

Civic Arts Commission Meeting Wednesday, September 23, 2020 6:00 PM

PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Civic Arts Commission will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL https://us02web.zoom.us/j/87360137426. If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen. To join by phone: Dial 1-669-900-9128 and enter Meeting ID: 873 6013 7426. If you wish to comment during the public comment portion of the agenda, Press *9 and wait to be recognized by the Chair.

To submit an e-mail comment during the meeting to be read aloud during public comment, email civicarts@cityofberkeley.info with the Subject Line in this format: "PUBLIC COMMENT ITEM ##." Please observe a 150 word limit. Time limits on public comments will apply.

Agenda

- 1. CALL TO ORDER
- 2. ROLL CALL
- **3. PUBLIC COMMENT** (for items not on the agenda)
- 4. <u>APPROVAL OF MINUTES</u>
 - a) July 15, 2020 Draft Minutes (Attachment 1)
- 5. CHAIR'S REPORT
 - a) Berkeley Cultural Trust is hosting a Candidates Forum on the Arts, Thursday, October 1, 6 PM Preregister at https://us02web.zoom.us/webinar/register/WN 8eevIT3aTZGPQ3LUWm2LJg
 - b) Destruction of public art in Halcyon Court
 - c) Civic Center Visioning Update

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Plage 1

6. ACTION ITEMS (All items for discussion and possible action)

- a) Proposed Cube Space exhibition by curator Leila Weefur (Attachment 2)
- b) Designs for San Pablo Park Public Art elements by Michael Arcega (Attachment 3)
- c) Endorsement of the Turtle Island Monument Project
- d) Mural Opportunity at James Kenney Park Presentation by Scott Ferris (Attachment 4)
- e) FY22 Civic Arts Grant Schedule (Attachment 5)
- f) Fiscal Year 2022 Grant Guidelines for Individual Artists, Arts Organizations, and Festivals (Attachment 6)

7. PRESENTATIONS and DISCUSSION

a) Measure T1 Phase 2 Planning Presentation by Scott Ferris (Attachment 7)

8. STAFF REPORT

- a) Festival Pivot Plans Quarterly Update (Attachment 8)
- b) Private Percent for Art Quarterly Report (Attachment 9)
- c) Financial Health Infographic (Attachment 10)

9. COMMUNICATION

- a) Public Comment from Joanne De Phillips (Attachment 11)
- b) Public Comment for artwork: "Whiteness Remains Invisible" featured in Berkeleyside (Attachment 12)
- c) Berkeley Independent Redistricting Commission (Attachment 13)

10. ADJOURNMENT

Attachments:

- 1. July 15, 2020 Draft Minutes
- 2. Proposed Cube Space exhibition
- 3. Designs for San Pablo Park Public Art elements
- 4. Mural Opportunity at James Kenney Park
- 5. FY22 Civic Arts Grant Schedule
- 6. Fiscal Year 2022 Grant Guidelines for Individual Artists (added 9/23/20), Arts Organizations, and Festivals
- 7. Measure T1 Phase 2 Planning Presentation
- 8. Festival Pivot Plans (Quarterly Update)
- 9. Private Percent for Art Quarterly Report
- 10. Financial Health Infographic
- 11. Public Comment from Joanne De Phillips
- 12. Public Comment for artwork: "Whiteness Remains Invisible" featured in Berkeleyside
- 13. Berkeley Independent Redistricting Commission

Staff Contact:
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ADA Disclaimer

To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date.



DRAFT MINUTES Civic Arts Commission Special Meeting Wednesday, July15, 2020 6:00 PM

No physical location; meeting held exclusively through videoconference and teleconference.

1. CALL TO ORDER 6:02 PM

2. ROLL CALL

Commissioners Present: Anno, Blecher, Bullwinkel, Covarrubias, Ozol, Passmore, Ross,

Slattery, Tamano

Commissioners Absent: None

Staff Present: Jennifer Lovvorn, Commission Secretary/Chief Cultural Affairs Officer and

Chrystal O'Malley, Civic Arts Analyst.

Members of the public in attendance: 16

3. PUBLIC COMMENT (for items not on the agenda)

None

4. APPROVAL OF MINUTES

a) February 26, 2020 Draft Minutes (Attachment 1)

Action: M/S/C (Ross/Passmore) to approve the February 26, 2020 Minutes.

Vote: Ayes — Anno, Blecher, Bullwinkel, Covarrubias, Ozol, Passmore, Ross, Slattery, Tamano; Nays — None; Abstain — None; Absent — None.

5. CHAIR'S REPORT

- a) The Chair stated that the Civic Arts Commission meeting does not have permission to meet regularly. She stated that she would work with staff to request permission to begin meeting every other month. She added that the inability to meet is impacting the Commission's ability to complete the FY20 Work Plan. The Chair asked staff to update the Commission on the activities that the Civic Arts Program has been working on since mid-March.
- b) Jennifer Lovvorn reported on the Civic Arts Program's activities during the last four months including: Implementation of the Arts Continuity Relief Grants to arts organizations, partnership with East Bay Relief Fund for Individual in the Arts, Berkeley Cultural Trust weekly digital forums, creation of Public Art Database, Art Space Study met once before being put on hold temporarily due to the pandemic (will resume again in the near future), developed demographic survey to distribute to FY21 grant recipients, and distributed a financial health survey tracker to Berkeley Arts Organizations.

6. ACTION ITEMS (All items for discussion and possible action)

a) Review and approval of Civic Arts Grant Awards for FY2021 as recommended by the Civic Arts Grants Committee (Attachment 2).

i) FY21 Arts Organizations

Action: M/S/C (Slattery/Ozol) to approve the FY2021 Arts Organization Grant Awards.

Vote: Ayes — Anno, Blecher, Bullwinkel, Covarrubias, Ozol, Passmore, Slattery, Tamano; Nays — None; Abstain — None; Absent — None; Recused — Ross.

Public Comment: None

ii) FY21 Individual Artists

Action: M/S/C (Slattery/Anno) to approve the FY2021 Individual Artists Grant Awards with expansion of funding to add one additional artist by lowering award percentage per applicant.

Vote: Ayes — Anno, Blecher, Bullwinkel, Covarrubias, Ozol, Passmore, Ross, Slattery, Tamano; Nays — None; Abstain — None; Absent — None.

Public Comment: 1 speaker

iii) FY21 Festivals

Action: M/S/C (Tamano/Slattery) to approve the FY2021 Festival Grant Awards. Commission's Grants Committee to develop criteria for staff to use to evaluate plans for festivals to pivot their event to be on-line or broadcast.

Vote: Ayes — Anno, Blecher, Covarrubias, Ozol, Passmore, Slattery, Tamano; Nays — None; Abstain — None; Absent — None; Recused — Bullwinkel, Ross.

Public Comment: None

b) Cube Space Curator Leila Weefur: Revised proposed Exhibition for Cube Space. (Presented by Jennifer Lovvorn on behalf of Leila Weefur)

Action: M/S/C (Covarrubias/Anno) to approve the proposed exhibition by Dionne Lee for Cube Space to be on display for four months (September 2020 through early January 2021).

Vote: Ayes — Anno, Blecher, Bullwinkel, Covarrubias, Ozol, Passmore, Ross, Slattery, Tamano; Nays — None; Abstain — None; Absent — None.

Public Comment: None

7. ADJOURNMENT 7:49 PM

Staff Contact:
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Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at the Civic Arts Office located at 2180 Milvia Street, Fifth Floor, Berkeley, CA 94704.

ADA Disclaimer

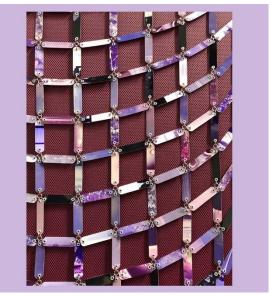
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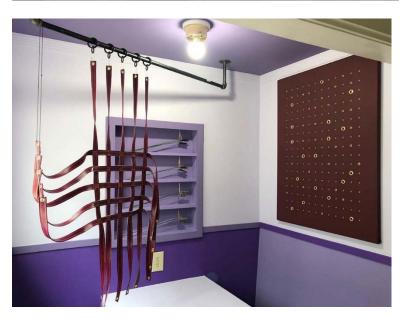
Cube Space Exhibition Proposal by Leila Weefur

J Rivera Pansa is a genderqueer interdisciplinary artist involving installation, sculpture, text, and performance. Their work consists of reusing collected objects and sourced information concerning the impermanence of beingness, and the intersections of queerness and the abjected. Rivera Pansa received their BFA at University of California, Berkeley. They have shown work in Berkeley Art Museum and Pacific Film Archive, AS Gallery at San Francisco State University, California Center for the Arts, ARC Gallery as part of Kearny Street Workshop Annual APAture exhibition. They have also shown in Worth Ryder Art Gallery, Kruglak Gallery, and the San Dieguito Art Guild. Rivera Pansa is a recipient of the Wendy Sussman Prize in Painting, and the 2017 Eisner Award. Their studio practice is based in Oakland.

Examples of work by J Rivera Pansa:





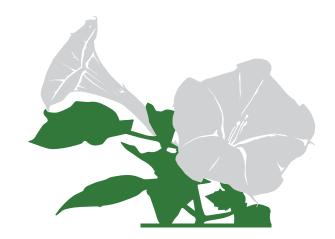


SAN PABLO PARK BENCH DESIGNS By Michael Arcega



CALIFORNIA POPPY- Eschscholzia Californica

California poppy seeds and leaves are eaten. The California state flower has been used to relieve anxiety, insomnia and promotes relaxation.



SACRED DATURA- Datura Wrightii

Among the Zuni people, the powdered root is given as an anesthetic and a narcotic for surgery. They also apply a poultice of root and flower meal to wounds to promote healing.



STICKY MONKEY FLOWER- Mimulus Aurantiacus

The Coastal Miwok placed the crushed leaves on sores and burns. The roots have been used to treat fever, dysentery, diarrhea, and to curtail hemorrhages. The Pomo have used a decoction made from Sticky Monkey Flower to treat sore, bloodshot eyes which affected many of the men and women who lived in smoky, poorly ventilated dwellings. The flowers commonly have been used to ornament Miwok wreaths and children's hair.



YARROW- Achillea Millefolium

Yarrow and its North American varieties are traditionally used by many Native Americans across the continent. The Navajo historically considered it a "life medicine" and chewed the plant for toothaches and used its infusions for earaches. The Miwok use the plant as an analgesic and head cold remedy.



CALIFORNIAN BLUE-EYED GRASS- Sisyrinchium Bellum

The Ohlone used an infusion of the roots and leaves as a cure for indigestion and stomach pain, and similar uses are recorded from other Native American peoples.




SPINY REDBERRY- Rhamnus Crocea

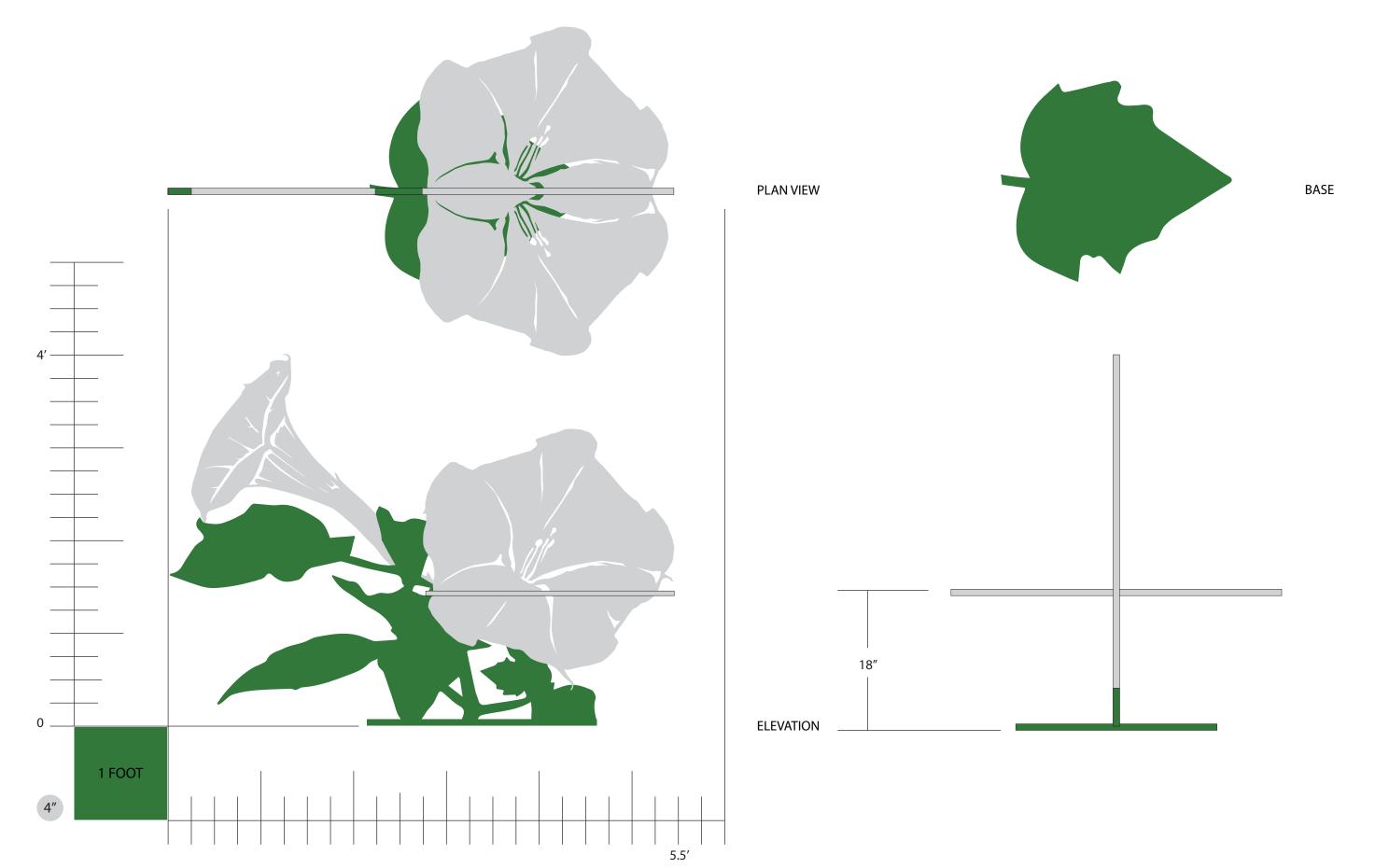
The fruit of Rhamnus crocea was used as food by Native Americans in the Western United States. When eaten in large quantities, the berry is reported to impart a red tint to the entire body of the consumer.

