WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
JANUARY 12, 2016

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
6:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR NABOURS
VICE MAYOR BAROTZ
COUNCILMEMBER BREWSTER
COUNCILMEMBER EVANS
COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER PUTZOVA

4. Preliminary Review of Draft Agenda for the January 19, 2016, City Council Meeting.*

** Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk.*

5. Public Participation

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

6. Life Safety Recognition.

7. Annual Report from staff and the Flagstaff Arts Council.

8. Sustainability Commission and Plastic Bag Focus Group's Recommendations Concerning Plastic Bags. ***(At the request of the City Council, the Sustainability Commission and Interim City Manager's Plastic Bag Focus Group will provide an overview of recommendations for plastic bag management in Flagstaff as presented to City Council in 2015.)***

9. **Briefing on the Launch of the Flagstaff Community Forum, Online Civic Engagement Platform.**

10. **Discussion of Marriott Property Acquisition / Development Agreement** ***(SEE ITEM 15-D ON THE JANUARY 19, 2016, DRAFT AGENDA PACKET)***

11. **Review of Draft Agenda Items for the January 16, 2016, City Council Meeting.***

** Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*

12. **Public Participation**

13. **Informational Items To/From Mayor, Council, and City Manager; Future Agenda Item Requests.**

14. **Adjournment**

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2016.

_____
Elizabeth A. Burke, MMC, City Clerk

Memorandum

7.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council

From: Karl Eberhard, Comm Design & Redevelopment Mgr

Date: 12/24/2015

Meeting Date: 01/12/2016

TITLE:
Annual Report from staff and the Flagstaff Arts Council.

DESIRED OUTCOME:

Hear the presentation - Information Only.

EXECUTIVE SUMMARY:

Annually, the Flagstaff Arts Council reports to the City Council regarding the services provided to the community pursuant to their agreement with the City, notably including granting activities. On January 12, 2016, the Flagstaff Arts Council will present their report to the City Council in a Work Session. The update will include a review of the Flagstaff Arts Council activities in distributing BBB Arts & Science grant funds, Viola Awards, First Friday Art Walk, Flagstaff 365, the Flagstaff Arts & Business Alliance, technical assistance, community partnerships, and the various programs and activities of the Coconino Center for the Arts.

INFORMATION:

COUNCIL GOALS:

7) Address key issues and processes related to the implementation of the Regional Plan
9) Foster relationships and maintain economic development commitment to partners

REGIONAL PLAN:

CC.5 Support and promote art, science, and education resources for all to experience.

Background: To enrich the lives of our community and our visitors, dedicated Bed, Board, and Beverage Tax monies support the operations and projects of local arts, science, and cultural organizations. BBB Arts & Science funding is provided to these local non-profit organizations in the form of grants through a contractor, the Flagstaff Arts Council. In addition to the distribution of funds, the Flagstaff Arts Council serves as the coordinating agency for arts, science, and cultural programs, and provides long-range strategic planning, marketing and promotion, interagency coordination, and grant administration such as determining grant eligibility, processing applications, and balancing grant amounts with available funds.

This year the Flagstaff Arts Council awarded $300,000 to a wide variety of organizations, including for example the Arboretum at Flagstaff, Ballet Folklorico De Colores, Flagstaff Community Band, Flagstaff Festival of Science, Flagstaff Light Opera Company, Grand Canyon Guitar Society, Hozhoni Foundation, Northern Arizona Book Festival, Northland Family Help Center, Theatrikos Theatre Company, USA Dance, and the Willow Bend Environmental Education Center.

Attachments: Annual Report
Power Point

Flagstaff Arts Council

Annual Report to Flagstaff City Council

Written Report & Documents

January 2016

http://flagartscouncil.org

Contact Information:
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jtannous@flagartscouncil.org

Document Contents

Arts Council Annual Report to Constituents …… Pages 3-22

Art & Science Grant Fund – FY16 Awards …….. Pages 23-29

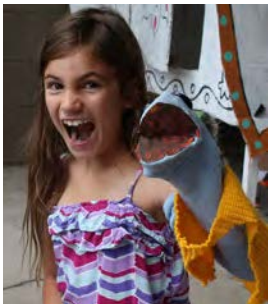
Art & Science Grant Fund – GOS Guidelines ……. Pages 30-40

Art & Science Grant Fund – Project Guidelines ….. Pages 41-48

Policies for Art & Science Grant Fund …….. Pages 49-58

Grant Agreement Template FY16 ……. Pages 59-68

FLAGSTAFF ARTS COUNCIL



ANNUAL REPORT

JULY 1, 2014 - JUNE 30, 2015

President's Welcome

On behalf of the Board of Directors of the Flagstaff Arts Council, I'm pleased to introduce our Annual Report for the 2014-15 fiscal year. We invite you to celebrate the year's accomplishments with us.

Beginning in October, our Board initiated a yearlong process that set forth five-year goals and revised our mission statement. The mission now clearly and briefly states: *Flagstaff Arts Council promotes, strengthens and advocates for the arts in our community.*

The real power in our work comes to light though, when we look at the people whose lives are touched by it. The Arts Council partnered with Flagstaff Aerial Arts to host *FunTown Circus Camp* this past year. We see our impact in the students who have gained invaluable experience practicing and fine-tuning a performance craft until they are skilled enough to get up in front of an audience and show it off.

We know our work matters when we see an artist graduate from the *ArtBox Institute*, and take her career to a higher level than ever before. We know our work matters when a patron's eyes light up upon walking into our gallery to see the *NightVisions V* exhibition. We know our work matters because of how it impacts our community, and how it impacts you.

We want to thank you for your support. It is through the support of community-minded individuals like yourself that our work impacts so many lives. Please support the Arts Council in the coming year as we continue to enrich the life of our community by promoting, strengthening and advocating for the arts.

Jean Hockman
Board President

Director's Message

On behalf of the staff and Board of the Flagstaff Arts Council, I'm pleased to present our Annual Report for 2014-15. In these pages, you'll learn about the many programs the Arts Council produces that support the community and help us fulfill our vision that *Flagstaff is a vibrant arts community*.

Those of us fortunate enough to live and work in Flagstaff are consistently inspired by the strong and talented community of artists and arts organizations thriving here. The value they bring to Flagstaff is vast and remarkable. They bring creativity and light to public spaces, galleries, homes and businesses. They provide music, activity and thought-provoking performances. The arts contribute substantially to our economic base: $73 million in annual activity, with $23 million brought in by tourists visiting to attend arts, culture and science programs and venues.

We are proud to provide a venue that showcases and supports local artists. *It's Elemental*, with its long history at the Coconino Center for the Arts, and *Sei Saito's Journey* brought phenomenal local artistic talent to the forefront. At the same time, we are fortunate enough to bring in artists from all over the world to show their art here, creating a valuable artistic exchange. Exhibitions like *NightVisions V* and *STEM City Arts* brought new artistic perspective to this gallery and to this community.

Thank you for being part of this journey with us. With your support and participation, the future for the arts in Flagstaff is bright.

John Tannous
Executive Director

Table of Contents

Table of Contents Page

President's Welcome 1

Director's Message 2

Table of Contents 3

Mission, Vision, & Strategic Plan 4

Art Exhibitions 5–6

Youth Programs..... 7

ArtBox Institute..... 8

Viola Award Winners..... 9

Art & Science Grant Fund Recipients..... 10

Promoting the Arts 11

Strengthening the Arts..... 12

Supporters 13–15

Sponsors..... 16

Financial Report.....17–18

Leadership 19

Artist, phototgrapher and performer credits on cover, from top left clockwise:
Performer: Abby Chan of Flagstaff Aerial Arts, Artist: Frederica Hall, Artist: Margaret Anderson, The Flagstaff Arts Council Staff, Artist: Sei Saito, Funtown Summer Circus Camp, Dave McGraw & Mandy Fer Valentine's Day Concert, Artist: Brenda Smith, Performer: Tow'rs, Artist: Rena Hamilton

Our Mission, Vision & Strategic Plan

This year was important for the Arts Council in terms of setting the stage for the future. In September 2014, we hosted eleven artists for *Fire Science Bootcamp*, a five-day retreat that engaged artists in learning about and exploring forest ecology, fire ecology, and the science behind wildfire and land management. This led to the *Fires of Change* exhibition in 2015, made possible with a grant from the National Endowment for the Arts. The success of this project will lead to the Arts Council undertaking a similar approach to future art exhibitions, where an important issue to our community is explored in depth, and then artists are given the freedom to create new art that addresses that topic from an informed place.

Also this year, the Arts Council Board of Directors engaged in a year-long strategic planning effort. It began with a Board retreat in the beautiful setting of the Nature Conservancy's Hart Prairie Reserve clubhouse in September 2014. Through this session and in meetings over the past year, the Board set two primary strategic goals: first, to secure the organization's finances with reserves and support to ensure future success, and second, to investigate the need for improved facilities in order to better serve the community. Additional goals were set forth in the full Strategic Plan document that maps out the organization's direction for the next five years.

The Board adopted new mission and vision statements for the Arts Council.

Mission

The Flagstaff Arts Council promotes, strengthens and advocates for the arts in our community.

Vision

Flagstaff is a vibrant arts community.

