatre Company

BOULDER INTERNATIONAL FILM FESTIVAL

A PROGRAM OF THE COLORADO FILM SOCIETY

1906 13th Street, Suite 301 | Boulder, CO 80302 | phone 303.449.2289 fax 303.449.2274

September 26, 2013

Dear Boulder Arts Commission,

On behalf of the Boulder Museum of Contemporary Art, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. The Boulder International Film Festival/Colorado Film Society is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile BIFF/CFS, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

BIFF/CFS hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Robin Beeck
Executive Director, Boulder International Film Festival
2338 Broadway Street
Boulder, Colorado 80302
303 449-2283
www.biff1.com

The CATAMOUNTS

September 30, 2013

Dear Boulder Arts Commission,

On behalf of The Catamounts, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. The Catamounts are excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of The Catamounts, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

The Catamounts hope that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

DocuSigned by:


Amanda Berg Wilson
Article ID: 6978E9D4510447A...
The Catamounts



October 2, 2013

Dear Boulder Arts Commission,

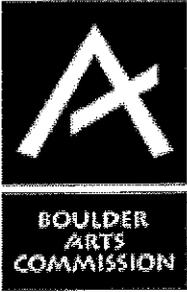
On behalf of Colorado Chautauqua Association (CCA), I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. CCA is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of the Colorado Chautauqua, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors. We currently have a concert planned for April 4 and endeavor to add one or two additional events for the week.

Colorado Chautauqua Association hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

Ann Obenchain
Marketing & Development Director
Colorado Chautauqua Association



DANCE BRIDGE

September 30, 2013

Dear Boulder Arts Commission,

On behalf of Dance Bridge and the Arts Department Programs (Cinema Program, Boulder Arts Resource, & Concerts Program), we would like to offer our support for Boulder Arts Week and the sponsorship proposal currently under review. We are all excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. Participating in Boulder Arts Week will help elevate the profile of every Boulder cultural and arts organization, and it will position Boulder as a leading center for artistic innovation in the region and beyond.

Each of our programs looks forward to working with the organizers as we partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming.

The Dance Bridge and the other Arts Department Programs hope that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors.

Sincerely,

A handwritten signature in black ink that reads 'Mary Wohl Haan'.

Mary Wohl Haan
Dance Bridge Coordinator

Mary Wohl Haan, Dance Bridge Coordinator
P.O. Drawer H, Boulder, CO 80306, 303-441-4391, dancebridge@boulderlibrary.org



October 4, 2013

Boulder Arts Commission
1000 Canyon Blvd.
Boulder, CO 80302

Dear Boulder Arts Commission:

The Dairy Center for the Arts is pleased to be part of an effort to initiate community-wide collaboration among artists and arts organizations to increase public engagement with the arts in our community. The Boulder Arts Week concept is an opportunity to increase awareness of the breadth and quality of arts available in Boulder, while also attracting visitors to Boulder as an arts destination.

We fully support this concept and believe funding by the City of Boulder is an important investment in the arts here and in the brand identity of Boulder. By engaging the City of Boulder, the Visitors & Convention Bureau, and the Chamber of Commerce, Boulder Arts Week is truly a community-wide collaboration that benefits all participants and supporters.

The Dairy is committed to participating in Boulder Arts Week and will schedule performances and events that will add to the totality of arts activities available in Boulder during that week.

Sincerely,

Bill Obermeier
Executive Director



1942 Broadway Suite 301

Boulder, Colorado 80302

Ph 303.449.3774

Fax 303.449.1582

October 2, 2013

Dear Boulder Arts Commission,

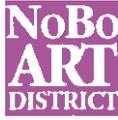
On behalf of Downtown Boulder, I would like to offer my support for the 2014 Boulder Arts Week and the sponsorship proposal currently under review. Downtown Boulder is excited to participate in Boulder Arts Week along with so many innovative cultural groups and local businesses. Participating in Boulder Arts Week will not only elevate the profile of Downtown Boulder's artistic and culturally driven businesses, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

Downtown Boulder staff has been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA), The Dairy Center for the Arts and so many others to highlight Boulder's arts and cultural programming and the many art and design businesses who call Downtown Boulder home. We plan to conclude our spring student banner project during this week to highlight the many burgeoning student artists in our community.

Downtown Boulder hopes that the Boulder Arts Commission will consider the proposal favorably. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

Sean Maher
Executive Director, Downtown Boulder
303-449-3774



September 26, 2013

Dear Boulder Arts Commission,

On behalf of NoBo Art District, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. NoBo Art District is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of NoBo Art District, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

NoBo Art District hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lisa Nesmith".

