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## ARTS COMMISSION AGENDA

Chico of Chico Arts Commissioners: Daniela Ferguson, Mary Gardner, Monica McDaniel, Louis Nava, Jedrek Speer, Vice-Chair Kimberly Ranalla, and Chair Stephen Cummins  
**Meeting of April 14, 2021 – 4:30 – 6:30 p.m.**

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**PUBLIC PARTICIPATION:** *This meeting is being conducted in accordance with Executive Order N-29-20.* Members of the public may virtually attend the meeting using the City's Zoom platform.

Zoom public participants may use the following information to remotely view and participate in the Arts Commission meeting online:

Event Name: **Arts Commission Meeting 04-14-21 4:30 PM**  
Date/Time: **Wednesday, April 14, 2021 4:30 pm**

Event URL: <https://zoom.us/j/95549510595?pwd=Qjk1YWtTeUN4OW9rRWRjd1BxdE9lUT09>

Meeting ID #: **955 4951 0595**  
Password: **Arts**

Call-in #: **1-888-788 0099 US Toll-free** or **1 408 638 0968 US (San Jose)**  
Meeting ID: **955 4951 0595**  
Call-in Password: **635853**

1. **CALL TO ORDER**
2. **RECOGNITION OF OUTGOING COMMISSIONERS**  
\*Todd Hall  
\*Andy Holcombe
3. **SWEARING IN OF COMMISSIONERS – City Clerk Deborah Presson**
4. **SELECTION OF CHAIR & VICE CHAIR – City Clerk Deborah Presson**
5. **GRANT CYCLE FOR 2021-2022**  
- Approve proposed amendments  
- Confirm Ad Hoc Committee for 21-22 cycle
6. **Chico Cultural Mapping/Planning Project – Stephen Cummins**
7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda

### 8. **ADJOURNMENT AND NEXT MEETING**

The meeting will adjourn to the next regular Arts Commission meeting scheduled for Wednesday, July 14, 2021 at 4:30 p.m.

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## **SPEAKER ANNOUNCEMENT**

**NOTE:** Citizens and other interested parties are encouraged to participate in the public process and will be invited to address the Committee regarding each item on the agenda.

### **Instructions for using Zoom**

- Join the meeting using the link above.
- You must have audio and microphone capabilities on the device you are using to join the meeting.
- When you join the meeting make sure that you join the meeting with audio and follow the prompts to test your speaker & microphone prior to joining the meeting.

### **To speak on an item using Zoom**

- The Chair will call the item and staff will begin the staff report.
- Click on the Raise Hand icon if you would like to speak on the item. The City Clerk will call your name when it is your turn to speak.
- When your name is called, you will be prompted to unmute yourself.
- When your time is up, you will be muted.
- You will repeat this process for each item you want to speak on.

### **Distribution available in the office of the City Clerk**

**Posted: 04-09-21 prior to 5:00 p.m. at 421 Main St. Chico, CA 95928 and [www.ci.chico.ca.us](http://www.ci.chico.ca.us)  
Copies of the agenda packet are available for review at: City Clerk's Office, 411 Main St. Chico, CA 95928**



*Please contact the City Clerk at 896-7250 should you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation in order to participate in a meeting. This request should be received at least three working days prior to the meeting in order to accommodate your request.*



## **City of Chico 2021-22 City Arts Grant Application Policy and Guidelines \*Revised 11/16/2020\***

The purpose of the City of Chico Arts Grant Program is to support Chico Arts Organizations and Artists so that they may make quality arts and cultural work, performances, and exhibitions available and accessible to members of the Chico community.

### **Funding Source**

The funding source for the City of Chico Arts Grant Program is 1% percent of the Transient Occupancy Tax (TOT).

### **Funding Limits**

The minimum award that may be requested is \$2,000 and the maximum award is \$5,000. Matching funds are required to receive all awards.

### **Projects Should**

- Deliver or provide support for the delivery of opportunities for the community to engage in arts and cultural experiences.
- Demonstrate artistic rigor and thoughtful planning to engage the community and audiences.
- Demonstrate strong support from the community.
- Demonstrate inclusive service to broad, diverse, and underserved populations.
  - Diversity: The fact or quality of difference in terms of ability, age, belief, culture, ethnicity, gender, language, race and sexual orientation.
  - Underserved Population: People who genuinely lack access to arts programs, services, or resources for geographic, economic, cultural, social, physical, or other demonstrable reasons.

### **Eligibility**

- Nonprofit arts and cultural organizations
- Operating within the city of Chico
- With a two-year history of producing or presenting
- Individual artists are only eligible if applying under the sponsorship of a 501(c)3, not for profit that meets the other eligibility requirements

## **Definitions**

An arts or cultural organization is defined as a nonprofit organization which is organized and operated exclusively for the purpose of providing artistic or cultural exhibitions, presentations, or performances or cultural or art education programs.