Art Exhibitions

Arts Council exhibitions at the Coconino Center for the Arts in the past year featured remarkable works of art by local artists as well as artists from around the world. One of the most popular recurring exhibitions that returned in fall 2014 was *NightVisions*. This was the fifth production over the past fourteen years of the phenomenal exhibition exploring the beauty of the night sky. *NightVisions* celebrates Flagstaff's status as the World's First International Dark Skies City and was scheduled to be part of the Flagstaff Festival of Science.

2014-15 Art Exhibitions, Main Gallery:

NightVisions V: September 23 – October 30, 2014

It's Elemental: November 18 – December 20, 2014

10x10 Exhibition & Sale: January 16 – February 14, 2015

Youth Art Exhibition: March 3 – April 4, 2015

STEM City Arts: April 14 – June 6, 2015

Journey: Sei Saito: June 23 – August 15, 2015

Theresa Hentz

Marc Toso

Art Exhibitions

In summer 2015, local artist Sei Saito showcased a stunning collection of paintings and ceramics in her exhibition, *Journey*. The exhibition features Saito's large scale paintings that are typically 8 feet by 8 feet. The Coconino Center for the Arts was the ideal facility to show off these large works of art to the public.

Saito conducted two well-attended Artist Talks where she explained the imagery and symbols she puts into her work, as well as her process. Along with art professors Franklin Willis and Al Hinton, Saito also hosted a workshop and studio tour in her home.

2014-15 Art Exhibitions, Jewel Gallery:

My Beautiful Friends (Sky Black): September 23 – October 30, 2014

Foundations (Student Showcase): November 18 – December 20, 2014

Fire & Water (Rebecca Bramon) : January 16 – February 14, 2015

Chairs for Change (FALA): March 3 – April 4, 2015

The Space Between (Jan Marshall): – June 23 – August 15, 2015

Sei Saito

Jan Marshall

Youth Programs

It is a priority for the Arts Council to provide opportunities to help ensure that every young person in the Flagstaff area has access to programming in the arts. The *Youth Art Exhibition*, held each year in March, features Northern Arizona's largest professional gallery display of K-12 student art work. Students show paintings, drawings, sculpture, and other art work in the exhibition. Ribbons are awarded in each age group to recognize exceptional work. The Arts Council hosted an opening celebration for the *Youth Art Exhibition* on February 27, 2015 that featured a line up of student musicians and performers.

Did you know? Artists Bahe Whitethorne, Jr., and Sky Black showed their first art work in a gallery as students in the *Youth Art Exhibition* at the Coconino Center for the Arts.

The Arts Council also hosted *FunTown Circus Camp* for kids. The *FunTown* program provides training in the circus arts: stilt walking, acro balance, tumbling, clowning, aerial dance and trapeze, juggling and more. Best of all, *FunTown* provides youth with training in stage presence and the confidence to perform in front of groups. Sessions of the *Circus Camp* were provided during Spring Break in March 2015 and for three weeks in summer 2014 and 2015.

The *Youth Lens High School Photography Contest and Exhibition* was produced for the second consecutive year. The program is a partnership between Freeman Huber Law Firm and the Arts Council. Twenty-seven photographs by local high school students were presented in an exhibition at the law office, and three students were recognized with special awards.

ArtBox Institute Graduates

The second class of the *ArtBox Institute* graduated in May 2015. The 16-member class participated in a full semester of business training and professional development to assist them in launching their artistic careers. *ArtBox* is designed to provide artists with tools and resources to navigate the business challenges of the contemporary marketplace. The curriculum is calibrated to provide a professional foundation built on acquiring practical skills, such as increasing confidence and actively participating in the community.

The 2015 class produced an exhibition at Vino Loco in downtown Flagstaff for the *First Friday ArtWalk* in June 2015 as well as an exhibition and performance at the Flagstaff Modern & Contemporary Art Gallery on S. San Francisco Street. The receptions represented the culmination of four months of training in the Institute plus learning to produce community events. The class members put their education into practice by creating marketing materials, raising funds, and coordinating visual and performing arts displays.

The Flagstaff Arts Council Presents:
art box
INSTITUTE

Viola Award Winners

To a record crowd of over 600 people, the winners of the *2015 Viola Awards* for Excellence in the Arts were announced at High Country Conference Center in Flagstaff, Arizona. The 7th Annual Gala event took place on Saturday, March 7, 2015, with emcee Dapper Dre Adauto and performances by Flagstaff Aerial Arts and musical group, Tow'rs.

Excellence in the Visual Arts

Tina Mion for *Memento Mori*

Ulrike Arnold for *Earth Art*

Excellence in the Performing Arts

Adrienne Bischoff, Becky Daggett, Mike Levin and Joe Maniglia for *God of Carnage*

Excellence in Storytelling

James Jay and Jesse Sensibar for *Narrow Chimney Reading Series*

Excellence in Arts Education

Thomas Byers

Excellence in Science Education

David Thompson

Excellence in Leadership

Todd Sullivan

Business for the Arts

Hozhoni Foundation

Emerging Artist

Tow'rs

2015 Award Creator

Sonja London-Hall

Art & Science Fund Grant Recipients

In 2014-15, the Flagstaff Arts Council awarded $300,000 in grants to non-profit organization for arts, culture and science public programs. Funding is provided by the City of Flagstaff through the BBB (Bed, Board and Beverage) Revenues.

General Operating Support Grants

These grants provide programmatic and operational support to non-profit arts, culture and/or science organizations with programs that serve the public in Flagstaff, Arizona.

Lowell Observatory	28,300
Flagstaff Festival of Science	11,300
Theatrikos Theatre Company	18,000
Museum of Northern Arizona	26,000
The Arboretum at Flagstaff	25,500
Flagstaff Symphony Orchestra	25,400
Master Chorale of Flagstaff	9,200
Orchestra Northern Arizona	3,000
Willow Bend Environmental Education Center	15,600
Children's Chorale of Flagstaff	6,000
Flagstaff Friends of Traditional Music	17,100
Elden Pueblo / AZ Natural History Association	5,200
USA Dance, Flagstaff Chapter	1,000
Northern Arizona Celtic Heritage Society	11,900
Flagstaff Light Opera Company	4,600
Ballet Folklorico de Colores	4,100
Artists' Coalition of Flagstaff	5,900
Flagstaff Mountain Film Fest	4,700
Dry Creek Arts Fellowship	5,700
Flagstaff Community Band	1,400
Heritage Square Trust	2,700
Canyon Movement Company	8,000
Human Nature Dance Theatre	4,100
Living Traditions Presentations	1,000
Grand Canyon Guitar Society	2,100

Project Support Grants

These grants provide programmatic support to non-profit organizations for arts, culture and/or science projects that serve the public in Flagstaff, Arizona.

Celebrations of the Night, Flagstaff Dark Skies Coalition	6,150
K.A.R.E.S. Program, Friends of Flagstaff's Future	4,000
Capoeira Amizade Youth Program	4,500
Hozhoni Art Gallery & Workshops	3,800
CIMC Visiting Global Artist Program	6,700
OYBM: Indigenous Youth Film Making	2,700
Thin Air Magazine	1,600
Grand Canyon Salsa Festival	2,600

Building Community Grants

These grants provide funds for arts, culture and/or science organizations in Flagstaff, Arizona, to engage and serve new and underserved audiences with quality programming.

Theatrikos Theatre Company	10,000
Grand Canyon Guitar Society	3,150
Canyon Movement Company	7,000

Promoting the Arts

The Arts Council heavily invests its resources to promote the arts throughout the community. The comprehensive online calendar of events, *Flagstaff365.com*, provides residents and visitors with a dynamic and compelling display of upcoming activities. The site sees strong consistent visitation from local, regional and even international audiences.

The Arts Council, working in partnership with the Flagstaff Convention & Visitors Bureau, promotes the website regularly on radio, the web, email and social media.

The past year also marked another year of strong crowds and buzz for *First Friday ArtWalk*. The Arts Council coordinates the promotion for *ArtWalk*, publishing a new *First Friday ArtWalk* map each month with a distribution of 108,000 over the course of one year.

New in 2014-15 was the development of an interactive online map for *ArtWalk*. The Arts Council's new website now hosts the map, which works for both desktop and mobile devices. The map allows a user to select an art gallery or venue on the map and retrieve directions from the user's location to the gallery.

The Arts Council continued another series of events on Fridays at Heritage Square in Downtown Flagstaff. *Summer Nights on the Square* continued to draw large crowds throughout the summer months.

The Artists' Gallery

FIRST FRIDAY ART WALK

FLAGSTAFF 365 EVENTS CALENDAR

Photo by Nathan Clements

Strengthening the Arts

The Arts Council produces a variety of other programs to serve our mission in the community. We work in partnership with The Arboretum at Flagstaff to promote and produce the *Summer Concert Series* in the beautiful outdoor space at The Arboretum. Almost 1,000 people attend the concerts, which feature a variety of talented artists from around the country.

The *Navajo Rug Auction* took place at the Museum of Northern Arizona on Saturday, June 13, 2015. This year's event, a partnership between the Museum and Arts Council, benefitted from record-breaking sales. Over 300 authentic Navajo weavings went on the auction block. Many were consigned directly by the weavers, who typically attend the event. The *Auction* serves as a fund raiser and also supports artists.