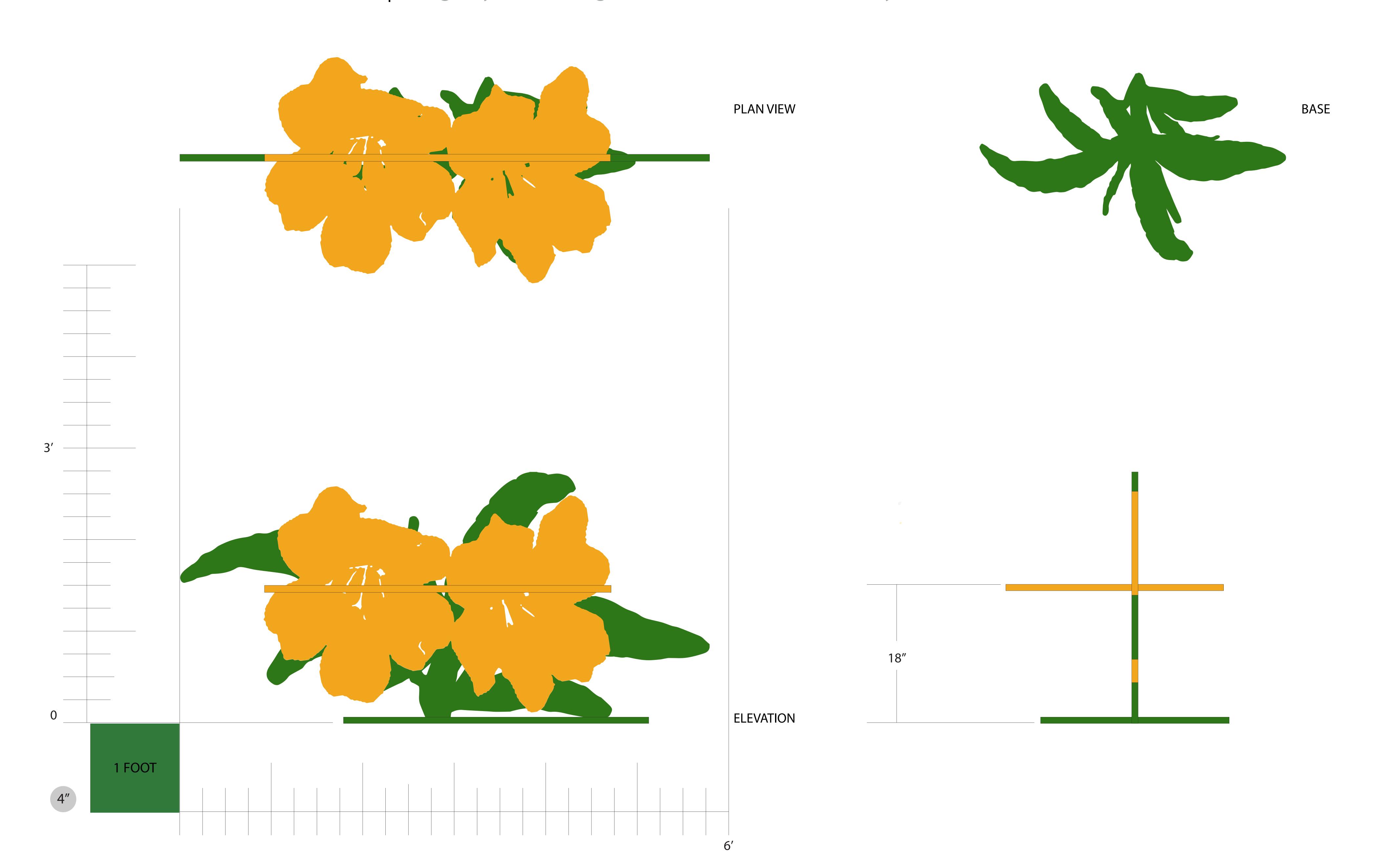
*Note- The following text provided is a draft

CALIFORNIA POPPY BENCH | Design by Mike Arcega for San Pablo Park, Berkeley, CA



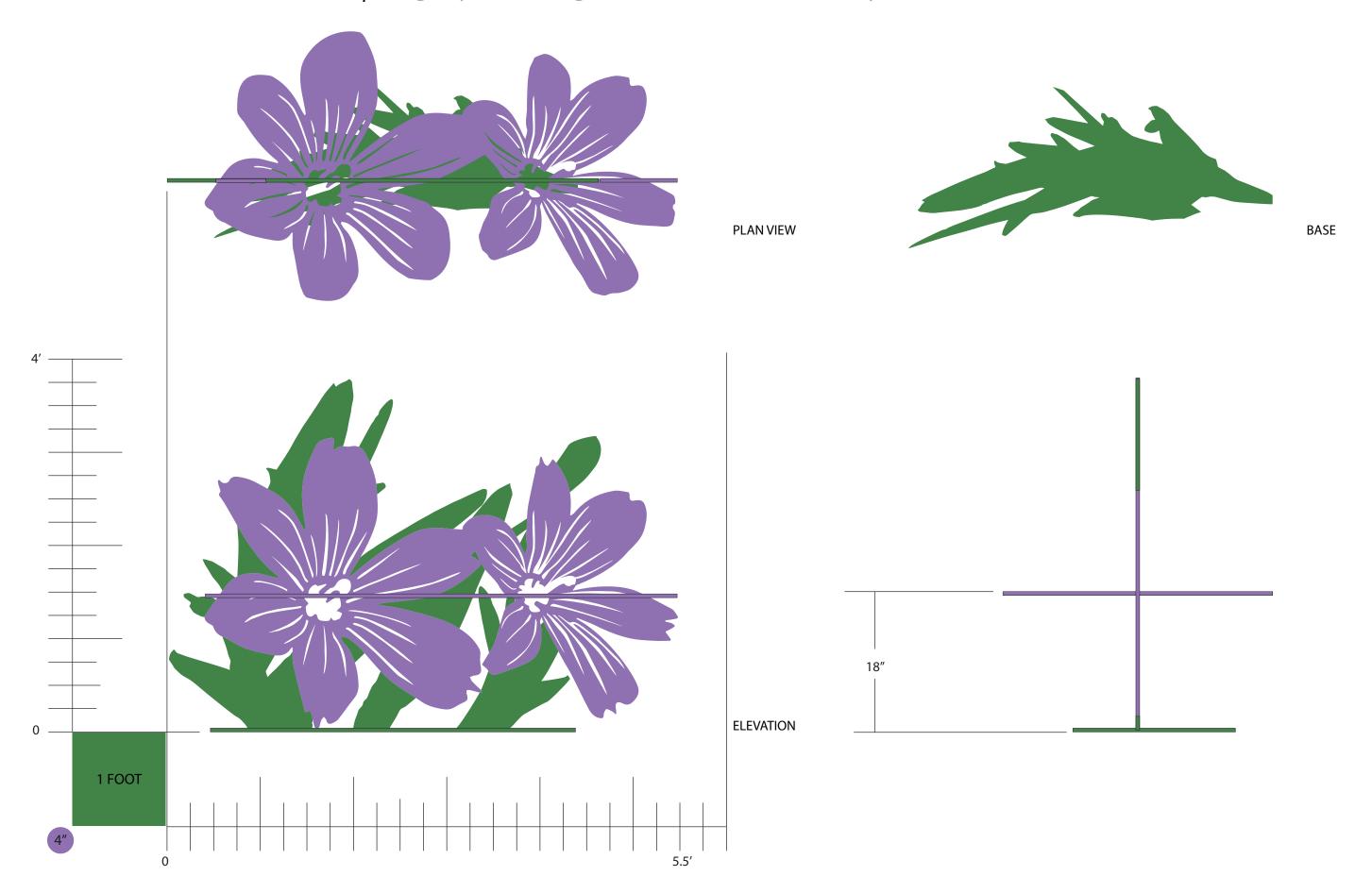
WHITE DATURA BENCH | Design by Mike Arcega for San Pablo Park, Berkeley, CA

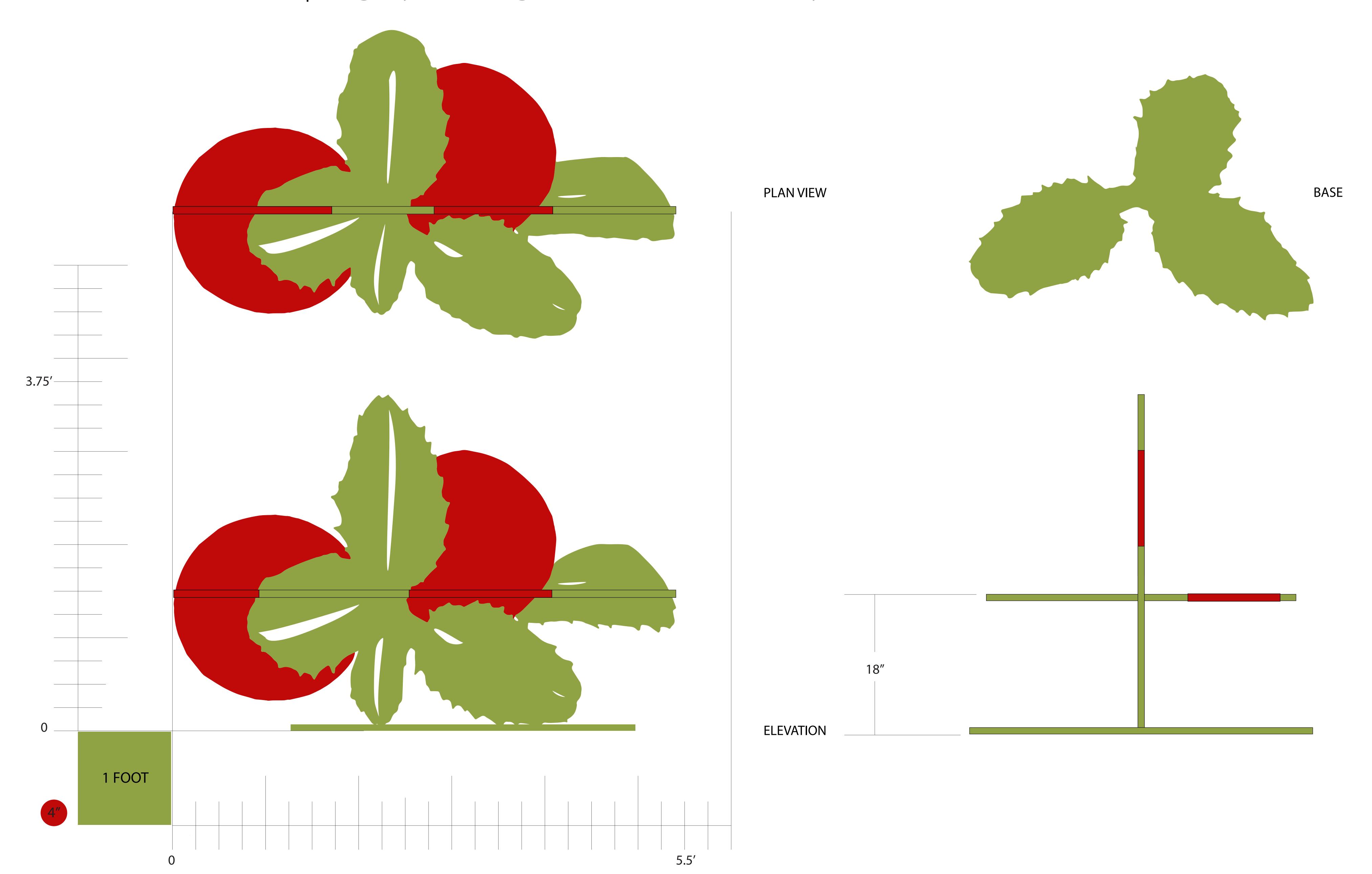






CALIFORNIA BLUE-EYED GRASS | Design by Mike Arcega for San Pablo Park, Berkeley, CA





SAN PABLO PARK SILHOUETTE DESIGNS By Michael Arcega



CREEPING SAGE- Salvia Sonomensis

According to the book Pharmako/poeia, "Salvia sonomensis contains a camphorlike substance that is a mild stimulant when smoked." The smoke is also used for spiritual cleansing.



YARROW- Achillea Millefolium

Yarrow and its North American varieties are traditionally used by many Native Americans across the continent. The Navajo historically considered it a "life medicine" and chewed the plant for toothaches and used its infusions for earaches. The Miwok use the plant as an analgesic and head cold remedy.



CALIFORNIA GOLDFIELDS- Lasthenia Californica

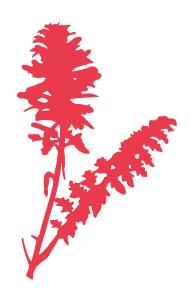
Native Americans collected seeds from Goldfields and other plants, and then made it into pinole or seed stew.

Additionally, the flowers were plucked for ornamental use during initiation ceremonies for females.



BLEEDING HEART- Dicentra Formosa

Bleeding Heart has been used by Native people as a toothace remedy and can be combined with other nervines such as California Poppy, Pedicularis or Yarrow to create a well-rounded remedy for different types of nerve pain from surface to deep. The plant can also be poulticed and applied to sprains, bruises or wounds to address pain, and may be most effective when combined with topical application of the tincture beneath a hot towel.



WARRIOR'S PLUME- Pedicularis Densiflora

Medicinal uses of the plant have included relaxing tired muscles and addressing nerve pain. It also has a psychoactive use - the buds and flowers are sometimes smoked and used as a mild sedative.



CALIFORNIA HONEYSUCKLE- Lonicrera Hispidula

The stems are hollow and sturdy and were used by the Pomo people as smoking pipes.

