



Civic Arts Commission
Office of Economic Development

**Civic Arts Commission
Grants Subcommittee
Wednesday, January 27, 2021 at 4:30 p.m.**

**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/86135080927>. 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: **861 3508 0927**. 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. **PUBLIC COMMENT** (for items not on the agenda)
3. **CHAIR'S REPORT**
4. **DISCUSSION ITEMS WITH POSSIBLE ACTION**
 1. Guidelines for Berkeley Art Works Project Grants (Attachment 1)
 2. Guidelines for Berkeley Art Works Microgrants (Attachment 2)
5. **ADJOURNMENT**

Attachments:

1. Guidelines for Berkeley Art Works Project Grants
2. Guidelines for Berkeley Art Works Microgrants

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Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information.

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, First Floor, Berkeley, CA 94704.

ADA Disclaimer

This meeting is being held in a wheelchair accessible location. 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. Please refrain from wearing scented products to this meeting.



Civic Arts Program
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BERKELEY ART WORKS PROJECTS

Public Art Project Grants to Support COVID-19 Recovery

OVERVIEW

Berkeley Art Works Projects is a grant program to fund visual and performing artists to implement temporary projects in the public realm throughout Berkeley in order to contribute to our community's resilience and recovery from the effects of COVID-19. This initiative invites artists to create projects responding to one of the following themes:

- Public health & wellbeing
- Economic recovery & resilience
- Community connection & belonging

Projects may include installations in empty storefronts; public health messaging graphics; creative game-like interactive projects; culturally specific or multilingual projects to promote COVID-19 safety; creative performances that comply with health orders; murals on boarded storefronts; projects honoring essential workers; neighborhood art projects that unite the community through creative expression; and any other project idea that both fits one of the program themes and complies with current physical distancing requirements to ensure that large groups do not gather at the art project.

BUDGET

Projects funded through this program may range in cost from \$1000 to \$10,000 each, based upon the scale of the proposed project. Project budget sizes are as follows: Small projects with budgets between \$1000 to \$2,000; medium projects with budgets between \$2,000 to \$5,000; and large projects with budgets between \$5,000 to \$10,000. There is a total of \$200,000 allocated for this program.

ELIGIBILITY

Artists residing or working in Berkeley since January 1, 2019, including visual artists, social practice artists, writers, performers (including musicians, dancers, actors, etc.), makers and creatives are eligible to apply. Applicants must be at least 18 years old. Artists who were working in Berkeley since January 1, 2019 and who were laid off due to COVID-19 are still eligible to apply. If selected for funding, applicants will be required to demonstrate Berkeley residency or employment (or COVID-related lay off) with a Berkeley-based business/organization prior to grants being awarded.

Artists may apply as an individual and/or as part of a team. If applying as part of a team, one of the team members must be designated as the "lead artist" on the application.

Selected artists will be awarded no more than one Berkeley Art Works Project grant. This includes any applications submitted as an individual and as the lead artist with a team.

Proposals must adhere to the City of Berkeley Health Orders that are in place at the time of the project implementation.

Art projects must take place within the City of Berkeley.

The following are not eligible for funding:

- Projects that do not address one of the themes of this program
- Activities that are not allowed by public health guidelines at the time of submission
- Capital improvement projects or equipment purchases
- Deficit reduction
- Fundraisers
- Events not open to the public
- Projects located outside of Berkeley
- Projects incorporating logos, nudity, profanity, or copyrighted material. All projects must be suitable for all ages.
- 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.

PROJECT LOCATIONS

A goal of the program is to ensure that the funding is spent throughout the City of Berkeley, with art projects in every one of Berkeley's nine districts. Projects serving historically marginalized communities will be prioritized. Project location will be considered as part of the application scoring to ensure equitable distribution of projects and funding.

Artists are encouraged to identify a project location as part of their application. The location may be identified through the artist's own efforts or artists may select a project location from a list of potential locations that will be listed on the Civic Arts Program website (compiled from an open call to neighborhood groups, nonprofits and business associations). The Civic Arts Program list of potential project locations will evolve as more project location applications are received.

GRANT APPLICATION MATERIALS

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

- General Application
- Resume
- Work Samples and Descriptions
- Project Description (200 word limit)
- Proposed Project Location (if known)
- Cultural Equity Narrative (200 word limit)

ARTIST SELECTION PROCESS

Submissions will be reviewed on a monthly basis by a standing selection panel. Applications will be evaluated based on the selection criteria described below.

Selection panel recommendations will be forwarded to the Civic Arts Commission for final approval. The Civic Art Program reserves the right to recommend changes to a project proposal prior to final approval by the Civic Arts Commission. Projects not selected in the current round may be considered in subsequent selection panel meetings.

The COVID-19 Recovery Art Program will continue until the allocated funds are exhausted.

SELECTION CRITERIA

Artistic Quality _____ 35 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.

Proposed Project Alignment with Recovery Themes _____ 40 percent

- Alignment with the COVID-19 Recovery Art Program themes of public health & wellbeing; economic recovery & resilience; and community connection & belonging.
- Ability of the project to enhance the City of Berkeley’s public spaces with beauty, empathy, connection, optimism, and creativity.

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 project or artistic expression is rooted in and reflective of historically marginalized communities and geographically underserved areas of the city.
- 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.

Project Location _____ 10 percent

- While applicants may submit an application without an identified project location, preference will be given to applications where a proposed project location is already identified as part of the application.
- Project location will be considered as part of the application scoring to ensure equitable distribution of projects and funding over the life of the program.
- Projects taking place in economically disadvantaged communities and communities that lack conventional arts venues or formal arts programs will be prioritized.