Additional programs hosted by the Arts Council included the *Fine Craft Sale* in December, the *Flagstaff Folk Festival* in June (produced by Flagstaff Friends of Traditional Music), and Figure Drawing classes taught by instructor Shawn Skabelund. Many other events and activities take place at the Coconino Center for the Arts as the Arts Council opens its doors to schools and non-profits to serve the community.

Sandy Amazeen

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Brian Skiff

Director's Circle

Steven & Molly Palley

Artists' Circle

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Joel DeHaven
Dave Schleicher
Rhonda Thomas Urdang
Mary Louise Vogler
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COCONINO COUNTY ARIZONA

ARIZONA COMMISSION ON THE ARTS

ART WORKS.

National Endowment for the Arts arts.gov

Babbit Family Foundation

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State Farm Melissa Collins Cripps CLU, ChFC Agent

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GORE Creative Technologies Worldwide

Findlay

The McMillan, Toasted Owl Café, Ascendant Financial Solutions, Bryan Shanahan DDS, Little America Hotel, Village at Aspen Place, Aspen Place at the Sawmill, Bookman's Entertainment Exchange, The Speakeasy, Raven's Eye Creative Werks, Flagstaff Pottery Guild, Monsoon's Chinese Bistro & Sushi, Collin's Irish Pub & Grill, Flagstaff Green Room, The Mix, Bigfoot Barbeque, Theatrikos Theatre Company, The Gallery in Williams, Brandy's Restaurant, NAU – Office of the President, Flagstaff Festival of Science, Lowell Observatory, Marshall Magnet Elementary School, Flagstaff Symphony Orchestra

Balance Sheet as of June 30, 2015

Assets

Accounts & Investments	84,271.11
Accounts Receivable	4914.34
Other Current Assets	12,245.92
Fixed Assets	11,723.22
Total Assets	**113,154.59**

Liabilities

Accounts Payable	13,841.09
Credit Cards	2,601.93
Other Current Liabilities	37,508.05
Total Liabilities	**53,951.07**

Equity

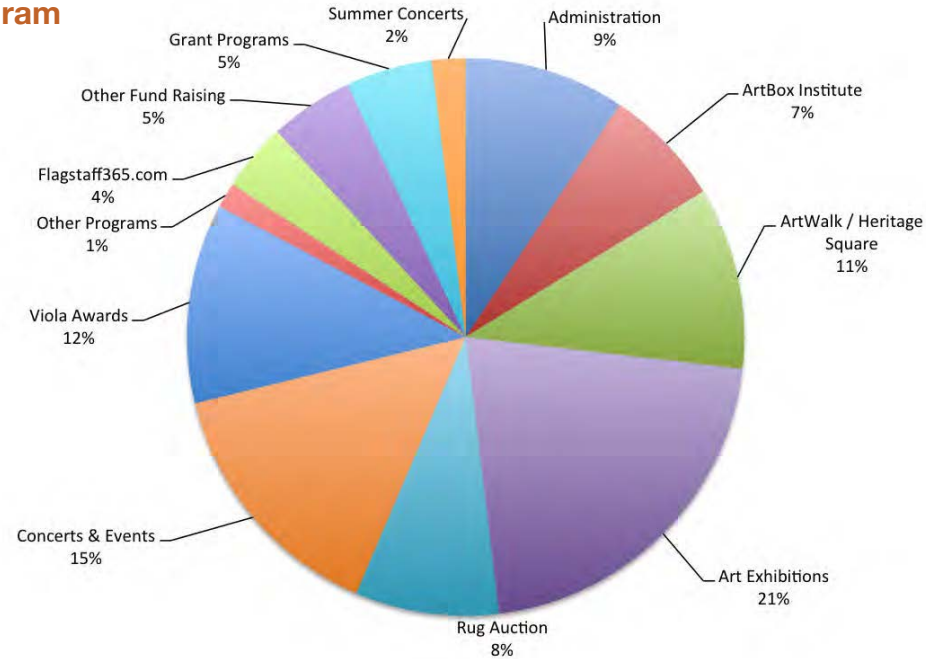
Permanently Restricted Net Assets	20,000.00
Unrestricted Net Assets	37,153.92
Net Income	2,049.60
Total Equity	**59,203.52**

Total Liabilities & Equity **113,154.59**

Financial Report

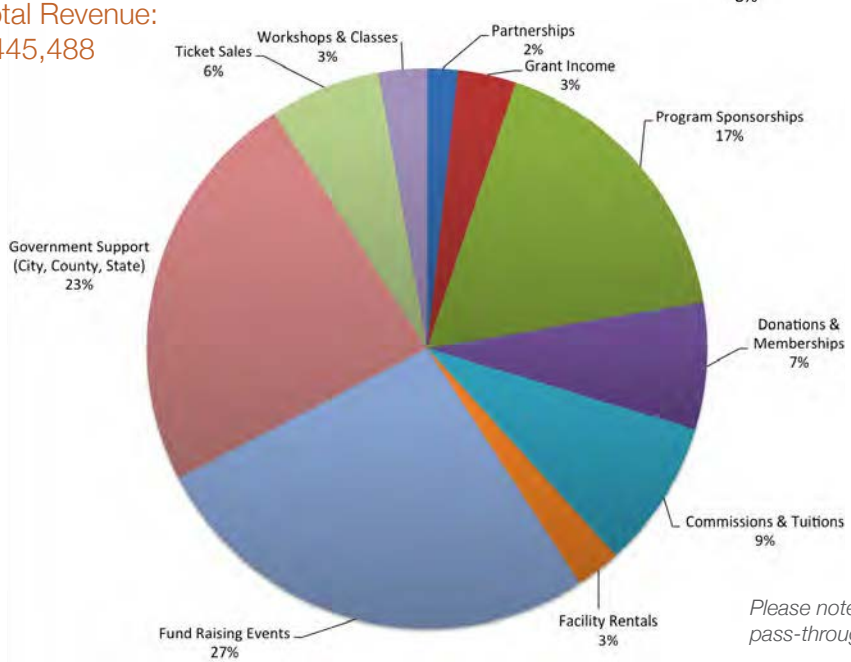
Expenses by Program

Total Expenses:
$443,452



Revenue Sources

Total Revenue:
$445,488



Please note: These charts do not include pass-through Art & Science Fund grants.

Leadership

Board of Directors

Jean Hockman, *President*
Holly Taylor, *Vice President*
Erin Evans, *Secretary*
Maxie Inigo, *Treasurer*

John Albert, *Principal, Sechrist Elementary School*
Art Babbott, *Supervisor, Coconino County District 1*
Matt Beaty, *The Framing Department at Hidden Light*
Nicole Benko, *Flagstaff Chamber of Commerce*
Kathy Bryant, *Retired, Northern Arizona University Bookstore*
Linda Giesecke, *Registered Nurse*
Heidi Hansen, *Director, Flagstaff Convention & Visitors Bureau*
Dorlee Henderson, *Retired Academic and Pre-Law Advisor*
Ingrid Lee, *Dean, College of Arts & Sciences, Coconino Community College*
Paul Moore, *Architect, PWMA Architects*
Eva Putzova, *Council Member, City of Flagstaff*
Paula Rice, *Professor Emerita, School of Art, Northern Arizona University*
Melissa Robinson, *Leasing & Development Specialist, Flagstaff Mall & Marketplace*

Josh Copley, *Ex-Officio, City Manager, City of Flagstaff*
Cynthia Seelhammer, *Ex-Officio, County Manager, Coconino County*
Karl Eberhard, *Ex-Officio, Community Redesign & Development Manager, City of Flagstaff*

Staff

John Tannous, *Executive Director*
Elizabeth Vogler, *Deputy Director*
Malena Grosz, *Marketing Director*
Erin Joyce, *Artistic Director*
Kris Kosola, *Assistant to the Executive Director*
Margaret Langworthy, *Program Coordinator*
Mario Samano, *Facility Manager*

Flagstaff Arts Council, managing the Coconino Center for the Arts
Location: 2300 N. Fort Valley Rd., Flagstaff, AZ 86001

Flagstaff Arts Council
Art & Science Fund Grant Program
FY 2015-16 Funding Recommendations

Recommendation Process

To make decisions on the disbursement of Art & Science Fund monies available each year, the Flagstaff Arts Council conducts a transparent and rigorous review process. This process has been developed over the years with input from partners, community, other grant making agencies, and best practices in the grant-making industry nationwide.

The grant cycle review process operates according to the Art & Science Fund Committee Policy (posted with Board documents on our website). It begins in January with publication and announcement of the Grant Guidelines and Applications. Applications are due to the Arts Council in early April.

Two types of grants were offered this year: General Operating Support grants for Flagstaff non-profits with a mission to offer arts, culture and/or science programs to benefit the community, and Project Support Grants for other organizations that are seeking funding for a single arts, culture, and/or science project that benefits the community.

From April through the end of June, the Art & Science Committee carefully reads and reviews all grant applications received. Karl Eberhard, City of Flagstaff liaison to the Arts Council, has a voting seat on the Committee and participates in all Committee activities. Each Committee member reads all applications individually, and through a series of meetings, discusses as a group the validity, viability, quality and public benefit of each proposal. All meetings of the Committee are open to the public and are announced on the Arts Council's website and in the Guidelines document. Towards the end of this cycle, each member individually ranks each application using the city-approved Ranking Form. The criteria by which each application is ranked are as follows:

- Scope of work: artistic, cultural or scientific programs
- Overall quality of program or organization
- Public benefits and outreach: tangible services and benefits to the community
- Organizational and administrative profile: management and administrative ability to complete the project
- Financial status and fiscal management

The results of the rankings (shown below) are then plugged into a spreadsheet that uses a formula to award funding based on ranking and available funding. The Committee meets to review these amounts and make final funding recommendations for the Board.