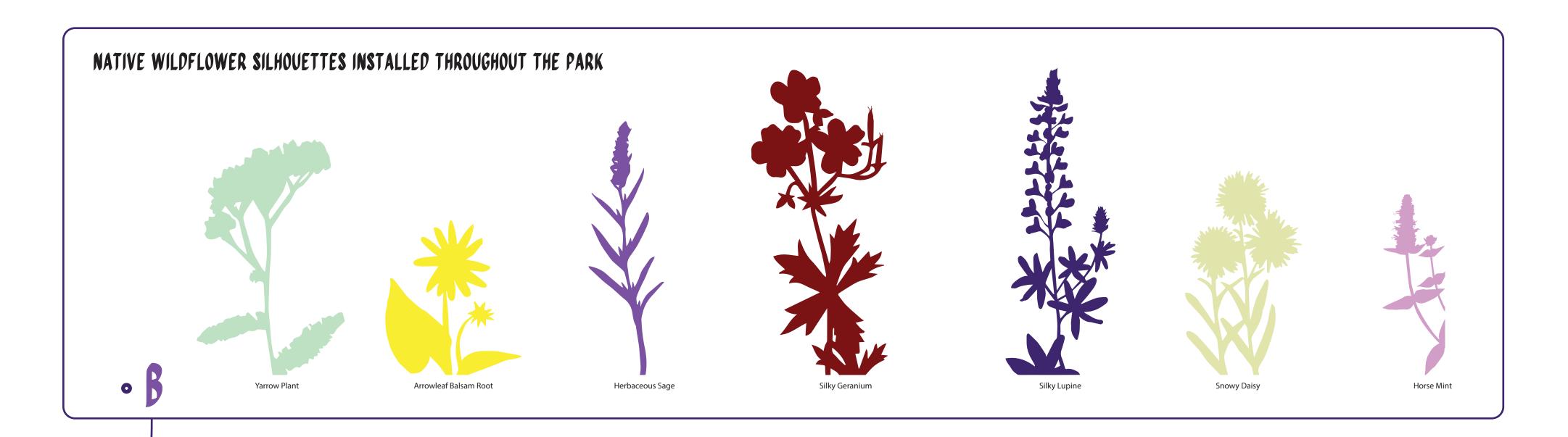
*Note- The following text provided is a draft

WILDFLOWERS, BLOOM!

Selected Proposal included for reference

ART PROPOSAL FOR SAN PABLO PARK, Berkeley, CA | by Michael Arcega

ONE OF SIX POTENTIAL DESIGNS FOR SCULPTURAL SEATING ELEMENTS







The scope of this proposal includes a suite of three elements:

steel, painted with durable exterior enamel paint).

WILDFLOWERS, BLOOM!

Berkeley has long established itself as a leader in Civil Rights and counter-culture movements. Local activists have often used plants as a central component for healing, nurturing, and fostering strength across marginalized groups. Wildflowers, Bloom! is a simple and elegant theme that celebrates beauty, resistance and community. This artwork highlights endangered and useful flowering plants indigenous to Berkeley giving them a larger than life

We use plant-based metaphors like Grass-roots, rhizomatic, cultivating, fruitful, blossom, diasporic and so many more to describe collective efforts and political scenarios. Slogans of resistance like "They tried to bury us, they didn't know we were seeds" are poignant and compelling. We equate plants to empowerment and the potency of community. Wildflowers evoke an unruly beauty that is diverse and stubborn. Like activists, wildflowers embellish humble cracks on sidewalks and enshroud great rolling fields that awe and amaze. They can transform a dreary scene into a heartwarming one. As a metaphor, wildflowers are markers of resistance to homogeneity and colonization.

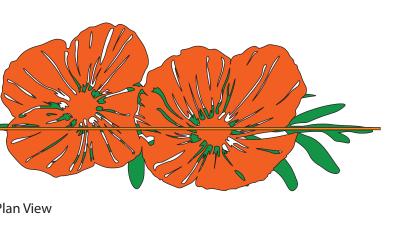
Rather than a centralized monument, this artwork intersperses San Pablo Park with vibrant color and functional sculptures that invite engagement and dialogue. Wildflowers, Bloom! is intended to uplift and create a space that honors indigenous land and creates common ground for collective growth. The title is a call to action to be bold, diverse, and wonderful.

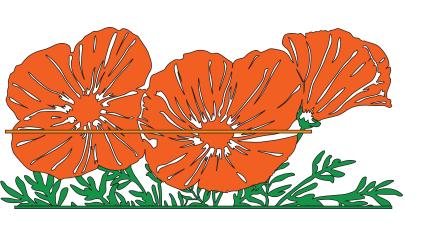
A) 6 Unique Benches of notable flowering plants from the area. This is a series of sculptural seating elements to replace the existing benches. Each functional artwork will be double-sided, approximately 8' wide, 4' tall, and varying seat depth with a maximum of 2 feet on each side (¾" waterjet cut

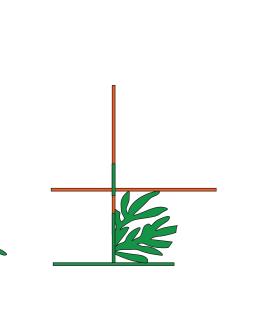
B) **25 Wildflower Silhouettes** will be installed throughout the park. These will be mounted on fences, posts, gates, directional signage, water fountains, bleachers, and other existing features to carry the native wildflower theme throughout, suggesting a rhizomatic spreading of wildness. With a variety of colors, the silhouettes range from 20" to 30" tall (1/4" waterjet cut steel, painted with durable exterior enamel paint).

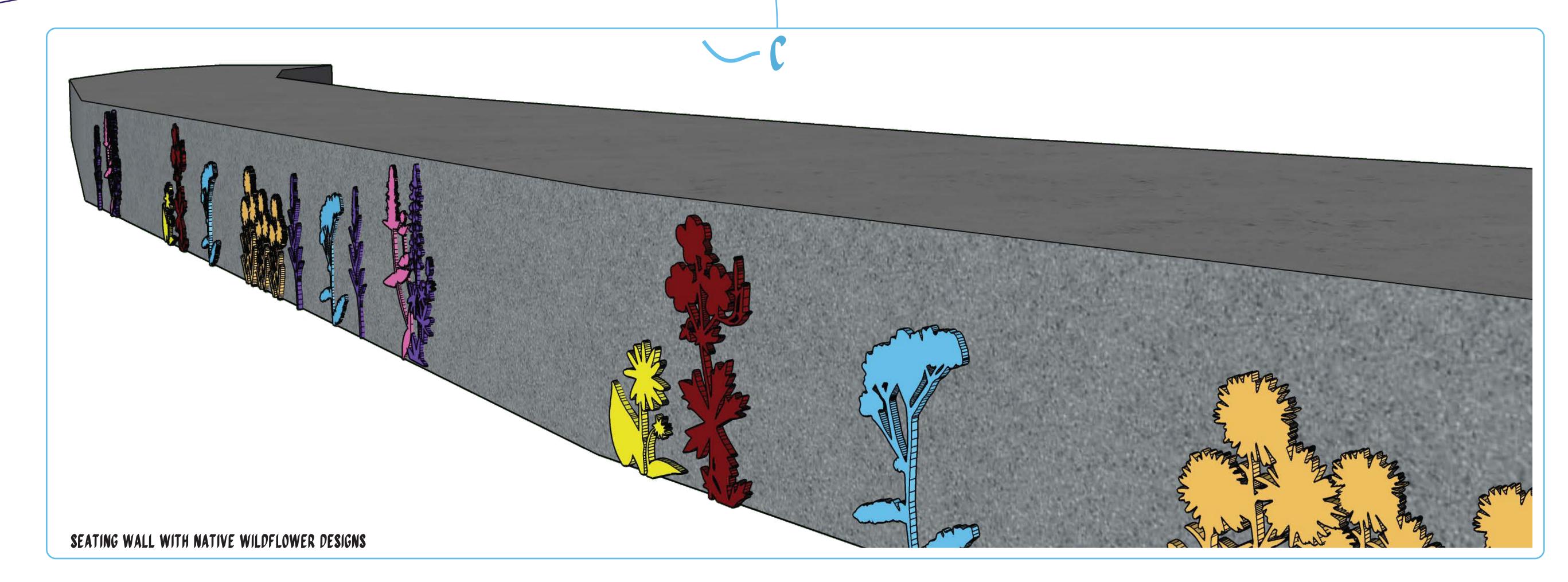
C) 1 Seating Wall with approximately 30 wildflowers. The 14" concrete seating wall will have smaller but more dense arrangements of wildflower silhouettes. They will be attached directly to the concrete. The larger of these silhouettes will be 13" tall (1/4" waterjet cut steel, painted with durable exterior enamel paint).











Photos of Wall at James Kenney Community Center – Possible Mural Opportunity



Commission Action taken before Council Approves Budget	Start Date	End Date
Commission Approval of FY22 Grant Guidelines	9/23/2020	
Call for Panelists	10/26/2020	1/18/2021
FY22 Grant Applications Open	10/26/2020	
Technical Assistance Workshop: Application Workshop for All Grant Categories	11/3/2020	
Topic Workshop: Grant Writing Tips	11/10/2020	
Grant Application Deadline	1/14/2021	
Staff Review of Grant Applications	1/17/2021	2/10/2021
Commission Approval of Panelists	1/27/2021	
Panelist Orientation	2/1/2021	2/19/2021
Panelists Read Applications	2/1/2021	3/1/2021
Grants Panel Meetings	4/1/2021	5/1/2021
Commission Approval of Award Amounts	5/26/2021	
Informational Report to Council	6/1/2021	
Council Budget Approval	6/29/2021	
Award Notices and Invoices Sent	7/1/2021	8/1/2021

Commission Action After Council Approves Budget	Start Date	End Date
Commission Approval of FY22 Grant Guidelines	9/23/2020	9/23/2020
Call for Panelists	10/14/2020	1/14/2021
Grant Info Session: New guidelines/New schedule	10/27/2020	
Topic Workshop: Grant Writing Tips	11/10/2020	
FY22 Grant Applications Open	1/11/2021	
Technical Assistance Workshop: Application Workshop for All Grant Categories	1/19/2021	
Commission Approval of Panelists	1/27/2021	1/27/2021
Staff Review of Grant Applications	3/5/2021	3/19/2021
Grant Application Deadline	3/8/2021	3/8/2021 5pm
Panelist Orientation	3/9/2021	3/11/2021
Panelists Read Applications	3/20/2021	6/1/2021
Grants Panel Meetings- Individual Artists	5/18/2021	
Grants Panel Meetings- Festivals	6/1/2021	
Grants Panel Meetings- Small Organizations	6/8/2021	
Grants Panel Meetings- Med-Size Organizations	6/15/2021	
Grants Panel Meetings- Large Organizations	6/22/2021	
Council Budget Approval	6/29/2021	
Commission Approval of Award Amounts	7/28/2021	
Award Notices and Invoices Sent	8/1/2021	9/1/2021
Informational Report to Council	9/28/2021	



City of Berkeley Individual Artist Project Grant Guidelines FY22 Grant Cycle for Berkeley-based Artists' Projects: July 1, 2021 – June 30, 2022

APPLICTION DEADLINE: MARCH 8, 2021, 5:00pm PST

Applications are available online at: https://www.cityofberkeley.info/oed/
For any questions regarding the grant please contact Civic Arts Staff at civicarts@cityofberkeley.info

IMPORTANT DATES

Civic Arts Grant Info Session Webinar October 27, 2020 November 10, 2020 **Grant Writing Tips Webinar Applications Open** January 11, 2021 January 19, 2021 **Grant Application Technical Assistance Workshop Application Deadline** March 8, 2021 Panel Review Meetings May 18, 2021 City Council Adopts Budget June 29, 2021 Grants Committee Meeting – Funding Recommendations July 14, 2021 Commission Meeting – Grant Awards Approval July 28, 2021 **Grant Activity Period** July 1, 2021 - June 30, 2022

1. PURPOSE, ELIGIBILITY, GRANT AMOUNT, USE RESTRICTIONS & FISCAL SPONSOR

1.1 Purpose

The Individual Artist Project Grants support individual artists living and producing art in Berkeley culminating in a public presentation of their work for the benefit of the community within the grant period, which may include socially distanced presentations or presentations in outdoor spaces if permitted by Health Orders, or may be digital productions or presented online. Such activities may include, but are not limited to: performances of dance, music or theater; visual art presentations, exhibitions or public art projects; social practice projects; media arts or film screenings; literary presentations; or artist talks. The public presentation can be of a work-in-progress or of the final, polished piece. Grant funds are to be used to generate new work, not to stage pre-existing work. All individual artist grantees will participate in an on-line public presentation of their grant funded project organized by the Civic Arts Program to take place in spring 2022.

1.2 Eligibility

Applications that are complete and submitted by the deadline will be accepted from applicants that meet the following conditions:

- Artist is a continuous resident of the City of Berkeley since January 1, 2019. Applicants must submit paperwork demonstrating Berkeley residency with their application.
- Proposed projects must include a public presentation within Berkeley with meaningful, accessible engagement of the public during the grant period.
- Artists in any phase of their artistic career may apply including emerging, midcareer, and

- established artists.
- Artist may not be enrolled as a full-time student at the time of the application or during the grant period.
- Artist may not be an employee of the City of Berkeley, nor plan to be employed by the City of Berkeley at any time during the grant activity period.
- Applicants cannot receive funding for two consecutive grant cycles in the Individual Artist Project
 category. Individual Artist Grantees are required to sit out for three years after each funded grant
 cycle. In addition, grantees are required to close out a grant before applying for new funding.

Please note: Individual Artists are not required to use a Fiscal Sponsor to apply for an Individual Artist grant. Individual Artist Grantees will be paid directly from the City of Berkeley and not through a Fiscal Sponsor.

1.3 Grant Amount

The individual artist project grant amount is \$4,000.

Note: Although a budget is not required for the grant application, applicants should be aware of the tax implications upon receiving the award and maintain the documents required for reporting on state and federal income taxes.

1.4 Funding Use Restrictions

Grant funds may not be used for the following:

- Project production activities outside of the City of Berkeley.
- Projects for which the main intent is curation, archiving, or journalism.
- Deficit or debt reduction.
- An Individual Artist Grant Award may not be combined with another Individual Artist Grant Award to work on the same project.
- An Individual Artist Grant may not be awarded to a grantee who is also applying as an Arts Organization.

2. GRANT APPLICATION MATERIALS

In order to be considered for funding, applicants must submit fully completed grant applications and all required application materials. The Individual Artist Grant application consists of the following components:

- General Application.
- Resume.
- Proof of Residency (from within the last 3 months).
- Work Samples and Descriptions.
- Project Description.

3. EVALUATION CRITERIA & SCORING SYSTEM

3.1 Evaluation Criteria and Weighting

Applications will be evaluated according to the following criteria which are described so that applicants may have an idea of how the panel will score each application:

Artistic & Professional Quality35 percent
 The applicant's art and cultural work demonstrates high quality or promise through its artistic history, accomplishments, and examples of recent previous work from within the last 3 years.
Quality of Proposed Project40 percent
 Project goals and processes are clearly defined, demonstrate originality, clarity and depth of concepts.
 Artist demonstrates that the proposed project will impact their development and future opportunities.
Cultural Equity Impact15 percent
 Demonstrated ability of the applicant to support Berkeley's diverse cultural traditions and values, including capacity to support the City's underserved communities.
 Applicant clearly articulates how their project or artistic expression is rooted in and reflective of historically marginalized communities and geographically underserved areas of the city.
 Public Programming or other on-line media activities that reach out to economically disadvantaged communities and communities that lack conventional arts venues or formal arts programs.
 Applicant articulates their connection to the cultural tradition in which their artwork is rooted and/or their connection to the community that the proposed project intends to serve.
Community Impact10 percent

The proposed public presentation is appropriate to the project goals and feasible in its potential to share the work with a defined Berkeley audience. Artist has identified at least one venue for public presentation or broadcast format/on-line virtual platform.

