



## Agenda Report

Arts Commission

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Item #: 23-1193

Meeting Date: 5/04/2023

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**TITLE:** APPROVAL OF FISCAL YEAR 2022-2023 ARTS GRANTS  
**DEPARTMENT:** PARKS AND COMMUNITY SERVICES  
**PRESENTED BY:** LAURETTE GARNER, ARTS SPECIALIST  
**CONTACT INFORMATION:** LAURETTE GARNER, ARTS SPECIALIST, (714) 754-5322

### **RECOMMENDATION:**

It is the recommendation of staff that the Arts Commission review and approve grant awards for the Fiscal Year 2022-2023 Arts Grant program.

### **BACKGROUND:**

The Cultural Arts Committee (CAC) implemented an Arts Grant program in 2017, funded by money generated through ARTventure fees and Utility Box Art Program sponsorships. As of May 25, 2021, the CAC Grant Program had distributed \$11,375 to twenty-three arts related projects organized by artists and arts organizations hosted within the City of Costa Mesa.

The current fiscal year, 2022-23, will be the first-year grant awards are funded through the Arts and Culture Plan Fund. In addition, the Arts Grant program includes the revised guidelines that were approved by the Arts Commission at the February 2, 2023 meeting. The total grant amount for the current fiscal year is \$5,000.

### **ANALYSIS:**

In preparation for the current year Arts Grant program, staff prepared a grant announcement which was posted using the following methods:

- The Spring Spotlight, the City's recreation magazine that was printed and distributed to 45,500 households
- The Snapshot, the City's weekly newsletter
- The Parks and Community Services social media accounts
- Emails sent to various artists and arts organizations in the Arts database

Applications were available on the City's website [www.costamesaca.gov/artsculture](http://www.costamesaca.gov/artsculture) and were initially due by March 31. At the April Arts Commission the deadline was extended to April 20, 2023.

Staff reviewed each of the grant applications to ensure they were complete and met all of the criteria established in the Arts Grant Guidelines. For the current fiscal year, there were seven grant applications received, of which five met the requirements.

Staff created an Arts Grant Review Panel, which consisted of one Arts Commissioner and two community members with previous experience in the arts. The review panelists were each provided the five Arts Grant Program applications, along with guidelines for scoring and the scoring rubric. Panelists were instructed to complete a scoring sheet for each application, and submit them to the Arts Specialist. Funding amounts were designated by each panelist and subsequently reviewed and approved by City staff.

Staff have provided a breakdown of the programs and the funding amounts recommended by the Arts Grant Review Panel (Attachment 1). Staff are recommending that the Commission review the results and approve the grant amounts for the organizations listed, with the amounts that are specified for each organization.

All organizations that applied for grants have been notified of the meeting. Applicants are welcome to make public comments during the appropriate portion of the meeting. Any questions related to the review or scoring process can be shared with staff. Once approved, staff will draft an agreement for each awarded applicant and submit the necessary forms to the finance department requesting that checks be processed and mailed to the grant recipients. Staff will be monitoring the applicants to ensure that all grant funds are used for the purpose identified in the application and may attend funded events. Each awarded applicant is required to fill out an Arts Grant Final Report. Arts grantees may also be asked to present about their project/event at an upcoming Arts Commission meeting. Any problems or issues will be reported back to the Commission at a later date. Each organization has 12 months to spend their funds, or they will be required to forfeit them back to the City.

### **FISCAL REVIEW**

Funding for the Arts Grant program is currently supported with funds from the Arts & Culture Plan Fund as per the Arts & Culture Master Plan. The fund currently has \$5,000 to distribute for the 2022-2023 fiscal year. An additional \$500 will be funded by monies raised by the previous Cultural Arts Committee to be used for arts related projects and programs.

### **LEGAL REVIEW**

None.

### **CONCLUSION:**

At this time, the scoring sheets have been submitted and reviewed. It is the recommendation of staff that the Arts Commission review and approve the grant awards for the Fiscal Year 2022-2023 Arts Grant program as follows:

- Costa Mesa High Band Boosters: \$500
- Friends of the Costa Mesa Libraries: \$500
- Orange Coast Unitarian Universalist Church: \$2,000
- Pacific Chorale: \$2,000
- Skeith DEWine: \$500