For fiscal year 2015-16, thirty-five applications for funding were submitted, totaling requests of $471,572.00.

Funded Program Descriptions

General Operating Support Grants

Lowell Observatory
Funds support traveling exhibitions as well as special events throughout the year on display during public hours in the Steele Visitor Center. This past year, Lowell celebrated the Year of Pluto that included heavily attended special events during the Pluto flyby.

Flagstaff Festival of Science
With a mission to connect and inspire the citizens of Northern Arizona with the wonders of science and the joy of scientific discovery through the 2015 Festival, the popular Festival includes more than 70 free activities. This year, the Festival published a 25-year retrospective book about the history of the event.

Theatrikos Theatre Company
Mission to be a leading arts organization in Northern Arizona, offering high quality live theatrical productions and educational opportunities, utilizing a diverse base of talent that represents the community at large. Theatrikos' actors took home a 2015 Viola Award for Excellence in the Performing Arts for the production of *God of Carnage*.

Museum of Northern Arizona
MNA has a mission to inspire a sense of love and responsibility for the beauty and diversity of the Colorado Plateau through collecting, studying, interpreting, and preserving the region's natural and cultural heritage. This year, MNA was award the National Medal from the Institute for Library and Museum Services, its highest national honor.

The Arboretum at Flagstaff
Mission to increase understanding, appreciation, and conservation of plants and plant communities native to the Colorado Plateau. Funds support the Arboretum's operations and many programs, including plant conservation, educational programs and events. The Arboretum hosts many events in the summer and fall, including the Penstemon Festival, Summer Concert Series, and Pumpkin Walk.

Flagstaff Symphony Orchestra
Mission to enrich the cultural life of Northern Arizona and expand the understanding, appreciation and love of music in people of all ages. FSO is preparing for it's next season, beginning in September 2016.

Master Chorale of Flagstaff
Mission to enrich the quality of life in Northern Arizona through excellent choral music performance, education and outreach. Funds support concert costs. Master Chorale produced concerts in the fall, including their annual 'Christmas in the Mountains.'

Orchestra Northern Arizona
Mission to make orchestral music available to everyone, regardless of age or income, through free concerts in a family-friendly, informal venue. Funding supports annual concert series. In 2015, they premiered a new work of art: Karim Elmahmoudi's *Orbit: A Symphonic Fantasy.*

Flagstaff Friends of Traditional Music
Mission to preserve and promote all forms of traditional acoustic music and dance in Northern Arizona. Funds support major events such as Pickin' in the Pines Bluegrass & Acoustic Music Festival and Flagstaff

Folk Festival, as well as Young Jammers, a free program for area youth to learn to play music on donated instruments.

Flagstaff Youth Chorale
Mission to provide music education, performing opportunities and a variety of music enrichment activities under professional choral direction. In the last year, the Chorale changed their name and rebranded to clarify their mission and work in the community.

Willow Bend Environmental Education Center
Mission to provide environmental education outreach services that build environmental awareness and an ethic of responsible stewardship. Willow Bend hired their new Executive Director, Moran Henn, this year.

Elden Pueblo Project / Arizona Natural History Association
Mission to provide opportunities for the public, particularly school children, to participate in the archeological process. Funds support 14 educational programs for local 4th through 8th grade classes, and two Cultural Resource Workshops. Each year, Elden Pueblo sends the Arts Council letters from the students who participate in this program, showing their thanks and what they've learned.

Ballet Folklorico de Colores
Mission to educate the children of Flagstaff in cultural dance through the history and geography of each region of Mexico. Funds support assistance for dancers from low-income families.

Flagstaff Community Band
Mission to contribute positively to the musical environment in Flagstaff and to provide an opportunity for individual musical expression. Funds support the performance season. FCB always provides concerts free of charge.

USA Dance - Flagstaff Chapter
Mission to promote the quantity and quality of social dance in the Northern and Central regions of Arizona with a focus on Flagstaff; they conduct dance classes on Heritage Square on Wednesday nights during the summer season. Funds are used to support dance workshop instructors and facilities changes, permits, and band and audio equipment costs.

Grand Canyon Guitar Society
Dedicated to the study, performance and advancement of guitar in Northern Arizona. Funds support costs associated with promoting and implementing the 2015-16 concert season.

Canyon Movement Company
Mission to serve as a modern dance ensemble, creating and presenting the art of dance through performance, education and collaborative projects. CMC produced dance concerts in the fall, including their annual 'Nutcracker Suite in Modern Bare Feet."

Flagstaff Light Opera Company
Mission to develop community-based musical theater and light opera productions in Northern Arizona. This past year they performed 'Rent' and 'A Little Night Music.'

Artists Coalition of Flagstaff
Mission to encourage and promote artistic growth and professional development of local artists and to

create a forum for the arts through exhibitions and programs. Funds support costs associated with programs and events. ACF recently opened a gallery in the Flagstaff Mall.

Living Traditions Presentations
Mission to promote Celtic music and culture through concerts, workshops and more. Funds support costs associated with their annual concert series.

Heritage Square Trust
Mission to bring a diverse program of free music, dance, art and educational events to the amphitheater at Heritage Square. Funds assist with fees for artists, making possible their season of events each summer. HST participates in Summer Nights on the Square, producing Thursday night concerts to match up with other offerings on Friday and Saturday.

Dry Creek Arts Fellowship
Mission to provide a base of support for the preservation and future development of Western American Art. Funds support two primary programs: the Trappings of the American West exhibition and the Expressive Arts Discovery Program, which provides art classes to cancer patients.

Human Nature Dance Theatre
Mission to create original performance works which address issues relevant to our world. Funds support cost for production and artists, plus costs associated with hosting and producing dance classes in their studio space throughout the year.

Northern Arizona Celtic Heritage Society
Mission to present, promote and preserve Celtic culture. Funds support NACHS' big events, including the Arizona Highland Celtic Festival in July 2015.

Project Support Grants

SciTech Desk
Funds support the science and tech reporter at KNAU Public Radio and corresponding programming.

Past is Prologue
Funds support the fall 2015 program and exhibition on the history of the Fred Harvey company and their cultural impact on Flagstaff, Route 66, and the American West.

Hozhoni Art Gallery
Funds support six exhibitions for adults with developmental disabilities to show their art and corresponding art workshops. Exhibitions are designed to be inclusive, and to increase awareness of the artists, their unique views and their natural talents.

Center for Indigenous Music & Culture
Funds support production of Merveilles: An African Arts Gathering, part of the organization's Guest Artist program. The week-long celebration included classes, workshops and performances in various venues for the benefit of the community.

Narrow Chimney Reading Series
Funds support the Reading Series, and costs associated with artists and production. The Series is produced by the newly revamped Northern Arizona Book Festival.

Community Art Restoration and Events for Sustainability
Funds support implementation of the CARES program (Community Art Restoration and Events for Sustainability), a family centered art project with art workshops for youth.

Capoeira Angola Workshops
Funds support the Capoeira Angola Program which brought three world-renowned Capoeira teachers/performers to Flagstaff for a week-long residency that included workshops and performances.

Firefly Gathering
Funds support the development of the 2016 Firefly Gathering, a festival of performing, visual and healing arts.

Sound of Flight
Funds support the final phase of the Sound of Flight mural on the Orpheum Theater, produced by artists Sky Black and the Mural Mice.

Applications Not Recommended for Funding

The Committee did not fund two applicants for project support. The Grand Canyon Salsa Festival was not funded due to the program occurring mostly outside of the Flagstaff area and lacking impact on Flagstaff residents and visitors. The Building Community project application from Canyon Movement Company was not funded as its focus on Parkinson's patients had been changed and expanded to include a broader scope.

Flagstaff Arts Council

Art & Science Fund Grant Awards 2015-16 :: Funded by City of Flagstaff BBB Revenues

1. General Operating Support Grants

These grants provide programmatic and operational support to non-profit arts, culture and/or science organizations with programs that serve the public in Flagstaff, Arizona.