3.2 Rating System

When evaluating each criterion, panelists will use the following 10-point scale, which is then translated to the appropriate weight for each criterion:

- Exceptional (9 10 points)
- Somewhat Exceeds Expectations (8 8.9 points)
- Meeting Accepted Standards (7 7.9 points)
- Needs Improvement to Warrant Funding (6 6.9 points)
- Does Not Merit Funding (0 5.9 points)

An application must receive an overall score of at least 70 percent of total possible points in order for the panel to consider it for funding. However, achieving a score of at least 70 percent of total possible points does not guarantee that the panel will recommend an application for funding, as funds may not be sufficient to recommend a grant for all applicants that score above the minimum threshold.

4. APPLICATION REVIEW PROCESS

Eligibility Screening 4.1

Civic Arts Program staff will review for completeness and eligibility all applications that meet the

deadline. Applications that pass this initial review will then be evaluated for their strengths by a separate Grant Review Panel, which will rely on the application and related materials submitted by applicants.

4.2 Grant Review Panel

The Review Panel is comprised of individuals with substantial background in the arts, usually drawn from the ranks of experienced and skilled managers and board members of greater Bay Area arts organizations, professional practicing artists from visual and performing arts fields, and experienced arts grant-makers from the philanthropic and public sectors. An open call and application for potential review panelists will be advertised. Review panelists will be approved by the Civic Arts Commission.

Review Panelists must not have any conflict of interest, which is defined as a situation in which a panelist has a competing professional, financial, or personal interest, which might make it difficult to fulfill their duties impartially and could impair an individual's ability to perform their duties and responsibilities objectively. A conflict of interest exists even if no unethical or improper act results. A conflict of interest can create an appearance of impropriety that can undermine confidence in the selection process, the Grants Program, the Civic Arts Commission and the City. If a panelist has a conflict of interest, they must recuse themselves and they must notify the City staff in advance of the panel (so that they're not assigned a lead reader role for those cases) and they must leave the room during any panel discussions regarding the applicant with whom there is a conflict of interest so that the panelist does not influence the process.

Applicants are encouraged to attend the Grant Review Panel meeting which will be held through Zoom Video Webinar. Staff will email the grant review schedule and Zoom link to attend the meeting.

Applicants are not permitted to address the Review Panel. Panel notes summarizing the Review Panel comments will be made available to applicants upon request following City Council's approval of the annual budget.

4.3 Civic Arts Commission Approval and City Council Review

After the Grant Review Panel has scored all applications, the Civic Arts Commission's Grants Committee meets to develop funding recommendations in alignment with the ranking of scores within each category and to align proposed grant awards with available funds and for consistency with granting policies and guidelines, before forwarding the recommendations to the full Civic Arts Commission.

The award amounts as recommended by the Grants Committee are made public at least five business days prior to the Civic Arts Commission approval. The Civic Arts Commission reviews the funding recommendations for approval.

4.4 Appeal or Public Comment to the Civic Arts Commission

In order to evaluate the appeal and for the City's record-keeping purposes, applicant will provide a written appeal to the cityofberkely.info. Appeals and public comments need to be received no later than 24 hours before the final approval at the Civic Arts Commission meeting on July 28, 2021.

5. SELECTED GRANTEE CONTRACTUAL REQUIREMENTS

5.1 Invoices

Grantees may invoice for 100% of the grant amount once they have completed a demographic survey and received the grant award invoice/agreement from the City of Berkeley's Civic Arts Program following

City Council's approval of the fiscal year's budget.

5.2 Final Report

All Grantees must complete and submit the City's Final Report form for the grant no later than 60 days after the fiscal year end and must demonstrate that the grant-funded project was developed and presented in Berkeley with meaningful, accessible engagement of the public during the grant period. Applicants who do not submit a final report will be ineligible from applying for any future Civic Arts Grants.

5.3 Acknowledging City Support

It is important that the Berkeley community know that their local tax dollars make it possible for them to enjoy the caliber of arts produced in Berkeley. All grantees should recognize Civic Arts Grants in the same manner in which it recognizes other contributors in terms of benefits, type size on publications, and frequency of acknowledgement. Failure to comply with this request may affect future grant opportunities.

Grant recipients must acknowledge the City's financial support in all appropriate materials and media. The acknowledgement should read, "Supported in part by a Civic Arts Grant for Individual Artists from the City of Berkeley" or similar language, unless the City is a part of a list of supporters. In the latter case, the acknowledgement may say simply City of Berkeley. Grantees must display the City's logo whenever other sponsor logos are displayed, and in accordance with City logo use guidelines.

5.4 Accommodations

Individuals with disabilities who need reasonable accommodations to participate should make their requests to the Civic Arts Staff at cityofberkeley.info who will work with the Disability Compliance Program to evaluate the individual's request. Individuals must make a disability-related accommodation request at least 72 hours in advance of any deadlines or meetings to ensure that the City has an adequate opportunity to provide reasonable accommodation.

5.5 City Permits and Permissions

The awarding of funds does not imply that the Civic Arts Program or any other City department will produce, exhibit, promote or present the art created. It is the responsibility of the applicant to secure a venue, appropriate insurance and any required permits for public presentations.

If the proposal includes components that require City permits or approval such as publicly installed art, street closures, sound amplification in public space, or murals, the applicant will be solely responsible for securing the necessary permits, permissions, and approvals. This planning should be reflected in your project timeline.

Please note that any art installed with these grant funds on property owned by the City of Berkeley must be reviewed and approved by the Civic Arts Commission starting with the Public Art Committee of the Commission. This applies to murals, public sculpture, and similar projects. It will be the responsibility of the grantee to build this process into their grant plan and timeline. Please contact Civic Art Program staff if you have questions.



City of Berkeley Arts Organizations and Arts Programs Grants Guidelines
FY22 Grant Cycle for Berkeley-based Arts Nonprofit Organizations and Arts Programs of Service
Nonprofits: Two-Year Grant Activity Period of July 1, 2021 – June 30, 2023

APPLICATION DEADLINE: MARCH 8, 2021, 5:00pm PST

Applications are available online at: https://www.cityofberkeley.info/oed/
For any questions regarding the grant please contact Civic Arts Staff at civicarts@cityofberkeley.info

IMPORTANT DATES

Civic Arts Grant Information Session Webinar October 27, 2020 Grant Writing Tips Webinar November 10, 2020 **Applications Open** January 11, 2021 January 19, 2021 Grant Application Technical Assistance Workshop **Application Deadline** March 8, 2021 Panel Review Meetings June 8-22, 2021 City Council Adopts Two-Year Budget June 29, 2021 Grants Committee Meeting – Funding Recommendations July 14, 2021 Commission Meeting - Grant Awards Approval July 28, 2021 **Grant Activity Period** July 1, 2021 - June 30, 2023

1. PURPOSE, ELIGIBILITY, STANDARDS, GRANT AMOUNTS, USE RESTRICTIONS & FISCAL SPONSORS

1.1 Purpose

Recognizing that arts and culture are integral to the Berkeley's identity, history and desirability as a place to live and visit, the Berkeley Civic Arts Commission utilizes its grant making to foster a healthy civic arts ecosystem and to strengthen diverse cultural expressions in order to enrich the city as a whole. Civic Arts grant funds provide general operating support that is strategically targeted to: bolster the growth and stability of Berkeley's arts community; support a wide array of nonprofit arts organizations, and arts programs of service nonprofits throughout the City of Berkeley; and empower and promote equitable representation of cultural perspectives that have been historically marginalized.

1.2 Eligibility

Applications that are complete and submitted by the deadline will be accepted from ALL applicants that meet the following conditions:

- Organization must be housed in the City of Berkeley with its corporate address in the City of Berkeley or operate within a City of Berkeley-owned facility. Organization and fiscal sponsor address will be verified in GuideStar by City staff. (Fiscal Sponsor does not need to be located within the City of Berkeley.)
- Have a majority (at least 51%) of its arts activities in Berkeley for no less than two years.
- Applicant's grant funded operations, programs, or activities take place during July 1, 2021 June 30, 2023.
- Applicants to the Arts Organization Funding Category are able to also submit an application to the 2180 Milvia Street, Berkeley, CA 94704 Tel: (510) 981-7539 TDD: (510) 981-6903 Fax: (510) 981-7099 E-Mail:

- Festivals Funding Category.
- Applicant is in good standing on previous and/or current City of Berkeley Civic Arts Grants and
 any other City department grants or agreements. Note: Any previously awarded Civic Arts Grants
 programming must be completed and closed out and final report submitted before grantees are
 eligible to apply for new funding.
- Demonstrate current nonprofit and tax-exempt status, as identified by Section 501(c)(3) of the Internal Revenue Code. The following additional documentation must be made available upon request: organizational by-laws, roster and meeting calendar for a functioning Board of Directors or advisory group, copies of meeting minutes and resolutions.
- Applicants WITHOUT tax-exempt 501(c)(3) status must acquire a nonprofit and tax-exempt 501(c)(3) fiscal sponsor and must submit a current letter of agreement between the applicant organization and fiscal sponsor that was executed within the last 3 years.
- Applicant must be one of the following:
 - A nonprofit organization with a mission statement clearly focused on the development, production, and/or presentation of arts and culture.
 - An ongoing program of a non-arts or service-based nonprofit organization that is focused on the development, production, and/or presentation of arts and culture. The applicant's organizational budget category will be based on the arts-program budget only.
- Organizations that are not primarily arts or cultural providers are eligible to apply only if they
 are committed to the development of an ongoing, substantial, and integral arts program within
 their organization.
- The organization must operate and offer its arts programs in a non-discriminatory manner and in compliance with all applicable laws, including, without limitation, anti-discrimination laws covering protected classes.

1.3 Standards of Practice

The following Standards of Practice provide practical benchmarks to guide and measure organizational grant applicants relative to professional practices in the field which support the overall well-being of the arts ecosystem. An organization's adherence to these standards is taken into consideration by the review panel as part of the grant application evaluation as described Section 3.1: Evaluation Criteria and Weighting.

Recommended Minimum Standards of Practice for All Applicant Organizations

- Artists who are participating in programming in a substantial way are compensated with at least an honorarium, except for:
 - Artists enrolled as students who are receiving course credit for their involvement with the organization.
 - Artists who are amateur participants in a community arts organization such as a community chorus or a community orchestra.
 - Artists who are amateur participants in a non-accredited arts and cultural training program, such as a school of theater or school of dance.

Additional Recommended Standards for Applicant Organizations with average annual budgets above \$500,000

- At least the equivalent of one full-time paid employee with duties including executive and/or artistic management.
- Current practice of Annual Reviewed Year-End Financial Reports.
- Healthy ratio of budget spent on administration and overhead to programs and artist fees.
- Artists and staff compensated at generally accepted professional standards for the field within the

- San Francisco Bay Area.
- Provide reasonable accommodations for people with disabilities to ensure access to offices, rehearsal spaces, training and other facilities necessary to prepare programs.

1.4 Grant Amounts & Grant Cycle

Civic Arts Grants are now operating on a two-year grant cycle. Grant applications are only being accepted once every two years. Applications will be accepted in spring 2021 for the two-year cycle of FY22 (July 1, 2021 – June 30, 2022) and FY23 (July 1, 2022 – June 30, 2023). Grant award amounts determined through this process will be paid out to grantees on an annual basis contingent upon the allocation of funds from the City Council annually.

The total amount allocated to each of the three grant categories (Arts Organizations, Festivals, and Individual Artists) will be recommended by the Civic Arts Commission's Grants Committee after an evaluation of the review panel results and based upon the size of the applicant pools and the corresponding scores. The Grants Committee's recommendation will be forwarded to the full Civic Arts Commission for approval.

Arts Organizations Grants are awarded according to the following categories:

Organization Size based on 2-year Average Annual Budget	Possible Annual Grant Award Amount
Small Organizations: 2-year average annual budget up to \$100,000	up to \$8,000
Mid-Size Organizations: 2-year average budget \$100,000 -	αρ το ψο,σοσ
\$1,000,000	up to \$10,000
Large Organizations:2-year average budget over \$1,000,000	up to \$12,000

Budget levels will be calculated based on cash income. In-kind donations and volunteer work may be listed but should be kept separately from the budget numbers used for calculating eligibility.

1.5 Funding Use Restrictions

The following restrictions apply to **ALL applicants**:

- Applicant organization may not be an agency or department within the City of Berkeley.
- Applicant organizations may only apply for one Arts Organizations Grant, however Applicant may apply for both an Arts Organization Grant and a Festival Grant.
- Applicant organization may not also apply for an Individual Artist Project Grant.
- Any previously awarded Arts Organizations Grant programming must be completed and closed out and final report submitted before new grant funds will be disbursed.
- Public and private K-12 schools and school districts are not eligible for funding.
 Organizations may apply to work in after-school programs, but grant funded activities may not be part of the school day curriculum.
- The awarding of funds does not imply that the Civic Arts Program or any other City department will produce, exhibit, or present the art created. It is the responsibility of the applicant to secure a venue and any required permits for public activities.

The City of Berkeley DOES NOT fund the following:

 Organizations or activities that are part of the curriculum of colleges or universities (this does not apply to artistic presenting units of a university or college that are working on a program outside of the curriculum).

- For-profit organizations.
- Start-up costs/seed money for new organizations or businesses.
- Social service-oriented projects that are not primarily arts focused.
- Operating expenses for private commercial facilities.
- Programs taking place in school during the daily curriculum.
- Out-of-state travel.
- Programming or activities taking place outside of the grant window.
- Capital construction and/or acquisitions (except for ADA accessibility improvements).
- Equipment purchases.
- Events where fundraising is the primary purpose.
- Deficit or debt reduction.

1.6 Fiscal Sponsors

Definition of Fiscal Sponsor: Fiscal sponsor is a 501(c)(3) tax exempt and nonprofit organization that has been assigned the responsibility to process the funds of another organization. This can take the form of processing a single check or providing complex accounting services and project oversight and is unique to each circumstance.