Lisa Nesmith, Secretary
NoBo Art District



September 26, 2013

Dear Boulder Arts Commission,

On behalf of Parlando School For The Arts (Parlando), I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Parlando is excited at the possibility of participating in Boulder Arts Week along with so many other innovative cultural groups and local businesses. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Boulder Arts Week will position Boulder as a leading center for artistic innovation in the region and beyond and is certain to yield positive results that transform the perceptions of Boulder, impact the local economy and capture the attention of regional and national visitors.

Parlando hopes that the Boulder Arts Commission will consider the proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,

A handwritten signature in black ink that reads "Travis V. LaBerge".

Travis V. LaBerge
Executive Director
Parlando School For The Arts

stories **ON** STAGE

September 30, 2013

Dear Boulder Arts Commission,

On behalf of Stories on Stage, I would like to offer my support for Boulder Arts Week and the sponsorship proposal currently under review. Stories on Stage is excited to participate in Boulder Arts Week along with so many other innovative cultural groups and local businesses. These organizations have a deep knowledge of, and strong connections to, Boulder's arts and cultural communities whose talents deserve greater recognition within our city. Boulder Arts Week will bring renewed creative energy to Boulder and serve as a showcase for local artistic talent. Participating in Boulder Arts Week will not only elevate the profile of Stories on Stage, it will also position Boulder as a leading center for artistic innovation in the region and beyond.

I have been involved in the early planning process for Boulder Arts Week, and we are excited to partner with Boulder Museum of Contemporary Art (BMoCA) and The Dairy Center for the Arts to highlight Boulder's cultural programming. The cultural organizations that comprise the strategic planning committee represent some of the most established and well regarded visual and performing arts groups in the city, and their collective vision and logistical expertise is certain to yield positive results that transform the perceptions of Boulder, impact the local economy, and capture the attention of regional and national visitors.

Stories on Stage hopes that the Boulder Arts Commission will consider our proposal favorably. With your support, Boulder Arts Week will achieve its mission and demonstrate that Boulder is a city that supports its local artists and arts organizations and their creative endeavors. By highlighting the distinct creative capital that exists here, Boulder Arts Week will spark conversation and generate awareness of the artistic innovation happening in Boulder today.

Sincerely,



Abbe Stutsman
Executive Director
Stories on Stage

Board of Directors

Linda Treibitz, *President*

John McKiernan, *Secretary*

Al Mizrahi, *Treasurer*

Les Crispelle

Dana Mathes

Marty McGovern

William Wei

Staff

Anthony Powell
Artistic Director

Abbe Stutsman
Executive Director

Lisa McClellan
Administrator

2590 Walnut St
Boulder, CO 80302
303.494.0523

www.storiesonstage.org
info@storiesonstage.org



Nov 5, 2013

Boulder Arts Commission

Dear Commissioners:

Please reconsider your decision to rescind the final portion of the BAC educational grant to the NoBo Art District.

Our volunteer Board and artist participants were reeling on many levels from the flood and we missed our final reporting deadline in addition to asking for an extension.

As you know, the NoBo Art District operates on minimal funding. The \$600 is significant to our organization and the money has already been paid to the artists for our PaintAbout program. We are very sorry that we missed the deadline and are asking the Boulder Arts Commissioners to grant us an extension for the final report in the "spirit of healing". We have filed the report with Greg Ravenwood earlier this week.

Sincerely,

Annette Coleman,
NoBo Art District, president

Carol Silks,
NoBo Art District, treasurer

Lisa Nesmith, secretary



Grant Budget Report

INSTRUCTIONS & DEADLINES: To receive the remaining 20 percent of grant funds (excluding Mini-grants which are awarded 100% at the outset), please complete the grant budget report form in its entirety. Reporting for all grants should be turned in within 30 days after completion of the project.

If a grant project cannot be completed within 30 days of completion of the project, a formal letter should be presented in advance of that report due date explaining the delay, when completion of the project is anticipated and when the project's grant budget report will be filed. The Arts Commission will review grant budget reports and letters at its December meeting and provide a response. Twenty percent funds are not assured for projects delayed beyond the originally proposed timeline.

Failure to follow these procedures may jeopardize the balance of grant funds and eligibility to apply for future BAC grant awards. If you have questions, contact the BAC liaison at 303-441-4113.

Submitted reports will be reviewed by the Commission at the next opportunity. Approved reports will generally result in direct mail of the final 20% grant funds. Reports which are not approved will result in a letter specifying the revisions and/or further information required.