APPLICANT	REQUESTED FUNDING	SCORE AVERAGE (out of 25)	Final Award
Lowell Observatory	$30,000	**24.50**	29,000
Flagstaff Festival of Science	$11,800	**24.20**	11,000
Theatrikos Theatre Company	$23,267	**23.88**	21,000
Museum of Northern Arizona	$30,000	**23.38**	26,000
The Arboretum at Flagstaff	$30,000	**23.17**	25,000
Flagstaff Symphony Orchestra	$30,000	**23.12**	25,000
Master Chorale of Flagstaff	$15,000	**23.00**	11,000
Orchestra Northern Arizona	$4,655	**22.62**	4,000
Flagstaff Friends of Traditional Music	$30,000	**22.33**	21,000
Flagstaff Youth Chorale	$8,000	**21.88**	6,000
Willow Bend Env. Education Center	$22,000	**21.33**	15,000
Elden Pueblo / AZ Nat. History Assn.	$8,000	**21.25**	5,300
Ballet Folklorico de Colores	$8,000	**21.17**	5,300
Flagstaff Community Band	$5,000	**20.67**	2,400
USA Dance - Flagstaff Chapter	$1,500	**20.33**	1,000
Grand Canyon Guitar Society	$30,000	**20.17**	4,500
Canyon Movement Company	$15,000	**19.83**	8,100
Flagstaff Light Opera Company	$8,000	**19.27**	4,000
Artists' Coalition of Flagstaff	$10,000	**19.17**	4,900
Living Traditions Presentations	$5,000	**19.00**	2,300
Heritage Square Trust	$5,000	**19.00**	2,300
Dry Creek Arts Fellowship	$10,000	**18.50**	4,300
Human Nature Dance Theatre	$10,000	**17.60**	3,500
N. Arizona Celtic Heritage Society	$20,000	**17.50**	6,800
TOTALS	**370,222**		248,700

Flagstaff Arts Council

Art & Science Fund Grant Awards 2015-16 :: Funded by City of Flagstaff BBB Revenues

2. Project Support Grants

These grants provide programmatic support to non-profit organizations for arts, culture and/or science projects that serve the public in Flagstaff, Arizona.

PROJECT	REQUESTED FUNDING	SCORE AVERAGE (out of 25)	Final Award
SciTech Desk at KNAU Public Radio	$15,000	**20.67**	8,000
Past is Prologue: Fred Harvey	$5,250	**20.50**	3,900
Hozhoni Art Gallery	$8,000	**19.83**	4,700
Center for Indigenous Music & Culture	$11,080	**19.73**	5,100
Narrow Chimney Reading Series	$4,750	**19.67**	3,300
Community Art Restoration & Events	$6,700	**19.67**	3,700
Capoiera Angola Workshops	$7,570	**19.17**	3,900
Firefly Gathering	$20,000	**19.00**	13,600
Mural Mice: Sound of Flight	$8,000	**17.57**	5,000
Unfunded Applicants	$15,000		
TOTALS	**101,350**		51,200

TOTALS	**REQUESTED**	**FUNDED**
All Grants	**471,572**	**299,900**

Contact:
John Tannous, Executive Director | 928.779.2300 x101 | jtannous@flagartscouncil.org

Art & Science Fund

July 1, 2015 – June 30, 2016 Grant Application

Guidelines & Instructions for General Operating Support Grants

Application Deadline: Thursday, March 26, 11:59 pm

IMPORTANT:
This document is for General Operating Support (GOS) Grants. **ONLY organizations whose mission statement clearly defines them as arts, cultural and/or science-based institutions are eligible to apply for this funding.** GOS applicants must be IRS-approved 501(c) 3 non-profit organizations registered with the State of Arizona that provide a direct public benefit to the community of Flagstaff, as stated in the applicant's mission statement. All GOS applicant organizations must have a managing board that meets regularly, whose members serve without compensation and are representative of the community they serve.

GOS Applications from organizations that do not meet the above description will be rejected. Do NOT apply in this category if:

- Your organization has a majority of its activities outside of the scope of arts, cultural or science based programming, or,
- Your organization is using a fiscal agent.

If your organization meets either of these descriptions, it may be eligible for a Project Support Grant, according to the instructions in the Grants section of http://flagartscouncil.org.

Section I – Introduction

Flagstaff Arts Council is dedicated to providing opportunities in the arts, sciences and culture. Arts Council serves as the granting agency for City of Flagstaff funds including the Bed, Board, and Beverage tax funds allocated to support local arts, science, and cultural organizations and their projects.

Arts Council invites non-profit organizations to submit proposals for arts, science, and cultural activities taking place in the immediate Flagstaff area between July 1, 2015, and June 30, 2016, through the Art & Science Fund grant program.

There are several changes to this year's documents. **It is strongly recommended that you read the entire Guidelines and Application documents completely and carefully.** We highlight some, but not all, of the new items here for your convenience.

Mission Statements

Flagstaff Arts Council

The mission of Flagstaff Arts Council is to enhance the spectrum and quality of cultural experiences available to residents of and visitors to our community.

Art & Science Fund Mission

The Mission of the Art & Science Fund Committee is to responsibly and effectively invest the City's resources to benefit residents and visitors through excellence in artistic, scientific, and cultural programming.

Goals of the Art & Science Fund

The goals of Flagstaff Arts Council Art & Science Fund are:

- To enhance the quality of life for Flagstaff residents and visitors through community-based artistic, scientific, and cultural activities.
- To provide financial support through the distribution of the City's funds to nonprofit organizations committed to providing high quality artistic, scientific, and cultural programming in Flagstaff.
- To assist organizations in developing excellence in nonprofit organizational management, and in the programming of arts, science and cultural activities.
- To stimulate public and private support for and a sense of community among nonprofit organizations dedicated to artistic, cultural, and scientific achievement in Flagstaff.

- To increase opportunities for community-based experiences in arts, cultural and science endeavors.

- To support the development of new and emerging nonprofit organizations dedicated to artistic, scientific, and cultural achievement.

Questions?

Our offices are open Monday-Friday, 9am-5pm. If you have questions about Art & Science Fund grants or the application process, first read this entire document carefully. If you need assistance, you can call (928) 779-2300, and ask for Kris or JT. Questions may also be submitted to info@flagartscouncil.org.

Section II – Eligibility Limitations

Maximum Applications
Each organization may submit only one application in this current grant funding cycle. An applicant organization may NOT serve as a fiscal agent on a second application for another organization. However, GOS applicants are welcome to apply for Building Community funding.

Applicants may not receive funding from both the City of Flagstaff's Beautification & Public Art Commission and the Arts Council for the same project. Additionally, if an organization receives City of Flagstaff BBB Revenues for general operating support or for projects, it will not be eligible for funding through the Art & Science Fund.

We do NOT fund

- Organizations that were funded by the Arts Council in the 2013-2014 or 2014-2015 grant cycle but failed to file a final report by the deadline
- Individuals
- K-12 schools or projects that primarily serve K-12 schools
- Projects by for-profit entities
- Projects involving the construction of facilities
- Debt reduction
- **Fundraising projects or events** (this means that a proposed project for Project Application funding cannot be designed to raise funds for the organization's general fund.)
- Scholarships, awards, and re-granting
- Capital expenditures
- Lobbying expenses
- Activities that do not directly serve the residents and visitors to the immediate Flagstaff area

Section III – Funding Availability

GOS grants are used at the discretion of the recipients, within the limits of laws governing the use of public funds. These funds can be used to cover administrative and/or program costs including salaries, facilities, travel, equipment, supplies, training, membership, and specific program activities.

Approved applicants will be awarded grants between $1,000 and $30,000, within the following rules:

- Funding is based on the organization's total annual expenditures.
- The applicant organization does not request a funding amount, as funding levels are automatically calculated
- **No applicant will be funded for more than 40% of the organization's most recent fiscal year total expenses** (cash only – in kind contributions do not count towards the calculated expense total).

Use the chart below to determine the potential funding level for your organization:

For GOS applicants, your total organization expenditures from your most recently completed fiscal year falls between the two figures below.		The typical grant award range for the corresponding budget size is:
From	To	
$2,500	$15,000	$1,000 - $5,000
$15,001	$50,000	$1,000 - $8,000
$50,001	$100,000	$2,500 - $15,000
$100,001	$200,000	$5,000 - $22,000
$200,001	and above	up to $30,000

Section IV – Grantee Responsibilities

Liability Insurance
Upon signing a service agreement for funding, the grantee must provide **two forms** showing proof of liability insurance with a minimum coverage of $1,000,000. One document must name the *Flagstaff Arts Council* as additional insured. A separate document must name *the City of Flagstaff,* as additional insured. Be sure to include the cost of this insurance in your organization's budget.

Audits
After awarding a grant, the Arts Council may audit the grantee's records, at any time, to verify that the grantee is complying with the terms, conditions, and requirements of the contract. The Arts Council may require that the applicant organization pay for the cost of the audit.

Acknowledgment
Funded organizations *must acknowledge the support of Flagstaff Arts Council and the City of Flagstaff – BBB Revenues* in advertisements and promotional materials. The Flagstaff Arts Council's logo and the City of Flagstaff's BBB logo must be used when possible and can be obtained on the Arts Council website (http://flagartscouncil.org/the-arts-council/grants/). Detailed requirements for this acknowledgment will be provided with the service agreement upon acceptance of grant funding.

NEW THIS YEAR: Recipients of Art & Science Fund grants will be required to show the logo for Flagstaff365.com on the recipient organization's website (if applicable), and the logo must link to http://flagstaff365.com. Flagstaff365.com is the comprehensive online calendar of events for Flagstaff; it is a free service provided in partnership between the City of Flagstaff and Flagstaff Arts Council. Detailed information about this will be provided in grant award packets in July 2014.

Report Requirements
All applicants that were funded in the 2014-2015 (previous) grant cycle must submit a final report by August 13, 2015. The Final Report forms can be obtained from the Arts Council website (http://flagartscouncil.org/the-arts-council/grants/resources-grant-recipients/).

Applicants funded in the 2015-2016 grant cycle must submit a final report by August 15, 2016. If the Arts Council does not receive either of these final reports by the due date, the organization may lose current year funding and will not be eligible for funding in future grant cycles.

