



Agenda Bill

City Council Regular Business Meeting - 16 Dec 2019

Department

Parks, Recreation & Cultural
Services

Staff Contact

Gina Kallman, Cultural Arts Supervisor (206) 988-3713

Agenda Bill Title

Arts and Cultural Grants

Summary

The City's Arts and Culture Grant program allocates \$20,000 each year to support organizations and/or artists who can provide arts, heritage, and cultural opportunities for city residents and regional audiences for the community. Funding was approved through the 2019-2020 Biennial Budget process.

The Burien Arts Commission has reviewed applications from 13 local organizations and individuals. Recommendations were guided by grant criteria that focus on artistic merit and excellence, organizational capacity and stability, and programming that benefits the Burien community. The commission also focused on funding projects that could bring their program to fruition with the funding that was available.

Attached are the application guidelines describing the grant criteria and the recommendations provided by the Arts Commission to City Council for consideration.

Options

1. Accept the Arts Commission's recommendation for 2020 Arts and Culture Grant recipients.
 2. Do not accept the Arts Commission's recommendation for 2020 Arts and Culture Grant recipients.
-

Advisory Board Recommendation

Move to accept the Arts Commission's recommendation for 2020 Arts and Culture Grant recipients.

Administrative Recommendation

Accept the Arts Commission's recommendation for 2020 Arts and Culture Grant recipients

Suggested Motion

Accept the Arts Commission's recommendation for 2020 Arts and Culture Grant recipients

Fiscal Impact

FUND: General Fund

COST OF PROPOSAL: \$20,000

AMOUNT BUDGETED: \$20,000

Attachments

[A. 2020 Arts and Culture Grant Application](#)

[B. Application Guideline 2020](#)

[C. 2020 Arts & Culture Grant Final Recommendations for Council](#)



2020 Arts & Culture Grant Application

Please keep responses to within the spaces provided.

1. Applicant/Agency Name: Non-profit organization? Yes <input type="checkbox"/> or No <input type="checkbox"/>								
2. Contact Person Name and Title: 								
3. Address: 								
4. Telephone:	Fax:	E-mail:						
5. Title of Proposed Project: Project is New <input type="checkbox"/> or On-going <input type="checkbox"/>								
6. 2020 Project Dates: 								
7. Last Year Operating Budget: Income: \$ Expenses: \$ Current Year Operating Budget (approx.): Income: \$ Expenses: \$								
8. Project Cost: <table style="width: 100%; border: none;"> <tr> <td style="width: 10%; padding-left: 20px;">(a)</td> <td style="padding-left: 10px;">Burien Arts & Culture funds requested</td> <td style="text-align: right; padding-right: 20px;">\$</td> </tr> <tr> <td style="padding-left: 20px;">(b)</td> <td style="padding-left: 10px;">Total Project Cost:</td> <td style="text-align: right; padding-right: 20px;">\$</td> </tr> </table>			(a)	Burien Arts & Culture funds requested	\$	(b)	Total Project Cost:	\$
(a)	Burien Arts & Culture funds requested	\$						
(b)	Total Project Cost:	\$						
9. Authorized Signature of Applicant: I certify that the information in this application is accurate to the best of my knowledge: <hr style="width: 30%; margin-left: 0;"/> <p style="margin-left: 20px;">Printed Name and Title</p> <hr style="width: 30%; margin-left: 0;"/> <p style="margin-left: 20px;">Signature</p> <div style="text-align: right; margin-right: 20px;"> <hr style="width: 30%; margin-left: 0;"/> Date </div>								

10. Project Description: Describe in detail the project/programs for which funding is requested. Include information such as: dates, times, and location of performances, exhibits, or events. Also anticipated attendance numbers, intended audience, and artistic purpose. *Please review Application Guidelines for criteria for answering these questions.*

11. Innovative Projects: If applicable, explain how this project brings a new cultural and/or educational experience to the Burien community.

12. Outreach to Underserved Populations: If applicable, explain how your project will serve underserved populations (such as low-income youth, ethnic, ESL populations, special needs populations, etc.). Include specific outreach and promotional strategies that will be implemented.

13. Public Benefit: Are there ways you strive to make your project inclusive to all in the community? For projects charging admission, please identify a benefit you can provide to the community at no charge. If applicable, describe any scholarships you offer and how these opportunities are promoted to potential beneficiaries.

14. Evaluation: What criteria will you use to measure the success of your project(s)? What have you learned from previous evaluations?

15. Administrative Capabilities/Individuals: Please cite examples of successful projects you've administered in the past. Please provide a brief bio of project manager. Describe the accomplishments of the arts or heritage professionals engaged in your project.

16. Administrative Capabilities/Organizations: Briefly describe the mission and goals of your organization. Please provide a brief bio of project manager. Describe the accomplishments of the arts or heritage professionals engaged in your project.

17. Other Funding- *please answer all:* (1) What other sources of income will support your project? (2) Have these been confirmed? (3) Will your project be possible if other sources and/or City funding is not obtained?