Organizations applying for funding through a Fiscal Sponsor should take particular note of the following requirements that the Fiscal Sponsor must meet:

- Fiscal Sponsor shall be responsible for all fiscal obligations of the grantee's awarded funds.
- Fiscal sponsors may be located anywhere within the United States.
- A written contract or Letter of Agreement dated within the last 3 years between the
 applicant and the Fiscal Sponsor specifying the conditions of the Fiscal Sponsor
 arrangement must accompany the Grant application. (This agreement must be between
 the Fiscal Sponsor and the organization; a memorandum or letter to the Civic Arts
 Commission is not sufficient).
- If the Fiscal Sponsor is also an applicant to the Arts Organizations Grants Program for their own organization, any funds awarded to the organizations that they fiscally sponsor will not be counted as part of the fiscal sponsor's application budget.
- Information submitted in the grant application, including all budget information, applies to the organization conducting the program, not the Fiscal Sponsor.

2. GRANT APPLICATION MATERIALS

In order to be considered for funding, applicants must submit fully completed grant applications and all required application materials. The Arts Organizations Grants Program application consists of the following components:

- General Application.
- Narrative Description.
- Program Calendar (last, current, and projected year).
- Staff and/or Project Personnel Bios (relevant to program focus).
- List of Board of Directors.
- 2 Year Budget Form, including budget notes.
- 501(c)(3) Federal Tax Exempt Status Letter (unless fiscally sponsored).
- If fiscally sponsored: Fiscal Sponsor Supplement including a letter of agreement between applicant and fiscal sponsor and the fiscal sponsor's Federal Tax Exempt Status Letter within the last 3 years

Work Samples and Descriptions of Art Programs/Activities from within the last 3 years.

3. EVALUATION CRITERIA & SCORING SYSTEM

3.1 Evaluation Criteria and Weighting

Applications will be evaluated according to the following criteria which are described so that applicants may have an idea of how the panel will score each application:

Capacity______25 percent

- Applicant demonstrates qualifications and capacity of staff and board relative to programming and operational goals and organization demonstrates ability to obtain necessary funding.
- Demonstrated financial health for no less than two years as evidenced by:
 - Receiving diverse sources of funding and not being overly dependent on any one source of contributed income.
 - Managing a budget size and percentage of earned revenue appropriate to the programming or arts activity.
 - Not carrying an operating deficit unless it is strategically planned with reserves to cover the deficit.
- Given the applicant's budget size and age, the general state of its governance and organizational development, management, and operational and financial soundness, ability to achieve appropriate audience and fundraising goals; extent of operational innovativeness and adaptability to external trends.
- Applicant is in good standing with the City of Berkeley and has met final reporting requirements for previously awarded grants in a timely manner. Organizations who have submitted prior year's final report late will have their scores reduced according to how late the report was submitted. See Section 3.3.
- Adherence to Standards of Practice outlined in Section 1.

Cultural Equity Impact______15 percent

- Demonstrated ability of the applicant to support Berkeley's diverse cultural traditions and values, including capacity to support and empower the City's underserved communities.
- Applicant clearly articulates how their program, project or artistic expression is rooted in and reflective of historically marginalized communities and geographically underserved areas of the city.

- Programming and other activities that reach out to economically disadvantaged communities and communities that lack conventional arts venues or formal arts programs.
- The organization demonstrates a commitment to cultural equity. For example, strategic board development to ensure that the board of directors includes members from historically marginalized communities.

Community Impact	10 percen
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- Applicant clearly articulates programs and outreach appropriate to their identified audience(s); programs clearly and significantly support the communities, partners, and artists identified. This may include socially distanced programming and outdoor spaces programming if permitted by Health Orders, or digital productions and online/virtual classes/workshops.
- The reach of the applicant's core programs and the extent to which they engage audiences and
 provide opportunities for participatory involvement in the arts, including targeted engagement
 and lifelong arts learning opportunities (i.e., youth, seniors, etc.); the effectiveness of its
 audience-development activities and its plans for reaching a diverse, broad-based audience and
 the contribution it makes to sustaining a local community of artists.

3.2 Rating System

When evaluating each criterion, panelists will use the following 10-point scale, which is then translated to the appropriate weight for each criterion:

- Exceptional (9 10 points)
- Somewhat Exceeds Expectations (8 8.9 points)
- Meeting Accepted Standards (7 7.9 points)
- Needs Improvement to Warrant Funding (6 6.9 points)
- Does Not Merit Funding (0 5.9 points)

An application must receive an overall score of at least 70 percent of total possible points in order for the panel to consider it for funding. However, achieving a score of at least 70 percent of total possible points does not guarantee that the panel will recommend an application for funding, as funds may not be sufficient to recommend a grant for all applicants that score above the minimum threshold. Prior success in receiving an Arts Organizations Grant is no assurance that an applicant will be awarded another grant.

3.3 Scoring penalty for late final reports

Final reports are typically due no later than August 29 following the close of the City of Berkeley's fiscal year on June 30. For the FY19/20 grants, that deadline was extended to December 31, 2020 due to COVID-19. Grantees who submitted their final reports for the FY 19/20 Civic Arts Grants late will receive a grant application score penalty as follows:

For reports submitted after the 12/31 deadline For each month after the deadline (the last day of the month) 5 points deducted from total score Another 5 points deducted from total score. (Penalty accrues monthly)

4. APPLICATION REVIEW PROCESS

4.1 Eligibility Screening

Civic Arts Program staff will review for completeness and eligibility all applications that meet the deadline. Applications that pass this initial review will then be evaluated for their strengths by a separate Grant Review Panel, which will rely on the application and related materials submitted by applicants.

2180 Milvia Street, Berkeley, CA 94704 ● Tel: (510) 981-7539 ● TDD: (510) 981-6903 ● Fax: (510) 981-7099 E-Mail:

4.2 Grant Review Panel

Applications will be reviewed in categories differentiated into three categories (Small, Mid-Size Organizations, and Large Organizations) in order to make the competition among applications more equitable.

The Review Panel is comprised of individuals with substantial background in the arts and a demonstrated commitment to cultural equity, usually drawn from the ranks of experienced and skilled managers and board members of greater Bay Area arts organizations, professional practicing artists from visual and performing arts fields, and experienced arts grant-makers from the philanthropic and public sectors. An open call and application for potential review panelists will be advertised. Review panelists will be approved by the Civic Arts Commission.

Review panelists must not have any conflict of interest, which is defined as a situation in which a panelist has a competing professional, financial, or personal interest, which might make it difficult to fulfill his or her duties impartially and could impair an individual's ability to perform his or her duties and responsibilities objectively. A conflict of interest exists even if no unethical or improper act results. A conflict of interest can create an appearance of impropriety that can undermine confidence in the selection process, the Grants Program, the Civic Arts Commission and the City. If a panelist has a conflict of interest, they must recuse themselves and they must notify the City staff in advance of the panel (so that they're not assigned a lead reader role for those cases) and they must leave the room during any panel discussions regarding the applicant with whom there is a conflict of interest so that the panelist does not influence the process.

The City may engage an experienced consultant to conduct an in-depth examination of aspects of selected applications, in which case the consultant's reports will also be provided to the Review Panel. In addition, the City may provide prior grant report information and other officially gathered information to the Review Panel.

Applicants are encouraged to attend the Grant Review Panel meeting which will be held through Zoom Video Webinar. Staff will email the grant review schedule and Zoom link to attend the meeting.

Applicants are not permitted to address the Review Panel. Panel notes summarizing the Review Panel comments will be made available to applicants upon request following City Council's approval of the annual budget.

4.3 Civic Arts Commission Approval and City Council Review

After the Grant Review Panel has scored all applications, the Civic Arts Commission's Grants Committee meets to develop funding recommendations in alignment with the ranking of scores within each category and to align proposed grant awards with available funds and for consistency with granting policies and guidelines, before forwarding the recommendations to the full Civic Arts Commission.

The award amounts as recommended by the Grants Committee are made public at least five business days prior to the Civic Arts Commission approval. The Civic Arts Commission reviews the funding recommendations for approval. Grant awards are subject to the City Council's adoption of the annual budget, which usually occurs in June.

4.4 Appeal or Public Comment to the Civic Arts Commission

In order to evaluate the appeal and for the City's record-keeping purposes, applicant will provide a

written appeal to the <u>civicarts@cityofberkely.info</u>. Appeals and public comments need to be received at least 24 hours before the final approval at the Civic Arts Commission meeting on July 28, 2021.

5. SELECTED GRANTEE CONTRACTUAL REQUIREMENTS

5.1 Business License

Successful grant applicants must have a current Berkeley Business License in order for their grant awards to be processed.

5.2 Invoices

Grantees may invoice for 100% of the grant amount once they have received the grant award invoice/agreement from the City of Berkeley's Civic Arts Program.

5.3 **Progress Report** and Final Report

All Grantees must complete and submit the City's Mid-Cycle Grant Progress Report form at the end of the first year no later than 60 days after the fiscal year end and the City's Final Report form for the grant no later than 60 days after the fiscal year end of the second year. Grantees must be current on filing required reports before they can receive grant funding. Submitting a progress report and/or final report later than the deadline will affect the applicant's score for the following year's grant application as noted in the scoring criteria – see section 3.3 "Scoring penalty for late final reports." Applicants who have not submitted a progress report and final report will be ineligible from applying for any future Civic Arts Grants.

5.4 Accommodations

Individuals with disabilities who need reasonable accommodations to participate should make their requests to the Civic Arts Staff at cityofberkeley.info who will work with the Disability Compliance Program to evaluate the individual's request. Individuals must make a disability-related accommodation request at least 72 hours in advance of any deadlines or meetings to ensure that the City has an adequate opportunity to provide reasonable accommodation.

5.5 Acknowledging City Support

It is important that the Berkeley community know that their local tax dollars make it possible for them to enjoy the caliber of arts produced in Berkeley. All grantees should recognize Civic Arts Grants in the same manner in which it recognizes other contributors in terms of benefits, type size on publications, and frequency of acknowledgement. Failure to comply with this request may affect future grant opportunities.

Grant recipients must acknowledge the City's financial support in all appropriate materials and media. The acknowledgement should read, "Supported in part by a Civic Arts Grant for Arts Organizations from the City of Berkeley" or similar language, unless the City is a part of a list of supporters. In the latter case, the acknowledgement may say simply City of Berkeley. Grantees must display the City's logo whenever other sponsor logos are displayed, and in accordance with City logo use guidelines.



City of Berkeley Festival Grant Guidelines

FY22 Grant Cycle for Festivals and Special Events Taking Place: July 1, 2021 – June 30, 2022

APPLICATION DEADLINE: MARCH 8, 2021, 5:00pm PST

Applications are available online at: https://www.cityofberkeley.info/oed/

For any questions regarding the grant please contact Civic Arts Staff at civicarts@cityofberkeley.info

IMPORTANT DATES

Civic Arts Grant Information Session Webinar October 27, 2020 November 10, 2020 Grant Writing Tips Webinar **Applications Open** January 11, 2021 **Grant Application Technical Assistance Workshop** January 19, 2021 **Application Deadline** March 8, 2021 Panel Review Meetings June 1, 2021 City Council Adopts Budget June 29, 2021 Grants Committee Meeting – Funding Recommendations July 14, 2021 Commission Meeting - Grant Awards Approval July 28, 2021

Grant Activity Period July 1, 2021 – June 30, 2022

DEFINITION, PURPOSE, ELIGIBILITY, GRANT AMOUNTS, USE, RESTRICTIONS, & 1. **FISCAL SPONSORS**

1.1 **Definition**

Festivals are defined as a wide variety of public events including arts festivals, celebrations of cultural heritage relevant to Berkeley residents, and other events that celebrate a community, a neighborhood or a shared cultural interest. Public events may include socially distanced programming and events taking place in outdoor spaces if permitted by Health Orders, or digital productions and online/virtual on-line media.

1.2 **Purpose**

The purpose of the Festival Grant Program is to support community festivals and special events that: celebrate and preserve a rich variety of cultural opportunities for Berkeley's residents; bolster the city's vitality; and increase Berkeley's visibility and reputation as a desirable destination for visitors. The Festival Grant Program supports a range of events throughout the City from small-scale and first-time events to large scale and established festivals. Festival Grant Program-funded events must be open to the entire public and have at least some portion of the festival which is free admission, although festivals may include fee-based access to select portions of the event.

1.3 **Eligibility**

Applications that are complete and submitted by the deadline will be accepted from organizations that meet the following conditions:

At least one of the applicant team members (applicant organization or event producer) must have produced at least two events at a comparable scale to the proposed grant-funded event.

- Designated as a not-for-profit corporation under Section 501(c)(3), 501(c)(4), or 501(c)(6) of the Internal Revenue Code. Organization/fiscal sponsor 501(c) status must be current and may be verified by City staff.
- Organization must be housed in the City of Berkeley with its corporate address in the City of Berkeley. Organization address will be verified by City staff.
- Organization's event takes place at some point during July 1, 2021 June 30, 2022 in the City of Berkeley.
- Organization a) is not a division/department within the City of Berkeley; and b) is in good standing on previous and/or current City of Berkeley grants and with other City departments.
- Applicant is in good standing on previous and/or current City of Berkeley Civic Arts Grants and any other City department grants or agreements. Note: Any previously awarded Civic Arts Grants programming must be completed and closed out and final report submitted before grantees are eligible to apply for new funding.
- Declared ability to meet City requirements for funded events:
 - Be able to meet the City of Berkeley's business license and, if event is taking place on City property, special event permit requirements. See Section 5. "Selected Grantee Contractual Requirements" for details.
 - Projects must be developed and presented in Berkeley and culminate in a local event or festival with meaningful, accessible engagement of the public within the grant period.

1.4 Grant Amounts

The Festival Grant Program operates on a one-year cycle based on the City of Berkeley Fiscal Year (July 1–June 30). Awards will be contingent on the allocation of funds from the City Council each year. The total amount allocated to each of the three grant categories (Arts Organizations, Festivals, and Individual Artists) will be recommended by the Civic Arts Commission's Grants Committee after an evaluation of the review panel results and based upon the size of the applicant pools and the corresponding scores. The Grants Committee's recommendation will be forwarded to the full Civic Arts Commission for approval.

Festival Grants will be awarded accordingly:

Festival Size based on Event Budget	Possible Grant Award Amount
Small Events with a proposed budget of up to \$5,000	up to \$3,000
Mid-Size Events with a proposed budget between \$5,001 -	
\$50,000	up to \$5,000
Large Events with a proposed budget over \$50,000	up to \$7,000

Budget levels will be calculated based on cash income. In-kind donations may be listed but should be kept separately from the budget numbers used for calculating category eligibility.

1.5 Funding Use Restrictions

- Grant funds may not be used for:
 - Previous year's operating deficit.
 - Administrative costs or other organizational costs unrelated to production of the event.
 - Capital improvement projects.
 - o Programs in the schools during school hours.
 - Ongoing and continuous programs that occur year-round.
- No part of the grant shall be used to promote or inhibit religion nor for any political advocacy.