Section V – Cultural Data Project

The Arizona CDP is an online system for collecting and standardizing historical financial and organizational data. The first management tool of its kind, the Arizona CDP will enable organizations to view trends in their data, benchmark themselves against peer organizations, and enhance their financial management capacity.

Flagstaff Arts Council requires all GOS applicants to complete Data Profiles through the Arizona Cultural Data Project (Arizona CDP) website (http://azculturaldata.org). Your organization's Data Profile for your **three** most recently completed fiscal years **must have a status of Review Complete** by the deadline for this grant: March 26, 2015.

In order to have a profile that is Review Complete by March 26, **we recommend that you submit your profiles in the Arizona CDP system by March 1, 2015**, to ensure successful completion through the CDP's review and correction process.

Once your three Data Profiles are Review Complete, follow the instructions in #5 below to save your Funder Report as a .pdf document for use in uploading as part of your online application.

Instructions for the use of the Arizona CDP:

1. Go to http://azculturaldata.org. First time users, click on "New User Registration."

Returning users, log in using your user name and password.

2. If you have not already created and submitted a Data Profile: Create new Data Profile. Complete a Data Profile for each of the THREE most recently completed fiscal years; start with the earliest year.
   If you have already created and submitted one Data Profile: Create a second and then third Data Profile and complete for your most recently completed fiscal year.
3. Enter data using your board-approved financial audit/review or year-end financial statements.
   a. If your organization is not audited/reviewed, enter data based on board-approved year-end financial statements.
   b. DO NOT enter project budgets, budgets for future years, or data from incomplete or not-yet-approved audits/reviews/financial statements.
4. When finished entering data, click on Submit/Error Check; address any errors and call the CDP Help Desk if you have questions.
5. On My CDP, go to the Funders Reports section, select the fiscal year for the report and click on "GO". Click on the link for Flagstaff Arts Council to generate the report and print or save the report in order to include it in your grant application.
6. Review your Funder Report; if you need to make changes, call the CDP Help Desk.
7. Obtain the required signatures for the front page of the Funder Report.
8. Scan and upload your Funder Report (.pdf file) in your CommunityGrants application online.

Please Note: As part of the effort to ensure the accuracy of your data, throughout the year the Arizona CDP Help Desk will review each of your submitted Data Profile(s) and contact you with suggested revisions. **It is your responsibility to respond to the Help Desk and to make any necessary changes to the submitted Cultural Data Profile(s).** This process will not interfere with your ability to run Funder Reports and apply for grants.

Complete instructions for getting started with the Arizona CDP are available here:
http://www.azculturaldata.org/orientation.aspx.
Online training is also available here: http://www.azculturaldata.org/training.aspx.

Please direct questions concerning the Cultural Data Profile to:
Arizona CDP Help Desk:
Toll Free: 1-855-77-AZCDP (1-855-772-9237)
Email: help@azculturaldata.org
The Arizona CDP Help Desk is available Monday – Friday from 9:00am – 5:00pm MST.
Arizona CDP website: http://www.azculturaldata.org

Section VI – Alternate Year Application

Each year, the Arts Council chooses applicants from amongst last year's highest-ranking GOS applications to be invited to complete abbreviated Alternate Year Applications. Applicants chosen for Alternate Year Applications **<u>are NOT guaranteed funding</u>**, **nor are they guaranteed the same amount of funding as they received in the prior fiscal year grant**

cycle; however, their ranking score from last year is carried forward to this year.

If circumstances change, such as significant changes in the organization's leadership, the Arts Council may choose to require a full application of any applicant listed below, with notice at least 30 days prior to the application deadline.

This year (for FY2015-16 applications), Alternate Year Applicants are:

Lowell Observatory
Theatrikos Theatre Company
Museum of Northern Arizona
The Arboretum at Flagstaff
Flagstaff Symphony Orchestra
Orchestra Northern Arizona
Children's Chorale of Flagstaff
Elden Pueblo / AZ Natural History Association

These organizations should complete ONLY the Alternate Year Application in the CommunityGrants portal. Do NOT complete the GOS Application.

Alternate Year applicants may choose to turn in a full application if they wish to improve upon their score. If your organization is listed as an Alternate Year applicant, but you wish to turn in a full application, **you must receive approval** from Flagstaff Arts Council by February 28, 2015. Please contact John Tannous at (928) 779-2300 x101, or jtannous@flagartscouncil.org.

Section VII – Schedule

All activities and meetings take place at the Coconino Center for the Arts, 2300 N. Fort Valley Road, Flagstaff, Arizona, unless otherwise noted. ***All meetings listed herein are open to the public****; however, public comments will not be allowed during Committee and Board meetings.*

- **Grant Guidelines Published: Thursday, January 15, 2015**
  Art & Science Fund Guidelines and Applications are announced and published on the Arts Council's website at http://flagartscouncil.org/the-arts-council/grants/. The online application system is open and applicants can begin working on their applications at this time.

- **Workshop:** ***Guide to Art & Science Fund Grants***
  Tuesday, February 24, 2015, 5:00pm
  This workshop is REQUIRED for applicants who did not receive a grant in FY2014-15. It is OPTIONAL for all other applicants.
  At this workshop, you will learn about the online application process for Art & Science Fund grants and how to succeed when applying. This will cover the technical aspect of the online program, and include a session on best practices to help applicants be

successful. **Wifi will be available if you wish to bring a laptop to access the online system during the presentation.**

- **Grant Applications Due: Thursday, March 26, 2015, by 11:59pm**
  All grant applications must be submitted in the Arts Council's CommunityGrants online portal no later than Thursday, March 26, 2015, at 11:59pm. **Late applications will not be accepted.**

  Please note: only **online** submissions of applications will be accepted.

- **Art & Science Fund Committee Meeting: Thursday, April 16, 2015, at 5:30pm**
  The Committee meets for the first time to receive applications and review eligibility.

- **Applicant Presentations to Art & Science Fund Committee:**
  ATTENDANCE REQUIRED
  Monday, June 1, 2015, 5:30-9:00pm, and
  Wednesday, June 3, 2015, 5:30-9:00pm
  Attendance by a representative of your organization at your scheduled presentation is **REQUIRED**; failure to attend will result in the AUTOMATIC DISQUALIFICATION of your grant application. Each eligible grant applicant will give a four (4) minute presentation to the Art & Science Fund Committee, followed by a four (4) minute period for questions and answers. You may make verbal clarifications, report any new developments within your organization since the application date, and distribute any brochures. No rewrites of the application or budget forms will be accepted. No further information will be accepted after the presentation. An Arts Council staff member will contact you by email to schedule your presentation time during the dates/times listed. **It is important that you bring representatives who are knowledgeable about your organization, your application and your finances (CDP Funder Report).**

- **Art & Science Fund Committee Meeting: Sunday, June 7, 2015, 12:00-6:00pm**
  The Committee reviews, discusses and ranks all applications.

- **Art & Science Fund Committee Meeting: Monday, June 15, 2015, 5:00-7:00pm**
  The Committee meets for a final review and to make funding allocation recommendations.

- **Arts Council Board of Directors Meeting: Wednesday, June 24, 2015, 4:30-6:00pm**
  The Arts Council Board of Directors meets to review and approve the final allocation of the Art & Science Fund.

- **Notification of Awards: no later than Wednesday, July 1, 2015**
  Notification letters are **emailed** to all applicant organizations. Please note: **notification will be sent by electronic mail ONLY**, not via regular mail as in past years.
  Notification of awards is dependent upon final allocation and approval of funding to the Art & Science Fund through the City of Flagstaff.

- **Signed Contracts due: Friday, August 14, 2015, by 5:00pm**
  Grant award packets and contracts are sent out via email to funded applicants mid-July. Signed contracts and documents must be returned to the Arts Council by August 14.

- **Grantee Celebration – August 2015**
  The Arts Council will host a celebration for the 2015-2016 grant recipients at Flagstaff City Hall, 201 W. Aspen, Flagstaff, Arizona. Grant recipients are expected to attend this Grant Award Celebration in late August in order to receive the first quarter payment of grants.

- **Previous Year Final Reports Due: Friday, August 14, 2015**
  All recipients of Art & Science Fund grants in last year's program (FY 2014-15) must submit their final reports by August 14, 2015, at 5:00pm. Failure to submit final reports on time will result in termination of funding for the FY 2015-16 program, and may additionally make an organization ineligible for future grant funding.

- **Final Reports Due: Thursday, August 13, 2016, by 11:59pm**
  All applicants who are funded in the 2015-2016 grant cycle must submit a final report by August 13, 2016. Additionally, financial reports must be delivered to the Arts Council through the Cultural Data Project at a date to be announced later. Final reports in this cycle will be submitted online.

  Failure to submit final reports on time will result in termination of existing funding, and may additionally make an organization ineligible for future grant funding.

Section VII - Review Criteria and Procedure

The Art & Science Fund grant committee consists of up to 10 citizens of Flagstaff. The majority of Committee members are not members of the Arts Council Board and not affiliated with the Flagstaff Arts Council in any other capacity. These volunteer committee members read, review and rank all applications and determine funding allocations for the Art & Science Fund.