Arts or cultural organizations may include arts service organizations, community and cultural centers, arts councils, agencies and foundations, dance companies, theaters, music groups, education and training programs, galleries and museums, historic and cultural preservation organizations, horticultural and zoological societies, libraries and archives, literary groups and publications, media arts and multi-disciplinary arts centers.

A nonprofit organization's income is used to support its operation and does not provide monetary gain to stockholders, the board of directors, or others with an interest in the company. Such organizations are defined under the 501(c) section of the federal tax code.

## **Project Scope**

Funds may be used for projects, events, exhibitions, and performances or for capital improvement and equipment projects that support the organization's ability to provide arts and cultural services. Funds should be considered "seed" monies for projects and not ongoing support.

Funds may not be used for

- non-arts and cultural activities
- general operations
- staff salary or benefits
- debt service
- fundraising activities
- programs intended for private use or use by a restricted membership
- projects with religious purposes
- trust, endowments, or investment purposes

## **Timeline**

Grant Application Deadline – 4 p.m. Thursday, July 30, 2021

Funding Decisions and Notifications – August 27, 2021

Funding Activity Period – July 1, 2020 – June 30, 2022

Completion of Projects – June 30, 2022

Completion Report due upon completion of the project or no later than July 15, 2022.

## **Match**

All grant applications must offer a dollar-for-dollar (1:1) match. A cash match may be from corporate or private contributions, state or federal government funds, or earned income. City of Chico funds cannot be used as a match. Applicant must indicate whether matching funds are projected, pending, or committed. See **Addendum A** for clarification and additional information regarding partial in-kind match option.

## **Review Criteria**

The review panel will evaluate applications based on the following criteria:

- Project Design and Implementation Project design indicates a realistic timeline, appropriate budget, clear artistic and community-based objectives and achievable outcomes. Design articulates methods to evaluate and measure success, collect and analyze data, and document activities. Design demonstrates a depth of involvement and clear plans for community outreach and marketing.
- Artistic Merit Artists and organizations involved in the project demonstrate skills, expertise, and experiences that are central to the outcomes of the project design.
- Community Impact Project demonstrates reach and/or depth of engagement in an identified community. The project is responsive to the community to be served. Project execution and evaluation involve significant community participation in accordance with the identified project outcomes.
- Management and Leadership Ability of applicant organization to implement the proposed project is clearly demonstrated by the qualifications of the project's team, the viability of the project budget, and overall fiscal and managerial health of applicant and partnering organizations. Demonstrate a history of project and operational success.

## **Questions**

Questions should be directed to the City of Chico Arts Commission by email and check the Arts Commission Facebook page for frequently asked questions, or email the City Clerk at [debbie.presson@chicoca.gov](mailto:debbie.presson@chicoca.gov). Applicants who have questions are encouraged to attend the special Community Arts Grant information session on a date determined each year at Conference Room 1 in the Council Chamber Building located at 421 Main Street. The specific date and time will be announced in a Commission Meeting Agenda.

## **Application Submission**

Electronic grant applications should be submitted to the North Valley Community Foundation, including the budget upload, before 4 pm on Thursday, **July 30, 2021**.

## **Review Panel**

Applications will be evaluated by a panel of five (5). Two or three (2 or 3) from the City of Chico Arts Commission, Two or one (2 or 1) from the Chico Arts and Culture Foundation and 1 community member at large selected by the Arts Commission.

## **Awards**

The North Valley Community Foundation will facilitate notification and distribution of awards.

## **Reporting**

Upon completion of the project and no later than **July 15, 2022**, a grant project completion report is due to the City of Chico Arts Commission. The report should include:

- Narrative of the realized project (180 words)
- Realized outcomes (180 words) To include:
  - community served
  - population and persons served
  - arts and cultural goals realized
- Budget to Actual report
- Timeline of project completion
- Archival support of the project (video, photos, audio, advertising, program, interviews, etc.)

## **Failure to Complete Project**

In the event that a Grant Recipient is unable to complete their project within the fiscal year awarded, the Grant Recipient may:

- Submit a written request for an extension to the City Clerk's office or
- Return the funds to the City Clerk's office (check payable to City of Chico)

**Extension requests or return of grant award funds are due to the City by June 15, 2022, by 4 PM (one month prior to the reporting deadline of July 15).**

Requests for an extension should include the following:

- Status of project
- Reason for delay in project completion
- Revised project timeline and completion date

The Arts Commission Grants Committee will review all extension requests and provide a recommendation to the full Arts Commission to determine whether to grant extensions or require the grant funds to be returned to the City of Chico.

Consequences for failure to submit a report, apply for an extension, or return funds to the City may result in ineligibility for future City Arts Grant funding.