- Applicant organization cannot submit more than one application for the Festival Grant Program category. (This does not apply to fiscal sponsors who are submitting applications on behalf of different fiscally sponsored projects or event producers who may be producing other festivals.)
- Activities not available to the general public.
- Non-virtual activities taking place outside the City of Berkeley. If the festival takes place in other
 cities in addition to Berkeley, Civic Arts Grants funding may only be used for the events taking
 place within the City of Berkeley. Budgets must distinguish which portion of the funds will be
 spent within Berkeley and which portion will be spent outside of Berkeley.
- Events where fundraising is the primary purpose.

1.6 Fiscal Sponsors

Definition of Fiscal Sponsor: Fiscal sponsor is a 501(c) tax exempt and nonprofit organization that has been assigned the responsibility to process the funds of another organization. It is the responsibility of the fiscal sponsor organization to consult with a tax professional to determine whether their particular tax exempt designation allows them to fiscally sponsor another organization. Fiscal sponsorship may take the form of processing a single check or providing complex accounting services and project oversight and is unique to each circumstance.

Organizations applying for funding through a Fiscal Sponsor should take particular note of the following requirements that the Fiscal Sponsor must meet:

- Fiscal Sponsor shall be responsible for all fiscal obligations of the grantee's awarded funds.
- Fiscal sponsor may be located anywhere within the United States.
- A written contract or Letter of Agreement within the last 3 years between the applicant and the Fiscal Sponsor specifying the conditions of the Fiscal Sponsor arrangement must accompany the grant application. (This agreement must be between the Fiscal Sponsor and the organization; a memorandum or letter to the Civic Arts Commission is not sufficient).
- If the Fiscal Sponsor is also an applicant to the Festival Grant Program for their own organization's festival grant applications, any funds awarded to the organizations that they fiscally sponsor will not be counted as part of the fiscal sponsor's application budget.
- Information submitted in the grant application, including all budget information, applies to the organization conducting the festival, not the Fiscal Sponsor.

2. GRANT APPLICATION MATERIALS

In order to be considered for funding applicants must submit fully completed grant applications and all required application materials. The Festival Grant Program application consists of the following components:

- General Organization and Event Information.
- Event Narrative.
- Staff and/or Event Personnel Bios and/or Event producer's Resume.
- Board of Directors or Working Group Roster, including occupation, city of residence and term of
 office.
- Event Budget Form and Budget notes.
- Current 501(c) Letter within 3 years.
- **If fiscally sponsored:** Fiscal Sponsor Supplement including a letter of agreement between applicant and fiscal sponsor and the fiscal sponsor's Federal Tax Exempt Status Letter.
- Supporting Materials: Maximum of three items total that reflect the applicant's event. Examples

include PDF copy of the following: brochures, catalogues, programs or other collateral produced by the applicant and/or press reviews or articles from sources outside the organization.

- Declaration to meet City Special Event Requirements.
- Staff may request that the applicant provide the following updated documents prior to the Panel Review:
 - Current 501(c) determination letter from the Internal Revenue Service.
 - Certified Articles of Incorporation and organization By-Laws.

3. EVALUATION CRITERIA & SCORING SYSTEM

3.1 Evaluation Criteria and Weighting

Applications will be evaluated according to the following criteria which are described so that applicants may have an idea of how the panel will score each application:

Event narrative & significance & community impact 25 percent

- Clarity of the event's vision and how well the event relates to the applicant's mission, purpose and goals.
- How well the event demonstrates celebration of cultural richness, historical significance and/or the significance of their neighborhood's uniqueness.
- Evaluation of estimated attendance and participatory activities.
- Extent to which the entire festival is free of admission.
- Demonstrated community benefit through indicators such as: contribution to the City of Berkeley
 as a cultural destination, attraction of people and volume of activities in a specific location that
 result in the vibrancy of a geographic area, number of participating artists, and local organization
 participation.
- Extent of positive impact on neighborhood where event occurs. How well the event aligns with the
 culture of the neighborhood where event occurs. How well the event reaches the targeted
 audience.

Communications, marketing, and outreach 20 percent

- Ability to build a greater community understanding of the event.
- Effectiveness of conducting outreach through public awareness campaigns (social media, press releases, flyers, posters, newspaper ads, speakers' bureaus, etc.)

Financial and budgetary capabilities/leveraging of City funding 20 percent

- Demonstrated financial health, evidenced by:
 - Receiving outside sources of funding.
 - Managing a budget size and percentage of earned revenue appropriate to the activity.
 - Not carrying an accumulated debt greater than 25% of the proposed festival budget.
 - For large and mid-size festivals: Having more than one source of funding for event. Small festivals may rely on only one source of contributed income.
- Ability to produce a profitable or break-even event measured on a cash basis.
- Extent of diversified financial support and in-kind contributions and/or volunteer resources used to leverage the City's grant funding.
- Evaluation of event's dependence on City funds and City in-kind donations of services and City waiver of fees – Does the event receive simultaneous funds from multiple City of Berkeley funding sources including collaborators seeking funds from the City to work on different components of the same project? How much funding is being provided by City departments and individual Council members?

Applicant is in good standing with the City of Berkeley and has met final reporting requirements
for previously awarded grants in a timely manner. Organizations who have submitted prior year's
final report late will have their scores reduced according to how late the report was submitted:
See section 3.3.

Ability to produce a quality, well-planned, safe event______20 percent

- Organization/event producer demonstrates strong accomplishments, and provides examples of previous achievements that are relevant to the proposed event.
- Ability to acquire necessary permits in a timely fashion.
- Experience in producing and promoting well-planned, safe events. If producing an on-line virtual event, has experience producing digital content, uses a widely accessible digital platform, and clearly describes digital outreach.
- Depth of managerial and organizational capacity.
- Demonstrated sound administration and fiscal management, evidenced by:
 - An active advisory board or working committee that takes responsibility for event.
 - A budget and staff appropriate to the scale of the activity.
 - A reasonable plan to retire debt—if applicable.

Cultural equity impact_______15 percent

- Demonstrated ability of the applicant to support Berkeley's diverse cultural traditions and values, including capacity to support the City's underserved communities.
- Applicant clearly articulates how their event is rooted in and reflective of historically marginalized communities and geographically underserved areas of the city.
- Event reaches out to economically disadvantaged communities and communities that lack conventional arts venues or formal arts programs.
- The applicant organization demonstrate a commitment to cultural equity. For example, strategic board development to ensure that the board of directors includes members from historically marginalized communities.

3.2 Rating System

When evaluating each criterion, panelists will use the following 10-point scale, which is then translated to the appropriate weight for each criterion:

- Exceptional (9 10 points)
- Somewhat Exceeds Expectations (8 8.9 points)
- Meeting Accepted Standards (7 7.9 points)
- Needs Improvement to Warrant Funding (6 6.9 points)
- Does Not Merit Funding (0 − 5.9 points)

An applications must receive an overall score of at least 70 percent of total possible points in order for the panel to consider it for funding. However, achieving a score of at least 70 percent of total possible points does not guarantee that the panel will recommend an application for funding, as funds may not be sufficient to recommend a grant for all applicants that score above the minimum threshold.

3.3 Scoring penalty for late final reports

Final reports are typically due no later than August 29 following the close of the City of Berkeley's fiscal year on June 30. For the FY19/20 grants, that deadline was extended to December 31, 2020 due to COVID-19. Grantees who submitted their final reports for the FY19/20 Civic Arts Grants late will receive

a grant application score penalty as follows:

For reports submitted after the 12/31 deadline For each month after the deadline (the last day of the month) 5 points deducted from total score Another 5 points deducted from total score. (Penalty accrues monthly)

4. APPLICATION REVIEW PROCESS

4.1 Eligibility Screening

Civic Arts Program staff will review for completeness and eligibility all applications that meet the deadline. Applications that pass this initial review will then be evaluated for their strengths by a separate Grant Review Panel, which will review the applications and related materials submitted by applicants.

4.2 Grant Review Panel

Applications will be reviewed in three differentiated categories (Small, Medium and Large events) based upon proposed event budget in order to make the competition among applications more equitable.

The Review Panel will be comprised of individuals experienced in special event grant funding and City staff familiar with special events in Berkeley. An open call and application for potential review panelists will be advertised. Review panelists will be approved by the Civic Arts Commission.

Review Panelists must not have any conflict of interest, which is defined as a situation in which a panelist has a competing professional, financial, or personal interest, which might make it difficult to fulfill his or her duties impartially and could impair an individual's ability to perform his or her duties and responsibilities objectively. A conflict of interest exists even if no unethical or improper act results. A conflict of interest can create an appearance of impropriety that can undermine confidence in the selection process, the Grants Program, the Civic Arts Commission and the City. If a panelist has a conflict of interest, they must recuse themselves and they must notify the City staff in advance of the panel (so that they're not assigned a lead reader role for those cases) and they must leave the room during any panel discussions regarding the applicant with whom there is a conflict of interest so that the panelist does not influence the process.

Applicants are encouraged to attend the Grant Review Panel meeting which will be held through Zoom Video Webinar. Staff will email the grant review schedule and Zoom link to attend the meeting.

Applicants are not permitted to address the Review Panel. Panel notes summarizing the Review Panel comments will be made available to applicants upon request following City Council's approval of the annual budget.

4.3 Civic Arts Commission Approval and City Council Review

After the Grant Review Panel has scored all applications, the Civic Arts Commission's Grants Committee meets to develop funding recommendations in alignment with the ranking of scores within each category and to align proposed grant awards with available funds and for consistency with granting policies and guidelines, before forwarding the recommendations to the full Civic Arts Commission.

The award amounts as recommended by the Grants Committee are made public at least five business days prior to the Civic Arts Commission approval. The Civic Arts Commission reviews the funding recommendations for approval and once approved. Grant awards are subject to the City Council's adoption of the annual budget, which usually occurs in June.

4.4 Appeal or Public Comment to the Civic Arts Commission

In order to evaluate the appeal and for the City's record-keeping purposes, applicant will provide a written appeal to the cityofberkely.info. Appeals and public comments need to be received at least 24 hours before the final approval at the Civic Arts Commission meeting on July 28, 2021.

5. SELECTED GRANTEE CONTRACTUAL REQUIREMENTS

5.1 Business License

All team members (fiscal sponsor, applicant organization and event producer) from the successful grant applicant team must have a current Berkeley Business License.

5.2 Invoices

Grantees may invoice for 100% of the grant amount once they have received the grant award invoice/agreement from the City of Berkeley's Civic Arts program and completed a demographic survey online.

5.3 Final Report

Festival grantees must submit a Final Report for the event on a City-provided form (to include a post-event evaluation, estimated attendance and final budget). While grantees may submit final reports as soon as the grant funded event has taken place, they must submit the final report no later than 60 days after the grant period ends at the latest. Grantees must be current on filing required reports before they can receive grant funding. Final report must demonstrate that the projects was developed and presented in Berkeley and culminated in a local event or festival with meaningful, accessible engagement of the public within the grant period. Submitting a final report later than the deadline will affect the applicant's score for the following year's grant application as noted in the scoring criteria – see section 3.3 "Scoring penalty for late final reports." Applicants who have not submitted a final report will be ineligible from applying for any future Civic Arts Grants.

5.4 Accommodations

Individuals with disabilities who need reasonable accommodations to participate should make their requests to the Civic Arts Staff at cityofberkeley.info who will work with the Disability Compliance Program to evaluate the individual's request. Individuals must make a disability-related accommodation request at least 72 hours in advance of any deadlines or meetings to ensure that the City has an adequate opportunity to provide reasonable accommodation.

5.5 Acknowledging City Support

Grant recipients must acknowledge the City's financial support in all appropriate materials and media. The acknowledgement should read, "Supported in part by a Civic Arts Grant for Festivals from the City of Berkeley" or similar language, unless the City is a part of a list of supporters. In the latter case, the acknowledgement may say simply City of Berkeley Festival Grant. Grantees must display the City's logo wherever other sponsor logos are displayed, and in accordance with City logo use guidelines.

5.6 Permits

The awarding of funds does not imply that the City of Berkeley's Civic Arts Program or any other City department will produce, exhibit, or present the event or art created for the event. It is the responsibility of the festival grantee to secure the event venue and obtain the necessary event permits from the appropriate City departments and governmental agencies. The awarding of a Festival Grant does not

guarantee event permit approval from the City. Organizations planning to conduct an event on outdoor public property in the City of Berkeley must submit a Special Event Permit Application to the City of Berkeley and are responsible for all permit fees and costs. In addition, successful grant applicants must comply with the City of Berkeley's insurance requirements demonstrating adequate insurance and liability coverage for their event.

5.7 Refund of City Funds if Grant-Funded Event Does Not Take Place
If a grantee's grant-funded event does not take place for any reason within the grant activity period
(City's fiscal year during which the event was funded to occur), the grantee must refund all grant
payments received from the City for the event.