The committee considers the following criteria when ranking applications:

- **Quality of Programs / Scope of Work**
  Programs exhibit quality in art, culture and/or science
  Programs fit Art & Science Fund goals
  Scope of work is relevant to the larger industry of art, culture and/or science
  Programs contribute to the quality of life in Flagstaff
  Programs utilize qualified artists and/or experts with a proven track record of quality

- **Public Benefits / Community Outreach**
  Programs provide direct public benefit to Flagstaff area residents and/or visitors
  Organization has an effective marketing and outreach approach
  Evidence of community involvement in planning and program

Program does not replicate services in the community

- **Administrative and Leadership Capacity**
  Strong leadership with proven track record of success
  Board is representative of the community and serves without compensation
  Organizational capacity to raise funds and acquire resources to carry out program
  Evidence of strategic planning
  Expertise in given art, culture or science field appropriate to the program

- **Financial Status and Fiscal Management**
  Evidence of controls to ensure proper management of funds
  Board involvement in financial oversight and accountability
  Organization is in a strong financial position
  Submitted financials connect to and make sense with the submitted narrative

All announced grant awards are subject to change by the Arts Council based on the availability of Bed, Board and Beverage (BBB) Revenues as approved by the City Council for the City of Flagstaff.

Section VIII – How To Apply Online

Applications for the Art & Science Fund will be accepted online only. Applications must be submitted through this online program by **Thursday, March 26, 2015,** by 11:59pm Arizona Time. **Late applications will not be accepted.**

It is strongly recommended that applicants submit their proposals at least two days prior to the stated deadline of March 26, 2015. This helps to ensure that, should you encounter any issues and need technical assistance, Arts Council staff and customer support will be available to assist you prior to the application deadline.

The online CommunityGrants portal for grant applications allows the user to save work and return to the application later. However, the program does not have a spell-check functionality. **We recommend that users write and edit their application answers offline** in a word processing software program such as Microsoft Word, and then copy/paste each answer into the online system. This will also ensure that a back-up copy of all your work is saved should any technical difficulties arise with online access.

To register to use the CommunityGrants online portal:

1. **You must first contact Arts Council staff to receive a username and password** to log in to the CommunityGrants online portal (if you have a username and password from last year, skip this step). Call us at (928) 779-2300 during regular business hours (Monday through Friday, 9am-5pm). Primary staff contacts for this are Kris Kosola and John Tannous; however, other Arts Council staff are able to provide you with registration. Your username and password will be sent by email to you.

2. Then visit http://flagstaffculturalpartners.force.com/grants to login. Enter your username and password you received by email, then click "Login."
3. Click on the large "Apply" circle button, or click on "Funding Opportunities" at the top. Once you do, you will see the four types of applications for which you can apply: 1) General Operating Support, 2) Project Support, 3) Building Community, and 4) Alternate Year. Click "apply" next to the application you wish to submit.
4. Click "apply now."
5. Click "start application."
6. You are in the application, and may begin entering information. On the left side, there is a navigation list of the sections for the application. Be sure to save your application frequently. Your application saves whenever you click "Previous Section" or "Next Section." Alternatively, you may click "Save Draft," although that button saves and takes you out of the application.
7. Once you have entered information in all required fields in all sections, the "Submit Funding Application" button will become active to click. **Please note: once you click "Submit Funding Application" your application will be submitted and no longer available to edit or change.**

Our offices are open Monday-Friday, 9am-5pm. If you have questions about the online CommunityGrants portal, you can call (928) 779-2300, and ask for Kris or JT. Questions may also be submitted to info@flagartscouncil.org.

Art & Science Fund

July 1, 2015 – June 30, 2016 Grant Application

Guidelines & Instructions for Project Support Grants

Application Deadline: Thursday, March 26, 11:59 pm

IMPORTANT:
Project Support grant funding is for non-profit organizations and post-secondary education institutions that wish to apply for funding for arts, cultural or science-based programs that take place in the greater Flagstaff area. Organizations do not need to be arts, cultural or science institutions based on their mission statement; however, the project for which funding is being requested must be an arts, cultural or science-based project with direct public benefit. These include, but are not limited to, festivals, exhibitions, concerts, workshops, performances, and lectures.

Arts, science, and cultural organizations that do not have 501(c) 3 status may apply for Project Support funding using a fiscal agent for a maximum of two years. A fiscal agent is a non-profit organization that takes responsibility for the fiscal duties of an unrelated party. It does not have to be an arts, science or cultural non-profit organization.

Section I – Introduction

Flagstaff Arts Council is dedicated to providing opportunities in the arts, sciences and culture. Arts Council serves as the granting agency for City of Flagstaff funds including the Bed, Board, and Beverage tax funds allocated to support local arts, science, and cultural organizations and their projects.

Arts Council invites non-profit organizations to submit proposals for arts, science, and cultural activities taking place in the immediate Flagstaff area between July 1, 2015, and June 30, 2016, through the Art & Science Fund grant program.

There are several changes to this year's documents. **It is strongly recommended that you read the entire Guidelines and Application documents completely and carefully.**

Mission Statements

Flagstaff Arts Council

The mission of Flagstaff Arts Council is to enhance the spectrum and quality of cultural experiences available to residents of and visitors to our community.

Art & Science Fund Mission

The Mission of the Art & Science Fund Committee is to responsibly and effectively invest the City's resources to benefit residents and visitors through excellence in artistic, scientific, and cultural programming.

Goals of the Art & Science Fund

The goals of Flagstaff Arts Council Art & Science Fund are:

- To enhance the quality of life for Flagstaff residents and visitors through community-based artistic, scientific, and cultural activities.
- To provide financial support through the distribution of the City's funds to nonprofit organizations committed to providing high quality artistic, scientific, and cultural programming in Flagstaff.
- To assist organizations in developing excellence in nonprofit organizational management, and in the programming of arts, science and cultural activities.
- To stimulate public and private support for and a sense of community among nonprofit organizations dedicated to artistic, cultural, and scientific achievement in Flagstaff.
- To increase opportunities for community-based experiences in arts, cultural and science endeavors.
- To support the development of new and emerging nonprofit organizations dedicated to artistic, scientific, and cultural achievement.

Questions?

Our offices are open Monday-Friday, 9am-5pm. If you have questions about Art & Science Fund grants or the application process, first read this entire document carefully. If you need assistance, you can call (928) 779-2300, and ask for Kris or JT. Questions may also be submitted to info@flagartscouncil.org.

Section II – Eligibility Limitations

Maximum Applications
Each organization may submit only one application in this current grant funding cycle. An applicant organization may NOT serve as a fiscal agent on a second application for another organization.

Applicants may not receive funding from both the City of Flagstaff's Beautification & Public Art Commission and the Arts Council for the same project. Additionally, if an organization receives City of Flagstaff BBB Revenues for general operating support or for projects, it will not be eligible for funding through the Art & Science Fund.

We do NOT fund

- Organizations that were funded by the Arts Council in the 2013-2014 or 2014-2015 grant cycle but failed to file a final report by the deadline
- Individuals
- K-12 schools or projects that primarily serve K-12 schools
- Projects by for-profit entities
- Projects involving the construction of facilities
- Debt reduction
- **Fundraising projects or events** (this means that a proposed project for Project Application funding cannot be designed to raise funds for the organization.)
- Scholarships, awards, and re-granting
- Capital expenditures
- Lobbying expenses
- Projects by post secondary educational institutions that **serve primarily student populations and do not serve the greater Flagstaff community**
- Activities that do not directly serve the residents and visitors to the immediate Flagstaff area
- Administrative and/or indirect expenses
- Fiscal agent fees in excess of 5% of the awarded grant amount

Section III – Funding Availability

Project grants are used to cover program costs for a single project. These costs may include facility rentals, travel, equipment, marketing, supplies, training, membership, and specific program activities. Salaries and personnel costs may be included if they are programmatic rather than administrative.

Approved applicants will be awarded grants between $1,000 and $20,000, within the following rules:

- Funding is based on the project's total expenditures.
- **No applicant will be funded for more than 40% of the project's total expenditures** (cash only – in kind contributions do not count towards the calculated expense total).

Use the chart below to determine the potential funding level for your organization:

For Project Support applicants, your total proposed project expenditures falls between the two figures below.		The typical grant award range for the corresponding budget size is:
From	To	
$2,500	$15,000	$1,000 - $5,000
$15,001	$50,000	$1,000 - $8,000
$50,001	$100,000	$2,500 - $15,000
$100,001	$200,000	$5,000 - $20,000
$200,001	and above	up to $20,000

Section IV – Grantee Responsibilities

Liability Insurance
Upon signing a service agreement for funding, the grantee must provide **two forms** showing proof of liability insurance with a minimum coverage of $1,000,000. One document must name the *Flagstaff Arts Council* as additional insured. A separate document must name *the City of Flagstaff,* as additional insured. Be sure to include the cost of this insurance in your project's budget.

Audits
After awarding a grant, the Arts Council may audit the grantee's records, at any time, to verify that the grantee is complying with the terms, conditions, and requirements of the contract. The Arts Council may require that the applicant organization pay for the cost of the audit.

Acknowledgment
Funded organizations *must acknowledge the support of Flagstaff Arts Council and the City of Flagstaff – BBB Revenues* in advertisements and promotional materials. The Flagstaff Arts Council's logo and the City of Flagstaff's BBB logo must be used when possible and can be obtained on the Arts Council website (http://flagartscouncil.org/the-arts-council/grants/). Detailed requirements for this acknowledgment will be provided with the service agreement upon acceptance of grant funding.