Ⓒ Arts in Education Grant
c Mini-Grant

c Major Grant
c Theater Rental/Marketing Assistance Grant

1. Identifying Information

Grant Recipient: NoBo Art District

Project Title: Scholarships for NoBo Art District PaintAbout Workshops

Total Amount Awarded: \$3,000

Date Awarded (Oct 2012):

Mailing Address: 4593 Broadway #B101, Boulder, CO 80304 (We do not get mail at this address)

Contact Name for Organizations: Annette Coleman

Email & Phone: AnnetteColeman@yahoo.com 303-941-8887

If the grant budget report was completed by someone other than above, please provide name and contact information here:

- ### 2. Provide a brief project description including the number of performances/days of event or other deliverables. If the final outcome(s) of the project differed from your description in your original grant application in any way, please give details.

This project provided scholarships for 120 Boulder County residents of all ages and abilities to learn fine art techniques in interactive, hands-on workshops taught by local artists. Students learned fine art techniques such as silk painting, collage, encaustic, stenciling, oil and pastel, printmaking, calligraphy, doll making, batik and other mediums.

- ### 3. List your project goals as described in your original grant application and rate how well those goals were met. What method(s) did you use to evaluate your project?

Goals

1) Provide under-served populations of Circle of Care seniors, their caregivers, and children and families in the Boulder Housing Partner community with instruction and hands-on experiences with fine art techniques from experienced professional studio artists.

2) Teach 3-hour interactive, hands-on workshops.

3) Students complete artwork to take home. By completing artwork students will have learned the medium's basic techniques.

4. How many people participated in your project and how does this compare to what you projected in your original grant application? Include a demographic breakdown of audience/participants, volunteers, paid staff.

120 members of the community were served, same as in grant application.

60 seniors from Circle of Care (average age is 70+)

60 children from Boulder Housing Partners (average age 10 years)

10 artist teachers paid staff (average age 50+)

90 volunteer hours (average age 40+)

150 audience viewers (average age 35+)

5. Describe whether your audience development plan/marketing strategy was effective or not. If it differed from the proposal plan, provide details. What factors assisted you in reaching your targeted audience? What factors, if any, were a hindrance?

We partnered with great partners, Circle of Care and Boulder Housing Partners. They supplied the community members and we supplied the audience members and artists. Audience development was effective we had chance viewers sign up for PaintAbout workshops after seeing our seniors taking the workshops.

6. How did your project contributed to the overall economic vitality of the City of Boulder? How is this measured?

Not applicable.

7. Provide details on any takeaways—things learned, and/or breakthroughs you can share with the arts community in Boulder via the City of Boulder Arts Commission.

We learned that low-income seniors and families are underserved in the visual arts community and more programming needs to be developed, supported and funded.

Project Budget

Additional budget documents may be submitted, but this budget form must be filled out in this exact order.

PROJECT INCOME	<u>Proposed</u>	<u>Actual</u>	<u>Variance</u>
Sales	_____	_____	_____
Cash donations	_____	_____	_____
Grants (other than BAC)	_____	_____	_____
BAC Grant	\$3,000	\$3,000	0
In-kind	\$8,955	\$8,955	0
Total Project Income	\$8,955	\$8,955	0
PROJECT EXPENSES	<u>Proposed</u>	<u>Actual</u>	<u>Variance</u>
Administration	_____	_____	_____
Production	_____	_____	_____
Rent (facilities/equipment)	_____	_____	_____
Marketing/Publicity	_____	_____	_____
Artist Fees (honoraria)	\$3,000	\$3,000	0
In-kind	\$8,955	\$8,955	0
Total Project Expenses	\$11,955	\$11,955	0
PROJECT PROFIT/LOSS	<u>Proposed</u>	<u>Actual</u>	<u>Variance</u>
	0	0	0

Please provide an explanation of any significant variances (over 20 percent) between your proposed and actual budgets.

None

What did your project cost per participant (i.e., total project expenses divided by number of participants)?

\$25.00

Submit supplementary materials displaying credit of BAC grant funding (such as advertising, schedules, news/media clippings, programs, etc.). Media files (audio, video) are not requested.

See attached.

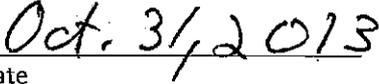
I certify that the information contained in this Grant Budget Report is true and correct to the best of my knowledge.

I certify our use of the Boulder Arts Commission credit line in project advertising, signage and programs.

I certify that I listed our event on the Boulder Arts Resource Web calendar.



Signature of Fiscal Agent/Artist



Date