RATING SYSTEM

Panelists will use the following 10-point scale to score applications, which is then translated to the appropriate weight for each selection criteria:

- Exceptional (9 - 10 points)
- Very Strong (8 points)
- Strong (7 points)
- Adequate (6 points)
- Deficient (0 – 5 points)

GRANTEE CONTRACTUAL REQUIREMENTS

Applicants selected and approved for project funding are required to comply with the following requirements:

INVOICES

Grantees may invoice for 50% of the grant amount once they have received the grant award invoice/agreement from the City of Berkeley’s Civic Arts Program and submitted to the Civic Arts Program a signed art project presentation agreement with the owner of the property where the art project will take place (if required). Projects must be implemented within 90 days of payment of the first invoice.

Grantees may invoice for the final 50% of the grant amount once the project is successfully implemented and Civic Arts Program staff has approved the submitted final report and project documentation.

FINAL REPORT AND PROJECT DOCUMENTATION

All grantees must complete and submit the City’s Final Report form for the grant no later than 60 days after the project has been completed. The final report must demonstrate that the grant-funded project was developed and presented in Berkeley according to the approved proposal. As part of the final report, grantees will provide documentation of the completed project in the form of high resolution digital images and/or video recordings.

ACKNOWLEDGING CITY SUPPORT

Grant recipients must acknowledge the City’s financial support in all appropriate materials, websites, social media posts, and other media. The acknowledgement should read, “Supported by a Civic Arts Grant for Berkeley Art Works Projects from the City of Berkeley” or similar language.

ACCOMMODATIONS

Individuals with disabilities who need reasonable accommodations to apply for a Berkeley Art Works Projects grant should make their requests to the Civic Arts Staff at civicarts@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.

CITY PERMITS AND PERMISSIONS

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. While the Civic Arts Program will maintain a list of potential locations for Berkeley Art Works Projects on the Civic Arts Program website (compiled from an open call

to neighborhood groups, nonprofits and business associations), it is the responsibility of the applicant to identify the project location. Grantees will be solely responsible for securing the necessary permits, permissions, and approvals for their projects.

Any physical art installed with these grant funds must be dismantled at the end of the project, prior to grantee submitting a final report, unless grantee has a written agreement or permit for the work to be displayed for a longer term. In such cases, the agreement must address the anticipated term of the display and responsibility for removal and be submitted as part of the Final Report.



Civic Arts Program
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BERKELEY ART WORKS MICROGRANTS

Artwork Projects Supporting COVID-19 Community Recovery

OVERVIEW

Berkeley Art Works Microgrant program funds individuals and community members to create publicly accessible artwork projects throughout Berkeley in order to contribute to our community’s resilience and recovery from the effects of COVID-19. This initiative invites Berkeley residents to create projects responding to any of the following themes:

- Public health & wellbeing
- Economic recovery & resilience
- Community connection & belonging

Projects may include: neighborhood art projects that unite the community through creative expression; small scale temporary murals; chalk art competitions; poetry walls; neighborhood-wide coordinated artistic front window displays; scavenger hunts; multilingual projects to promote COVID-19 safety; displays honoring essential workers; and any other small-scale project idea that both fits the program themes and adhere to the City of Berkeley Health Orders that are in place at the time of the project implementation.

Funded art projects must take place within the City of Berkeley, should be available to the public, have no infrastructural impact, and be easily reversible or removable. All funded applicants will be required to supply documentation of the completed artwork project, such as digital images.

GRANT AMOUNT

Grants of up to \$500 each are available. Applicants will only be funded once through this program.

ELIGIBILITY

Individuals residing in Berkeley are eligible to apply for a microgrant. If selected for funding, applicants must demonstrate Berkeley residency.

Applicants must be at least 16 years old.

Applicants may apply as an individual and/or as part of a team. If applying as part of a team, one of the team members must be designated as the “lead applicant” on the application.

Selected applicants will be awarded no more than one microgrant. This includes any applications submitted as an individual and as the lead applicant with a team.

Applicant 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.

GRANT APPLICATION MATERIALS

The Berkeley Art Works Microgrant application includes:

- General Application Information (Name, Address, Etc.)
- Project Description (200 word limit)
- Grant Request Amount
- Proposed Project Location (if known)

SELECTION PROCESS

Submissions will be reviewed on a monthly basis by a standing selection panel and forwarded to the Civic Arts Commission for final approval. The Civic Art Program reserves the right to recommend changes to a project proposal prior to final approval by the Civic Arts Commission.

SELECTION CRITERIA

- Alignment with the COVID-19 Recovery Art Program themes of public health & wellbeing; economic recovery & resilience; and community connection & belonging.
- Ability of the project to enhance the City of Berkeley's public spaces with beauty, empathy, connection, optimism, and creativity.
- Project location will be considered as part of the application scoring to ensure equitable distribution of projects and funding over the life of the program.

INVOICES

Grantees may invoice for the grant amount once the project is successfully implemented and photographs of the project have been submitted to the Civic Arts Program. Grantees may request a payment of 50% of the grant amount prior to doing the project, if the applicant is unable to implement the project without startup funds.

ACCOMMODATIONS

Individuals with disabilities who need reasonable accommodations to apply for a Berkeley Art Works Projects grant should make their requests to the Civic Arts Staff at civicarts@cityofberkeley.info.