Measure T1 Infrastructure Bond Program

UPDATE TO PARTICIPATING NEIGHBORHOOD FRIENDS GROUP FEBRUARY — SEPTEMBER 2020

Agenda

- Introductions
- Phase 1 Update
- Phase 2 Public Process
- Phase 2 Project Input



T1 Overview – Key Dates

- Phase 1
 - ❖ November 2016 Passage of Measure T1 Bond
 - June 2017 Council approved list of 33 projects for Phase 1
 - July 2017 Project work begins
 - ❖ November 2017 \$35 million bonds sold
 - December 2017 5 new T1 staff on board
 - March 2020 Initial 2 year audit complete
 - **❖ November 2020 85% Expenditure Deadline**



T1 Phase 1 Overview Council Actions

- ❖ June 2017 Council approves list of 33 projects for Phase 1
- ❖November 2017 Authorizes \$35 million bonds
- ❖January 2018 Council authorized up to \$2 million for the Mental Health Services Center Renovation
- ❖March 2019 Council approves an additional \$5.3 million in funds for Phase 1 for energy upgrade and construction cost increases
- ❖July 2019 Council modifies T1 project list: Remove King Park GI projects, adds 12 other GI projects
- December 2019 Council removes West Berkeley Service Center & Transfer Station projects and expands 4 other existing projects
- ❖June 2020 Council approves budget that eliminates \$5.3 million of General Fund granted to T1 in March 2019



Phase 1 Measure T1 Final List of Projects

Facilities/Buildings	Park Improvements	City Wide Safety	Street Repaving	Green Infrastructure
		Improvements	Segments	
• Frances Albrier Community Center	Aquatic Park Tide Tubes*	Berkeley Health Clinic – Electrical*	2nd Street - Delaware - Addison	 Page Street - near RR Tracks - Design and Construction
Live Oak Community Center - Design and Construction	Berkeley Municipal Pier*	Corporation Yard - Roof & Electrical	Adeline Street -Derby to Ashby	• Jones Street - near RR Tracks - *
North Berkeley Senior Center - Design and Construction	Berkeley Rose Garden Drainage, Pathways, Tennis Courts - Design and Construction	Marina Corp Yard – Electrical	Bancroft Way - Milvia to Shattuck	 Channing Way near RR Tracks - Design and Construction
Civic Center Area *	Citywide Irrig System - Design & Constr	Public Safety Bldg – Mechanical, HVAC *	Hearst Street - Milvia to Henry	Heinz Avenue near RR Tracks - *
• Restrooms - Citywide Needs Assessment*	Grove Park Phase 2 - Field and Restroom - Design and Construction		Hopkins Street - San Pablo to The Alameda*	 Dwight Way - near RR Tracks - Design and Construction
 Old City Hall, Veteran's Bldg, Civic Center Park* 	Play Structure Replacement - George Florence Park (2-5 & 5-12)		Monterey Avenue - Alameda to Hopkins*	 Grayson Street near RR Tracks - Design and Construction
• Restrooms - Strawberry Creek Park Restroom Replacement	Play Structure Replacement – San Pablo Park (2-5 & 5-12)		Ward Street - San Pablo to Acton (Including GI)	 Tenth Street at Codornices Creek *
Tom Bates (Gilman) Fields North Field House / Restroom	Play Structure Replacement – Strawberry Creek Park (5-12)		Lower University Ave / Marina Blvd /Spinnaker Wy St Renov (Includ GI)	Ninth Street at Codornices Creek
Willard Club House Renovation	San Pablo Park Tennis Courts - Design and Construction			 Piedmont Avenue Median and Traffic Circle - Design and Construction
Mental Health Services Center – Construction	 Tom Bates (Gilman) Fields Artificial Turf Replacement 			 Ward Street - Design and Construction
Construction	Kains Creek Restoration	*Planning Projects		Sacramento Street Center Median *



Visit our website!

https://www.cityofberkeley.info/MeasureT1

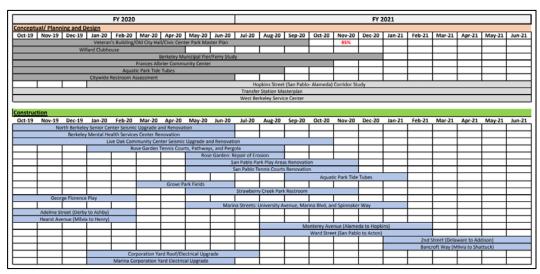
Project Updates



Story Map



Detailed Timelines

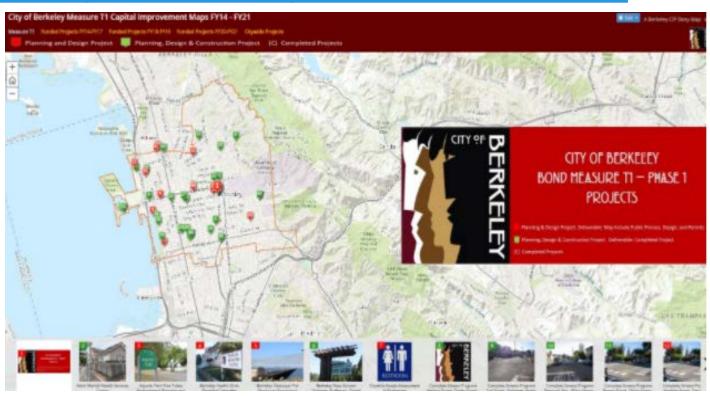


and more!

Story Maps FY14 – 21 Citywide Capital Projects

https://www.cityofberkeley.info/MeasureT1

- **♦ FY14-17**
- **♦**FY18-19
- **♦**FY20-21
- T1 Phase 1
- Citywide Projects
- 5 Area Maps





Phase 1 Measure T1 Final List of Projects

Facilities/Buildings	Park Improvements	City Wide Safety Improvements	Street Repaving Segments	Green Infrastructure
 Frances Albrier Community Center * 	Aquatic Park Tide Tubes	Berkeley Health Clinic – Electrical*	2nd Street - Delaware - Addison	 Page Street - near RR Tracks - Design and Construction
 Live Oak Community Center - Design and Construction 	Berkeley Municipal Pier*	Corporation Yard - Roof & Electrical	Adeline Street -Derby to Ashby	Jones Street - near RR Tracks - *
 North Berkeley Senior Center - Design and Construction 	Berkeley Rose Garden Drainage, Pathways, Tennis Courts - Design and Construction	Marina Corp Yard – Electrical	Bancroft Way - Milvia to Shattuck	 Channing Way near RR Tracks - Design and Construction
Civic Center Area *	Citywide Irrigation System - Design and Construction	Public Safety Bldg – Mechanical, HVAC *	Hearst Street - Milvia to Henry	Heinz Avenue near RR Tracks -
Restrooms - Citywide Needs Assessment*	Grove Park Phase 2 - Field and Restroom - Design and Construction	•	Hopkins Street - San Pablo to The Alameda*	 Dwight Way - near RR Tracks - Design and Construction
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Tom Bates (Gilman) Fields North Field House / Restroom *	Play Structure Replacement – Strawberry Creek Park (5-12)	•	Lower University Ave / Marina Blvd / Spinnaker Way Street Renovation (Including GI)	Ninth Street at Codornices Creek
Willard Club House Renovation *	San Pablo Park Tennis Courts - Design and Construction	•	•	 Piedmont Avenue Median and Traffic Circle - Design and Construction
 Mental Health Services Center - Construction 	Tom Bates (Gilman) Fields Artificial Turf Replacement	•	•	 Ward Street - Design and Construction
	Kains Creek Restoration	*Planning Projects		Sacramento Street Center Median

North Berkeley Senior Center







- Construction is in progress
- Completion anticipated Winter 2020

Live Oak Community Center



- Groundbreaking held on November 4, 2019.
- Completion anticipated November 2020.



Live Oak Community Center In Construction





Mental Health Services Center





- Construction is in progress
- Completion anticipated November 2020.

Strawberry Creek Park Play Structure and Restroom

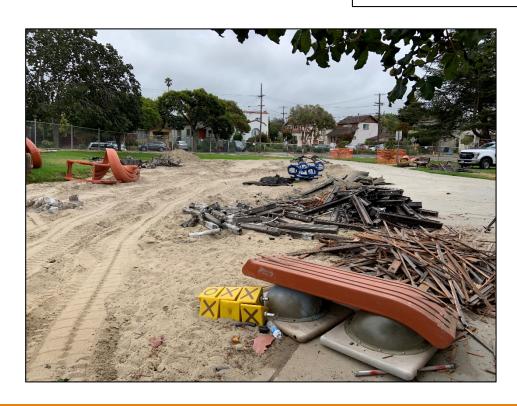
Completion anticipated November 20





San Pablo Park Play Structures and Tennis Courts

Tennis Court Renov – Completion anticipated Nov 20 Play structure Renov – Completion anticipated January 2021





Green Infrastructure – Piedmont Avenue Median and Circle

Completion anticipated November 2020







University Ave., Spinnaker Way, Marina Blvd.



 Anticipated start date delayed to late Spring 2021.

Hearst Avenue Street Improvements



• Construction is completed.



Adeline Street Improvements

Construction is completed.







George Florence Park

Construction is completed.

George Florence Park Grand Opening – Video







Tom Bates Regional Sports Complex Completed





Citywide Irrigation System Completed





Before After

T1 – Phase 1 Planning Projects

- ❖ Pier/WETA Ferry
- Civic Center (Old City Hall, Veteran's Bldg., Civic Center Park)
- Health Clinic Electrical
- Frances Albrier Community Center
- Citywide Restroom Study

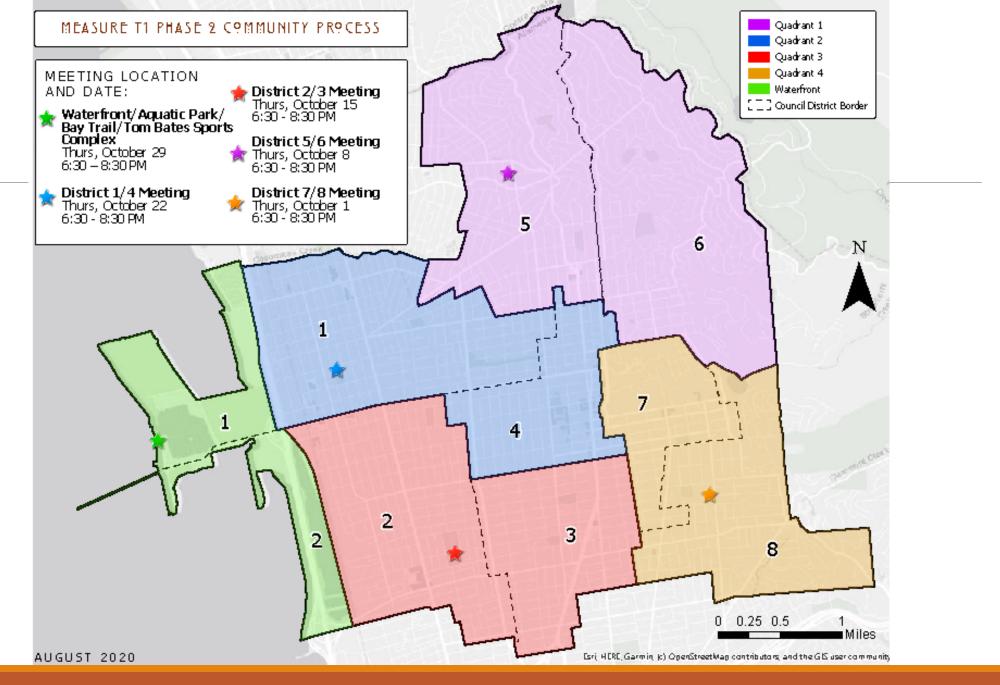
- ❖ Public Safety Bldg HVAC
- Tom Bates North Field Restroom/Community Space
- Hopkins Street Upgrades
- ❖ Bancroft Avenue Upgrades
- Willard Clubhouse Replacement



Phase 2 Public Process Timeline

Date	Action/Event	
July – September 2019	Staff held meetings with P&W/PW T1 Joint Subcommittee to develop timeline for Phase 2 public process	
October 2019	Staff presentation on public process to P&W/PW Commissions	
November – December 2019	Update to participating commissions on Phase 1 progress and Phase 2 information	
January 2020	Staff presentation to primary commissions	
February – September 2020	Neighborhood meetings	
October 2020	Five large area meetings	
October 2020	Online survey on Berkeley Considers	
November –December 2020	Update to Participating Commissions and input on Phase 2 projects	
November – December 2020	Staff and commissions' development of Phase 2 project list	
January 2021	Council approval of Phase 2 projects	





Bond Parameters – Phase 2

- Maximum Available Project Funding \$54 million
 - ❖65M Phase 2 Staff/FESS Phase 1 overage
- Timeframe: 5 to 8 years
- Existing Infrastructure owned or under long term lease in 2026
- ❖85% Rule

Phase 1 Examples

- Phase 1 Neighborhood Projects
 - Strawberry Creek Park, Play Structure and Restroom
 - San Pablo Park, Play Structure and Tennis Court
 - George Florence Play Structure
 - Hearst Street
- Phase 1 Citywide Projects
 - Rose Garden Pergola Pathways
 - Berkeley Pier
 - Adeline and University Avenue Paving
 - North Berkeley Senior Center (large facilities)

Phase 2 Project Input

Feedback on potential neighborhood and Citywide projects.

Thank you

Questions?

FY21 Festival Pivoting to Online/Broadcast/Other Media

1. Bay Area Book Festival

https://www.baybookfest.org/unbound/directory/

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

In early May 2020, after canceling our in-person annual event, Bay Area Book Festival pivoted to launch BABF #UNBOUND: the virtual incarnation of our book festival, with literary conversations and events (both live and pre-recorded) airing on our YouTube channel. Four conversations (adult literary programming as well as programming for children/teens) premiere on the channel weekly, and the livechat feature enables viewers to connect with each other while watching. Since May 1, we have produced 53 virtual literary conversations; all but two of these events were completely free to view; and the two live events that were ticketed will soon be released as free recordings on our channel. As of this writing, BABF #UNBOUND programs have been viewed over 100,000 times and have be widely advertised via our promotional partnerships with 12 national book festivals and media partners including the popular site Literary Hub, which shares our programs via social media, on its site, and via its Virtual Book Channel. Several other literary festivals and arts organizations, as well as indie bookstores adjusting to virtual events in the midst of shelter-in-place, have expressed to us that we've been a leader and a model in this new era, setting an illustrative example of how to successfully and nimbly pivot into online arts programming that has top-notch production values, reaches large audiences, and is up-to-themoment relevant. As long as the current public health situation continues, we will keep complying with the City of Berkeley's health orders by making our book festival ongoing and virtual. In October 2020, for example, we will launch Berkeley #UNBOUND, a special showcase of Berkeley-based authors, thinkers, and journalists in riveting conversations about our nation's inflection point on the eve of the 2020 election. Berkeley #UNBOUND will run over the weekend of October 3-4, and will feature Alice Waters, W. Kamau Bell, Steve Kerr, Judith Butler, Erwin Chemerinsky, and many more. This event will also incorporate a very special celebration of the "best of Berkeley," with brief interstitial segments featuring Berkeley civic arts, governmental, small business, and human services leaders, sharing their visions for a better and more equitable world through the lens of their respective fields of expertise.

What format will you use to present or host your event?

Our #UNBOUND event(s) are taped on Zoom and presented as video recordings on our YouTube channel and embedded on our website.

2. Berkeley Old Time Music Convention September 24-28, 2020

https://www.berkeleyoldtimemusic.org/

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

We will hold the festival entirely online, dates will be Sept. 24-28, 2020. Musicians will submit prerecorded concert sets and for live events, they will stream remotely from wherever they are, probably via Zoom.

What format will you use to present or host your event?

A combination of Facebook, Youtube and Zoom.

3. Berkeley Poetry Festival October 23-25, 2020

https://www.facebook.com/Berkeley-Poetry-Festival155792814582187/

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

We plan to broadcast the Berkeley Poetry Festival on Zoom as well as Facebook Live and hopefully Youtube Live.

What format will you use to present or host your event?

Rather that one long afternoon of poetry readings, we've created 8 themed segments: Youth Rising, Music and Poetry, Dance and Poetry, LGBTQI Happy Hour, Milvia Street, Afro-Surrealism, Writing Workshop, Award Ceremony. These are 1 hour segments and they will be broadcasted over a few days.