18. Project/Program Budget (You may submit a budget in your own format)

Revenue Sources	2018 Project Revenue	2019 Estimated Project Revenue	Confirmed Funding? Y or N
Admissions			
Concessions			
Federal			
State			
County			
Cities (indicate city name below)			
Corporate/Business Support			
Foundations			
Individual Donations			
Other:			
TOTAL REVENUE			
In-Kind			

Expenses	2018 Project Expenditures	2019 Estimated Project Expenditures
Personnel Costs		
Supplies		
Consultant or purchased Services		
Communications		
Performance Hall Rental		
Equipment		
Advertising		
Printing Costs		
Other (specify below)		
TOTAL EXPENSES		
In-Kind		
NET PROFIT (LOSS) (revenue - expenses) =		

Attachment Checklist

Attachments required to be submitted with the City of Burien Arts & Culture Fund Application:

-  For Organizations--Verification of non-profit status.
-  For Organizations—List of current board members.
-  For Organizations--Copy of Board authorization to submit this application

**Please e-mail a PDF of your application along with attachments to:
Gina Kallman
ginak@burienwa.gov**

[Application is due by 4:30 p.m. Friday, August 16, 2019.](#)

Questions?

Gina Kallman
Cultural Arts Supervisor
Telephone: 206-988-3713
E-Mail: ginak@burienwa.gov

About the City of Burien

The City of Burien is a vibrant and creative community, where the residents embrace diversity, celebrate arts and culture, promote vitality, and treasure the environment. For more information, visit www.burienwa.gov.

2020 Arts and Culture Grant Application Guidelines

2020 Funding Application Due Date: **August 16, 2019, 4:30 PM**

The City of Burien allocates approximately \$20,000 each year for Arts and Culture Grants. The purpose of the City's Arts and Culture Grants is to support arts and heritage organizations as well as artists who will provide cultural opportunities for City residents. We also hope these projects will attract regional artists and audiences that can contribute to Burien's identity as an arts and culture-oriented city.

Funding Priorities

The City of Burien Arts Commission is interested in applications that focus on:

1. Ongoing programs developed for or presented in the Burien community, and supportive funding to keep the organizations who run these programs healthy.
2. Innovative projects (new or ongoing) that bring cultural experiences to Burien.
3. Cultural education experiences for underserved populations.

What We Fund

- Applicants must be individuals or non-profit organizations. Evidence of non-profit status for organizations will be required.
- The proposed program and/or event must be held in Burien or serve a majority of Burien residents.
- Only one application per individual/organization will be accepted per year.

What We Do Not Fund

- Grant funding cannot be used to fund scholarships.
- Grants cannot fund purchase of equipment or infrastructure.
- Grant funding cannot be used to develop or produce fund-raising events or programs.

Review Criteria

There is no priority between each of the elements listed, nor is there a requirement to meet all criteria:

- Artistic and heritage merit and excellence.
- Administrative capability and fiscal stability of the applicant's organization.
- Recruitment of underserved populations through special outreach and/or specialized promotional strategies.
- Documented evaluation and measurement of previous year's program grant objectives.
- Diversity of applicant's additional funding sources.
- Burien-based artists, heritage professionals, and cultural organizations.
- All application materials provided as requested.

How to Apply

Applications for 2020 Grant Funding are due August 16th, 2019. The applicant will need to complete the application and send PDF and attachments (see last page of Application) to ginak@burienwa.gov

The Burien Arts Commission will review applications and make recommendations to the Burien City Council for final approval.

For questions, please contact Gina Kallman, Cultural Arts Supervisor at ginak@burienwa.gov.

City of Burien, Washington
2020 Arts & Culture Funding
Arts Commission Subcommittee Recommendation

	Name of Agency	Program Description	Amount Requested	Amount Recommended
1	ACT Theatre	Young Playwrights Program	\$6,000	\$1,000
2	B-Town Beat	Art & Music Walks	\$2,000	\$1,000
3	Burien Actors Theatre	“A Good Farmer” Production	\$2,500	\$2,000
4	Burien Arts Association	Art Workshop Series	\$1,000	0
5	Burien Culture Hub	Burien Culture Hub	1,800	\$750
6	Highline Community Symphonic Band	2020 Community Concerts	\$500	\$500
7	Highline Heritage Museum	Highline Heritage Museum	\$3,800	\$3,500
8	The Hi-Liners Inc.	Mainstage 2020 Production	\$3,500	\$2,000
9	Momentum Dance Ensemble	2020 Ballet Series	\$2,500	\$1,250
10	Northwest Associated Arts (NWAA)	2020 Choral Sounds Northwest and Youth Choruses Concerts	\$7,500	\$4,000
11	Northwest Symphony Orchestra	Year 2020 Concerts	\$7,000	\$4,000
12	Sunbird Art Works	“Welcome Immigrants” Public Art Installation	\$1,000	0
13	Weed Warriors	“Art in Nature” Workshops	\$1,000	0
		TOTAL	\$40,100	20,000