



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-286

**Meeting Date:** 5/1/2025

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**TITLE:** ARTS GRANT PROGRAM REVIEW OF GUIDELINES  
**DEPARTMENT:** PARKS AND COMMUNITY SERVICES  
**PRESENTED BY:** LAURETTE GARNER, ARTS SPECIALIST  
**CONTACT INFORMATION:** LAURETTE GARNER, ARTS SPECIALIST, (714) 754-5322

**RECOMMENDATION:**

Staff recommends the Arts Commission review the edits and staff will present new information for the Arts Grant Program Guidelines (Attachment 1) from the April 3, 2025 Arts Commission meeting and discuss any further changes.

**BACKGROUND:**

One of the Arts & Culture Master Plan's recommendations was to create a new mission and guidelines for the Arts Grant Program.

On February 2, 2023, staff provided the draft for the Arts Grant Program Guidelines handbook for the Arts Commission to review, collect input, and make any adjustments.

After suggestions were made by the Arts Commission, the edited version was brought back on March 4, 2023, for a final review and approval.

At the March 6, 2025, Arts Commission meeting, a suggestion was made by Chair Alisa Ochoa to bring the Arts Grant Program Guidelines back for further review and possible edits.

At the April 3, 2025 Arts Commission meeting, minor edits were suggested; to increase the amount of allowable funding for each Arts Grant applicant, and a recommendation was made to bring back more information about the financial background of each arts grant awardee for the 2024-25 fiscal year.

**ANALYSIS**

The Arts Grant Program Guidelines may be brought back to the Arts Commission at any time for review and edits.

Staff has provided two examples of other Community Arts Grant Guidelines and applications; one from the City of Carlsbad and one from Lane Arts Council/City of Eugene, for comparison (Attachments 2 and 3).

Staff also included a City Council Policy created in 1991, regarding to funding for local arts organizations and projects (Attachment 4).

As requested, staff has additionally provided documentation (Attachment 5) for each arts grant awardee's financial status. Each awardee's financial information was collected from available IRS Forms 990, Guidestar.org and from IRS.gov.

**FISCAL REVIEW:**

The funding for the Arts Grant program is available in the Arts and Culture operational budget and was increased from \$10,000 to \$20,000 for the Fiscal Year 2024-25. The budget per council's direction for the next fiscal year of 2025-26 is currently pending.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed the guidelines and application and approves them both as to form.

**CONCLUSION:**

Staff recommends the Arts Commission review the edits and staff will present new information for the Arts Grant Program Guidelines from the April 3, 2025 Arts Commission meeting and discuss any further changes.