

# Cultural Affairs Commission

## Workshop Discussion Points: Proposed Revisions to Grant Application & Scoring Sheets

| ITEM   | CURRENT   | PROPOSED   |
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| <b>Major Arts Grant Guidelines, Sec. 3 Eligibility</b>                 | <p>A. Must be based in the City of Plano and/or present, perform, exhibit, conduct workshops or provide services and other arts/cultural activities for the citizens of Plano as well as for those audiences and participants attracted through the organization’s broad marketing and promotion practices. Any exception must be approved by a two-thirds vote of the Cultural Affairs Commission;</p> <p>C. Must have at least a 24-month history of continuous, stable programming prior to the grant application due date. Any exception must be approved by a two-thirds vote of the commission;</p> <p>D. Must have an active Board of Directors;</p> | <p>A. Must be based in the City of Plano and/or present <b>more than one performance, exhibition or workshops</b>, or provide services and other arts/cultural activities for the citizens of Plano as well as for those audiences and participants attracted through the organization’s broad marketing and promotion practices; <b>(deletion)</b></p> <p>C. Must have at least a 24-month history of continuous, stable programming prior to the grant application due date; <b>(deletion)</b></p> <p>D. Must have an active Board of Directors <b>with at least one member residing in Plano;</b></p> |
| <b>Major Arts Grant Guidelines, Sec. 5 Application Review Criteria</b> | <p><b>Artistic/Cultural/Creative Merit</b></p> <p>1. Applicant demonstrates a history of high quality artistic/cultural or creative merit as perceived by peers, critics and/or the public, as evidenced by press reviews, awards and increases in average attendance;</p>  | <p><b>Artistic/Cultural/Creative Merit</b></p> <p>1. Applicant demonstrates a <b>commitment to produce</b> high quality artistic/cultural or creative merit as perceived by peers, critics and/or the public, as evidenced by press reviews, awards and increases in average attendance;</p>   |
|  | <p><b>Community Outreach</b></p> <p>1. Measurable, ongoing efforts to involve individuals of different ethnic heritages within organization’s leadership as demonstrated by artistic, cultural, technical and administrative staff and by board composition;</p> <p>2. Efforts to reach new and special audiences through programming, services and educational focuses which promote cultural diversity;</p>   | <p><b>Community Outreach</b></p> <p>1. Measurable, ongoing efforts to involve individuals of different ethnic heritages; <b>(deletion)</b></p> <p>2. Efforts to reach new and special audiences through programming, services and educational focuses which promote cultural, <b>artistic, or ethnic</b> diversity;</p>  |
| <b>Major Arts Grant Guidelines, Sec. 8 Other Requirements</b>          | <p>C. Provide free admission to organization’s programs/events for its Commissioner liaison. Commissioner liaison assignments may change during the grant year.</p>   | <p>C. Provide free admission <b>(approx. two tickets) to each of</b> organization’s programs/events for its <b>assigned</b> Commissioner liaison. <b>Other CAC Commissioners may request one pair of tickets during their term of office. All free tickets will be processed through the Public Information Office.</b> Commissioner liaison assignments may change during the grant year.</p> <p><b>F. Grantee organization’s representative must attend a minimum of one regular monthly Cultural Affairs</b></p>  |