4. SF Brazilian Day & Lavagem Festival 2020- September 6, 2020

https://www.brasarte.com/

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

BrasArte is planning an online festival which will mirror our traditional SF Bay Area Brazilian Day & Lavagem Festival but will be in full compliance with the City of Berkeley health orders. All artists will perform remotely, and where more than one artist or staff member have to work together all health orders including use of masks and social distancing will be complied with. The festival program will be 5-6 hours. We will begin with online dance classes followed by an introductory video.. There will be performances by three local bands. The highlight of the festival will be a blessing live from Santo Amaro Bahia featuring Nicinha Raizes and Pai de santo Baba Pote. There will also be two special dance performances live from Brazil. There will be two MC's linking together the various elements. We are also planning to hold a series of weekly online panels leading up to the festival. These panels will feature dancers and artists discussing topical subjects such as the role that racism has played in the evolution of Brazilian dance.

What format will you use to present or host your event?

BrasArte is planning a live Facebook Event which may also be presented live on Youtube.

5. Berkeley Festival of Choro 2020: A Celebration of Women in Brazilian Music http://www.berkeleychoro.com/

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

Instead of one live feature concert at St. John's Church in Berkeley in October, 2020, featuring our musicians, both from here and Brazil, we will substitute 2 -pre-recorded concerts, on consecutive nights, to be streamed from our Berkeley Choro Ensemble youtube channel. In addition, our education director, Zack Pitt-Smith, will present a free online concert of our student ensemble, highlighting young women from the Oakland and Berkeley public schools, as well as a free online workshop. These concerts will be coordinated by two tech directors, Celso Alberti in the US and Lucas Weglinsky in Brazil. We have already been meeting over Zoom to coordinate the program music, and options for ensemble selections, videos, etc. We are strictly complying with all City of Berkeley health orders by moving to this online, pre-recorded concert format. All rehearsals, meetings, and concerts will be in complete compliance with these orders, including social distancing, masks, social bubbles, outdoor rehearsals, etc. We have delayed our festival until March, 2021, to allow time to put together these streamed video events. We have been holding Zoom meetings with the participants to work on suitable formats for the ensemble presentations, which will be partially multi-screened, and work out other ensemble and repertoire options. All of the musicians involved have been deeply involved with the technological aspects of online and distant rehearsing, recording and streaming since March, 2020. We will be presenting 2 online, prerecorded, streamed concerts of approximately 90 minutes each from our Berkeley Choro Ensemble youtube channel, and one free student ensemble concert as well, directed by Zack Pitt-Smith, which will include a free workshop. 1) From Berkeley, featuring our four soloists in various formats, including a multi-screen pre-recorded ensemble selection by a Brazilian composer, brief interviews with each woman soloist, and a 20 minute feature of the guests' work, which may include pre-recorded videos, ensemble pieces with the soloist and other guests. 2) A second concert of approximately 90 minutes recorded in Brazil, streamed on our youtube channel, by Brazilian colleagues, with the same general plan as above, where the Brazilian guests will be complying with all their local requirements. When necessary translation to English subtitles will appear. 3) A student ensemble performance and workshop all online, directed by our educational director, Zack Pitt-Smith. Zack is a teacher in the Oakland Public Schools and is currently teaching and rehearsing online with his students. These two events will be free to the public.

What format will you use to present or host your event?

All events will be prerecorded and streamed from our youtube channel, Berkeley Choro Ensemble.

6. Watershed Environmental Poetry Festival

http://poetryflash.org/programs/?p=watershed 2019

What is your plan for pivoting your event to be in compliance with the City of Berkeley's health orders?

We plan to live stream a Strawberry Creek Poetry Walk and have thematic environmental readings by featured poets, writers, musicians, and scientists as an online event, to be spread over at least three

days, including our annual Watershed session with Berkeley High School students (if they can do so safely, we are still negotiating that). Every year, pre-pandemic, we have employed a professional videographer and audio engineer for the festival. This year, video and audio will be expanded to create a virtual Strawberry Creek Walk, and to create several programs of online Watershed festival content. We are following every Berkeley health order, the readings will not take place with an audience, people will not congregate. We will maintain social distancing. We will go to great efforts to ensure the safety of our artists and community.

What format will you use to present or host your event?

YouTube Live and Webinar (Zoom)



To: Civic Arts Commission

From: Jennifer Lovvorn, Chief Cultural Affairs Manager

Date: 09/18/2020

Re: Update on Public Art on Private Development

Civic Arts staff began implementation of the Public Art on Private Development program in the first half of 2017.

To date staff has been in direct contact with 28 developers.

• 10 developers have chosen to do art on site.

• 32 developers have chosen to pay the in-lieu fee.

Projects Implementing On-Site Artwork

Address	Building Valuation	Artwork Value	Status
1717 University	No building permit	NA	Final Art Plan Approved
1950 Addison	\$16,649,030.00	\$252,682.00	Art Installed
2120 Berkeley	\$6,000,000.00	\$60,000.00	Final Art Plan Approved
2503 Haste St	\$18,769,159.00	\$328,460.00	Final Art Plan Approved
2556 Telegraph	\$5,927,000.00	\$103,722.00	Final Art Plan Approved
1110 University	\$1,750,000.00	\$175,000.00	Conceptual Art Plan received
2542 Durant	\$4,218,542.00	\$42,185.00	Declaration received
			Declaration received -
2435 San Pablo	\$2,854,621.00	\$49,956.00	Eligibility being questioned
2210 Harold Way	\$7,000,000.00	\$122,500.00	Declaration received
1207 10 th Street	\$3,202,228.00	\$56,039.00	Conceptual Art Plan received

Projects Paying In-Lieu Fee

	Total Building	Declaration		Fiscal
Address	Valuation	Amount	Status	Year
2121 Durant	\$7,523,320.00	\$60,186.56	Check Received	FY19
2029 Blake	\$1,580,000.00	\$126,400.00	Check Received	FY19
2510 Channing	\$13,333,600.00	\$106,664.00	Check Received	FY20
2621 Tenth	\$10,500,000.00	\$84,000.00	Check Received	FY20
739 Channing	\$2,542,309.00	\$20,388.00	Check Received	FY20
2580 Bancroft	\$29,446,236.00	\$235,569.89	Check Received	FY21
2628 Shattuck	\$11,109,882.00	\$88,879.00	Declaration Received	FY21
999 Anthony	\$3,150,000.00	\$25,200.00	Check Received	FY21
2028 Bancroft	\$6,000,000	\$48,000.00	Check Received	FY21
1200 San Pablo	\$15,812,440.46	\$126,499.52	Declaration Received	
1951 Shattuck	\$60,000,000.00	\$480,000.00	Declaration Received	
2015 Blake	\$30,789,675.00	\$246,317.00	Declaration Received	
2198 San Pablo Ave	\$5,800,000.00	\$46,400.00	Declaration Received	

	4 1		1 1
2325 McGee Ave	\$1,000,000.00	\$8,000.00	Declaration Received
2527 San Pablo Ave	\$7,400,000.00	\$59,200.00	Declaration Received
2650 Telegraph	\$5,784,712.00	\$46,278.00	Declaration Received
3000 San Pablo	\$9,624,410.25	\$72,329.13	Declaration Received
1900 Fourth Street	\$70,000,000.00	\$560,000.00	Declaration Received
2000 Dwight	\$14,453,124.00	\$115,625.00	Declaration Received
2590 Bancroft	\$13,870,446.00	\$110,964.00	Declaration Received
			Declaration
2352 Shattuck	\$50,000,000.00	\$400,000.00	Received/On-Site Art
1835 San Pablo	\$11774,450.00	\$94,198.00	Declaration Received
2176 Kittredge	+/- \$29,000,000.00	\$236,792.00	Declaration Received
2136 San Pablo	\$13,109,831.87	\$104,878.65	Declaration Received
1367 University			
Ave	\$956,398.89	\$7,651.19	Declaration Received
2100 San Pablo		\$144,000.00	Declaration Received
2072 Addison	\$9,367,000.00	\$74,936.00	Declaration Received
600 Addison	\$195,822,120.00	\$1,566,577.00	Declaration Received
2317 Channing	\$5,000,000.00	\$40,000.00	Declaration Received
3031 Telegraph	\$39,000,000.00	\$312,000.00	Declaration Received
2023 Shattuck	?	\$30,822.00	Declaration Received
1650 Shattuck	\$4,000,000.00	\$32,000.00	Declaration Received

Estimate Projection of future funds not yet received	\$4,915,467
Administrative Cost (20%)	\$983,093.50
Conservation of the City's collection (10%)	\$491,546.75
Projection of Funding for Art Projects (70%)	\$3,440,827.24

Guidelines of Use of Funds

The Funds can be used for:

- 1. Grants to nonprofit arts and cultural organizations for the provision of Publically Accessible Cultural Services to Berkeley's communities
- 2. Commissions for Art in public places including unique permanent and temporary artworks, and enhancements to City-funded capital improvements projects for public art on City property or public rights of way
- 3. 20% Administration of the Private Percent Art Fund
- 4. 10% Conservation of the City's collection of public art



<u>CITY OF BERKELEY</u>

CIVIC ARTS PROGRAM

COVID-19 FINANCIAL IMPACT ON BERKELEY'S ARTS ORGANIZATIONS

The City of Berkeley's Civic Arts Program surveyed nonprofit arts organizations located in Berkeley to assess the economic impact of COVID-19. Prior to the pandemic Berkeley's arts industry generated nearly \$165 million annually in total economic activity and provided close to 7,000 jobs. This survey collected data from 65 organizations for the months of April through June 2020. The Civic Arts Program will continue to conduct this financial impact survey every quarter to understand in real time how this crisis is impacting our arts and cultural sector.

THE **65** ORGANIZATIONS
SURVEYED REPORTED A
TOTAL REVENUE LOSS
OF **\$7,590,573** BETWEEN
APRIL—JUNE 2020

68%

OFFERED PROGRAMMING BETWEEN APRIL-JUNE

85%

PLAN TO OFFER PROGRAMMING IN FUTURE MONTHS

Programming being offered

- Workshops online
- Author events via Zoom
- Social justice book clubs
- Online classes, performances, and play reading groups
- Interactive adventures for kids who like to exercise their minds while having fun!
- Virtual baby rave—to share the joy of music and dance together at home
- Virtual instruction of visual arts and design projects

288

FULL TIME
EQUIVALENT
EMPLOYEES LAID OFF

TOTAL EMPLOYEE
POSITIONS
ELIMINATED FOR
THIS QUARTER



2,570

NUMBER OF PAID NON-EMPLOYEE ARTISTS CANCELLED THIS QUARTER

\$595,174

Total amount spent on COVID-19 related expenses

- Cleaning Supplies, masks, handsanitizers, cleaning serivces
- New IT software to enlarge digitual presence
- Technology equiprment for working at home



TOP 3 FINANCIAL PRIORITIES & CONCERNS

66%

Reduced or eliminated earned revenue (ticket sales, subscriptions, tuition paid, concessions)

46%

How to pay for Artistic fees

49%

How to pay for Administrative salaries



170,800

92% ATTENDANCE/VISITORS LOSS FOR THE QUARTER

\$5,219,486 TOTAL LOSS OF ADMISSIONS/BOX OFFICE





How confident are you that your organization will survive the impact of COVID-19?

280/0 EXTREMELY CONFIDENT 90/0 LESS CONFIDENT

35% CONFIDENT

28% UNCERTAIN

CITY OF BERKELEY ARTS **CONTINUITY GRANT**

In March 2020, City Council allocated \$1 million for relief funding to help the arts community survive the significant financial impacts of the COVID-19 pandemic.

- The City of Berkeley awarded relief grants to 63 Organizations in April and May 2020
- The total amount granted to arts organization was \$954,542
- Grants ranged from \$400 to \$24,000
- Average grant size was \$15,151
- The total amount granted to Berkeley artists was \$56,500 through a partnership with the East Bay Relief Fund for Individuals in the Arts



ORGANIZATION RECEIVED COVID-19 FINANCIAL **ASSISTANCE FROM** ANY OF THE FEDERAL CARES ACT FUNDING **PROGRAMS**

49%

51%

- 24 Organizations received Payroll Protection Program Forgivable loans
- 8 organizations received SBA Emergency Injury Disaster Loans
- 3 organizations received relief grants from the NEA, NEH, and IMLS, or other federal relief sub-grants

Sent: Wednesday, July 15, 2020 6:51 PM to Civic Arts Mailbox

As founder/director of the Small Arts Organization Berkeley Chamber Performances (www.berkeleychamberperform.org), I would consider it a grave insult to receive "a penny to wish on" or any amount less than \$1,000. I think Hiroko's idea would create offense to those who receive a puny amount.

(I'm sorry, I would raise my hand, but somehow - though I could hear the Commission speaking - I've lost the entire ZOOM video, or I'd raise my hand to have said this.)

Thank you for your attention.

Cordially,

Joanne De Phillips

Hello Commissioners,

I got a phone call from a person who wanted a message relayed to the Commission that she found one of the artworks included in a Civic Arts Grant-funded festival offensive. She found out about the artwork by seeing it in Berkeleyside. Here is a link to the story: https://www.berkeleyside.com/2020/09/17/discover-hidden-art-treasures-paths-berkeley-ca-live-oak-cordornices-parks

This project was funded by Civic Art Grants, but the individual artworks were not reviewed or approved by the Civic Arts Commission.

The artwork that she found offensive is called "Whiteness Remains Invisible."

I let her know that she could come to the Commission meeting to make public comment, but she wanted to remain anonymous.



City Clerk Department

August 19, 2020

To: Commission Secretaries

From: Whark Numainville, City Clerk

Subject: Berkeley Independent Redistricting Commission

The City of Berkeley is looking for dedicated residents to help shape the city's future. Thirteen people will be selected from the pool of applicants to serve on an Independent Redistricting Commission (IRC) in 2021-2022. Our goal is to reach all of Berkeley's diverse residents to ensure diverse representation on the commission – a task that has become more challenging during the COVID-19 pandemic.

To help spread the word, we're asking you to share this information with your commission. You may e-mail this memo and the attached documents directly to the commissioners and also remember to place it in your next agenda packet.

City Commissioners may serve on the IRC provided that they resign from all other city commissions if selected. In addition, they will be barred from serving on any city commissions for two years after the termination of their service on the IRC.

Full information, including the application form, is available on the redistricting web page - https://www.cityofberkeley.info/redistricting/.

The City Clerk Department team is available for any questions! Contact us at (510) 981-6908 or redistricting@cityofberkeley.info.