|  |  | <b>Commission meeting per quarter.</b>  |
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| <b>ITEM</b>  | <b>CURRENT</b>   | <b>PROPOSED</b>   |
| <b>Small Arts Grant Guidelines, Sec. 3 Eligibility</b>                 | A. Must be based in the City of Plano and/or present, perform, exhibit, conduct workshops or provide services and other arts/cultural activities for the citizens of Plano as well as for those audiences and participants attracted through the organization's broad marketing and promotion practices. Any exception must be approved by a two-thirds vote of the Cultural Affairs Commission. | A. Must be based in the City of Plano and/or present <b>more than one performance, exhibition, or workshops</b> , or provide services and other arts/cultural activities for the citizens of Plano as well as for those audiences and participants attracted through the organization's broad marketing and promotion practices; <b>(deletion)</b><br><br>D. <b>Must have an active Board of Directors with at least one member residing in Plano;</b>  |
| <b>Small Arts Grant Guidelines, Sec. 5 Application Review Criteria</b> | <b>Artistic/Cultural/Creative Merit</b><br>Applicant demonstrates a history of and/or a potential for quality artistic/cultural or creative merit as perceived by others ( <i>i.e.</i> peers, critics, and/or the public).   | <b>Artistic/Cultural/Creative Merit</b><br>Applicant demonstrates a <b>commitment to</b> and/or a potential for quality artistic/cultural or creative merit as perceived by others ( <i>i.e.</i> peers, critics, and/or the public).  |
|  | <b>Community Outreach</b><br>Measurable, ongoing efforts to involve individuals of different ethnic heritages as demonstrated by artistic/cultural, technical and administrative staff and by board composition. Plan for informing Plano citizens about your organization and its programming.  | <b>Community Outreach</b><br>Measurable, ongoing efforts to involve individuals of different ethnic heritages. <b>(deletion)</b>  |
|  | <b>Administrative and Fiscal Responsibility</b><br>An organizational budget which is well thought out and reasonable. For organizations with a track record, demonstration of sound financial.   | <b>Administrative and Fiscal Responsibility</b><br>An organizational budget which is well thought out and reasonable. For organizations with a track record, demonstration of <b>diversity efforts and</b> sound financials.  |
| <b>Small Arts Grant Guidelines, Sec. 8 Other Requirements</b>          | B. Will provide free admission to its program/events for its Commissioner Liaison and/or any members of the Cultural Affairs Commission. Any arrangements for tickets must be made through the Director of Public Information. Commissioner liaison assignments may change during the grant year.  | B. Provide free admission ( <b>approx. two tickets</b> ) to each of organization's programs/events for its <b>assigned</b> Commissioner liaison. <b>Other CAC Commissioners may request one pair of tickets during their term of office. All free tickets will be processed through the Public Information Office.</b> Commissioner liaison assignments may change during the grant year.<br><br>E. <b>Grantee organization's representative must attend a minimum of one regular monthly Cultural Affairs Commission meeting per quarter.</b><br><b>(ask Commissioners to clarify – does the presentation meeting count)</b> |
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| ITEM  | CURRENT   | PROPOSED  |
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| <b>Special Events Grant</b> Guidelines, Sec. 3, <b>Eligibility</b>                                      | <p>C. Sustaining Grant: Must have a history of continuous, stable programming for four years prior to the sponsorship application due date. Any exceptions must be approved by a two-thirds vote of the commission;</p> <p>D. Must have an active event planning committee, board, or equivalent;</p>   | <p>C. Sustaining Grant: Must have a history of continuous, stable programming for <b>two</b> years prior to the sponsorship application due date. Any exceptions must be approved by a two-thirds vote of the commission;</p> <p>D. Must have an active event planning committee, board, or equivalent <b>with at least one member residing in Plano</b>;</p>   |
| <b>Special Events Grant</b> Guidelines, Sec. 4, <b>Grant Types</b>                                      | <p>A. <b>Start Up Sponsorship Grant</b><br/> This grant opportunity is available to start-up events. This would include years one through four of an event. Events are eligible for start-up grants for a maximum of four years.</p> <p>This grant is offered in a scale of maximum participation by the City of Plano based on the event's age.</p> <p>Year* One = maximum of 50% of event total expense budget<br/> Year* Two = maximum of 45% of event total expense budget<br/> Year* Three = maximum of 40% of event total expense budget<br/> Year* Four = maximum of 35% of event total expense budget</p> | <p>A. <b>Start Up Sponsorship Grant</b><br/> This grant opportunity is available to startup events. This would include the years <b>one through two of an event. Events are eligible for startup grants for a maximum of two years.</b></p> <p>This grant is offered on a scale of maximum participation by the City of Plano based on the event's age.</p> <p>Year One = maximum of <b>30%</b> of event's total budget<br/> Year Two = maximum of <b>30%</b> of event's total budget</p>                               |
| <b>Special Events and Urban-Town Center Grant</b> Guidelines, Sec. 6 <b>Application Review Criteria</b> | <p><b>Artistic/Cultural/Creative Merit</b></p> <ol style="list-style-type: none"> <li>1. Applicant demonstrates a history of producing a high quality event or service merit as perceived by peers, critics and/or the public, as evidenced by press reviews, awards and increases in average attendance;</li> <li>2. Activities that promote and education, entertainment or community spirit;</li> </ol> <p style="text-align: right;">35%</p>  | <p><b>Artistic/Cultural/Creative Merit</b></p> <ol style="list-style-type: none"> <li>1. Applicant demonstrates a <b>commitment to</b> producing a high quality event or service merit as perceived by peers, critics and/or the public, as evidenced by press reviews, awards and increases in average attendance;</li> <li>2. Activities that promote <del>and</del> education, entertainment or community spirit;</li> </ol> <p style="text-align: right;"><b>30%</b></p>  |
|   | <p><b>Community Outreach</b></p> <ol style="list-style-type: none"> <li>1. Measurable, ongoing efforts to involve individuals of different ethnic heritages within organization's leadership as demonstrated by artistic, cultural, technical and administrative staff and by board composition;</li> <li>2. Efforts to reach new and special audiences through programming, services and educational focuses which promote cultural diversity.</li> <li>3. Comprehensive marketing which promotes Plano as an important cultural center to its citizens, throughout the State of Texas and beyond;</li> </ol>    | <p><b>Community Outreach</b></p> <ol style="list-style-type: none"> <li>1. Measurable, ongoing efforts to involve individuals of different ethnic heritages; <b>(deletion)</b></li> <li>2. Efforts to reach new and special audiences through programming, services and educational focuses which promote cultural, <b>artistic or ethnic</b> diversity.</li> <li>3. Comprehensive marketing which promotes Plano as an important cultural center to its citizens, throughout the State of Texas and beyond;</li> </ol> |

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|  | <p>4. Organized plan or methodology for education of the entire community regarding the organization's particular program or art form, as evidenced by classes, Master classes, public performances, PISD performances, etc.</p> <p style="text-align: right;">30%</p> | <p>4. Organized plan or methodology for education of the entire community regarding the organization's particular program; <b>(deletion)</b></p> <p style="text-align: right;"><b>35%</b></p> |
| <p><b>Special Events Grants</b> Sec. 9, <b>Other Requirements</b></p>    |  | <p>5. <b>Grantee organization's representative must attend a minimum of one regular monthly Cultural Affairs Commission meeting per quarter.</b></p>  |
| <p><b>Urban Town-Center Grants</b> Sec. 8, <b>Other Requirements</b></p> |  | <p>4. <b>Grantee organization's representative must attend a minimum of one regular monthly Cultural Affairs Commission meeting per quarter.</b></p>  |
| <p><b>Special Events and Urban Town-Center Grants</b> Scoring Sheets</p> | <p>Artistic Merit = 35%                      Score: 1 – 7</p> <p>Community Outreach = 30%              Score: 1 – 6</p>  | <p>Artistic Merit = <b>30%</b>                      Score: 1 – <b>6</b></p> <p>Community Outreach = <b>35%</b>              Score: 1 – <b>7</b></p>   |