NEW THIS YEAR: Recipients of Art & Science Fund grants will be required to show the logo for Flagstaff365.com on the recipient organization's webpage associated with the funded project (if applicable), and the logo must link to http://flagstaff365.com. Flagstaff365.com is the comprehensive online calendar of events for Flagstaff; it is a free service provided in partnership between the City of Flagstaff and Flagstaff Arts Council. Detailed information about this will be provided in grant award packets in July 2015.

Report Requirements
All applicants that were funded in the 2014-2015 (previous) grant cycle must submit a final report by August 13, 2015. The Final Report forms can be obtained from the Arts Council website (http://flagartscouncil.org/the-arts-council/grants/resources-grant-recipients/).

Applicants funded in the 2015-2016 grant cycle must submit a final report by August 15, 2016. If the Arts Council does not receive either of these final reports by the due date, the organization may lose current year funding and will not be eligible for funding in future grant cycles.

Section V – Schedule

All activities and meetings take place at the Coconino Center for the Arts, 2300 N. Fort Valley Road, Flagstaff, Arizona, unless otherwise noted. ***All meetings listed herein are open to the public****; however, public comments will not be allowed during Committee and Board meetings.*

- **Grant Guidelines Published: Thursday, January 15, 2015**
  Art & Science Fund Guidelines and Applications are announced and published on the Arts Council's website at http://flagartscouncil.org/the-arts-council/grants/. The online application system is open and applicants can begin working on their applications at this time.

- **Workshop: *Guide to Art & Science Fund Grants***
  Tuesday, February 24, 2015, 5:00pm
  This workshop is REQUIRED for applicants who did not receive a grant in FY2014-15. It is OPTIONAL for all other applicants.
  At this workshop, you will learn about the online application process for Art & Science Fund grants and how to succeed when applying. This will cover the technical aspect of the online program, and include a session on best practices to help applicants be successful. **Wifi will be available if you wish to bring a laptop to access the online system during the presentation.**

- **Grant Applications Due: Thursday, March 26, 2015, by 11:59pm**
  All grant applications must be submitted in the Arts Council's CommunityGrants online portal no later than Thursday, March 26, 2015, at 11:59pm. **Late applications will not be accepted.**

  Please note: only **online** submissions of applications will be accepted.

- **Art & Science Fund Committee Meeting: Thursday, April 16, 2015, at 5:30pm**
  The Committee meets for the first time to receive applications and review eligibility.

- **Applicant Presentations to Art & Science Fund Committee:**
  ATTENDANCE REQUIRED
  Monday, June 1, 2015, 5:30-9:00pm, and
  Wednesday, June 3, 2015, 5:30-9:00pm
  Attendance by a representative of your organization at your scheduled presentation is

REQUIRED; failure to attend will result in the AUTOMATIC DISQUALIFICATION of your grant application. Each eligible grant applicant will give a four (4) minute presentation to the Art & Science Fund Committee, followed by a four (4) minute period for questions and answers. You may make verbal clarifications, report any new developments within your organization since the application date, and distribute any brochures. No rewrites of the application or budget forms will be accepted. No further information will be accepted after the presentation. An Arts Council staff member will contact you by email to schedule your presentation time during the dates/times listed. **It is important that you bring representatives who are knowledgeable about your organization, your application and your project finances.**

- **Art & Science Fund Committee Meeting: Sunday, June 7, 2015, 12:00-6:00pm**
  The Committee reviews, discusses and ranks all applications.

- **Art & Science Fund Committee Meeting: Monday, June 15, 2015, 5:00-7:00pm**
  The Committee meets for a final review and to make funding allocation recommendations.

- **Arts Council Board of Directors Meeting: Wednesday, June 24, 2015, 4:30-6:00pm**
  The Arts Council Board of Directors meets to review and approve the final allocation of the Art & Science Fund.

- **Notification of Awards: no later than Wednesday, July 1, 2015**
  Notification letters are **emailed** to all applicant organizations. Please note: **notification will be sent by electronic mail ONLY**. Notification of awards is dependent upon final allocation and approval of funding to the Art & Science Fund through the City of Flagstaff.

- **Signed Contracts due: Friday, August 14, 2015, by 5:00pm**
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- **Grantee Celebration – August 2015**
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Section VI - Review Criteria and Procedure

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The committee considers the following criteria when ranking applications:

- **Quality of Project / Scope of Work**
  The project exhibits quality in art, culture and/or science
  Project fits Art & Science Fund goals
  Scope of work is relevant to the larger industry of art, culture and/or science
  Project contributes to the quality of life in Flagstaff
  Project utilize qualified artists and/or experts with a proven track record of quality

- **Public Benefits / Community Outreach**
  Project provides direct public benefit to Flagstaff area residents and/or visitors
  Organization has an effective marketing and outreach approach
  Evidence of community involvement in planning for the project
  Project does not replicate services in the community

- **Administrative and Leadership Capacity**
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Flagstaff Arts Council
Art & Science Fund Committee
Policies and Procedures

Mission Statements

Flagstaff Arts Council

The mission of Flagstaff Arts Council is to enhance the spectrum and quality of cultural experiences available to residents of and visitors to our community.

Art & Science Fund Committee

The Mission of the Art & Science Fund Committee is to responsibly and effectively invest the City's resources to benefit residents and visitors through excellence in artistic, scientific, and cultural programming.

Introduction

This document outlines the policies and procedures of the Art & Science Fund Committee (Committee) administered by Flagstaff Arts Council (Council). Our purpose in developing these guidelines is to structure the Art and Science Fund's management to fully celebrate arts, sciences and culture in our community.

Contents

These policies and procedures include:

Art & Science Fund Goals	Page 2
Committee Values	Page 3
Roles and Responsibilities of the Council Board, Staff and Committee	Pages 4-5
Committee Policies	Page 6
Annual Calendar of Activities	Page 7

Art & Science Fund Goals

The goals of the Art & Science Fund are:

- To enhance the quality of life for Flagstaff residents and visitors through community-based artistic, scientific, and cultural activities.

- To provide financial support through the distribution of the City's funds to nonprofit organizations committed to providing high quality artistic, scientific, and cultural programming in Flagstaff.

- To assist organizations in developing excellence in nonprofit organizational management, and in the programming of arts, science and cultural activities.

- To stimulate public and private support for and a sense of community among nonprofit organizations dedicated to artistic, cultural, and scientific achievement in Flagstaff.

- To increase opportunities for community-based experiences in arts, cultural and science endeavors.

- To support the development of new and emerging nonprofit organizations dedicated to artistic, scientific, and cultural achievement.

Art & Science Fund Committee Values

The Council and Committee members adhere to the following values:

- Transparency – The granting process is open to examination by public and private partners and constituents. Meetings are open to the public.

- Fairness – The grant guidelines, standards and processes are applied with equality and neutrality towards each applicant every year.

- Clarity – The Council defines the grant guidelines, instructions and process explicitly.

- Excellence – The Council strives to follow the industry's best practices in the Fund's granting process.

- Accountability – The Council actively reports the management and financial records of the fund to the City and constituents.

Roles and Responsibilities

The Council's Board of Directors, the Committee, and staff have distinct roles and responsibilities in managing the Art & Science Fund. These are indicated below.

Council Board of Directors

The Board's responsibilities for the Fund are to:

- review and authorize the Fund's policies, procedures and guidelines;
- approve nominations for the A&S Fund Committee;
- review and authorize recommendations for A&S Fund grants annually;
- maintain oversight to ensure that the A&S Fund is managed according to policy; and
- provide oversight of the financial management of the A&S Fund.

Art & Science Fund Committee

The Art & Science Fund Committee (Committee) is composed of 7 to 10 members who are approved by the Council Board of Directors. Members may serve for a maximum of four consecutive one-year terms. Not more than three of these members shall be members of the Council Board of Directors. One member shall be the City of Flagstaff Art & Science Fund liaison, who is not subject to term limits. Remaining Committee members shall be community members-at-large. The Chairperson of the Committee must be a Council Board member, selected pursuant to the by-laws of the Council.

The committee members should represent Flagstaff's diverse arts, science and cultural interests and/or have other business, media, educational or other appropriate backgrounds; members may also represent the regional or statewide arts, science and cultural community.

The Committee's responsibilities are to:

- attend meetings as required for each fiscal grant period;
- attend an Art & Science Fund workshop;
- review and carefully evaluate all application materials;

- attend applicant presentations;
- attend the meeting to review and rank each application;
- recommend final funding allocations to the Council Board based on the full Committee's rankings of applications;
- attend grantee events when possible;
- participate in development of feedback for grant applicants; and,
- develop and review the Committee's policies, procedures and guidelines for the approval of the Council Board.

Chairperson of Art and Science Fund Committee

The additional duties of the Chairperson of the Art and Science Fund Committee are to:

- schedule and preside over all meetings of the Committee;
- report on the Committee's activities and recommendations to the Council Board;
- lead the recruitment process for new members of the Committee; and,
- participate in post-award meetings with applicants to review Committee feedback, if requested.

Flagstaff Arts Council Staff

The Council's Executive Director and staff manage the Art & Science Fund on a day-to-day basis. Their duties are to:

- serve as a point of contact for applicants;
- communicate feedback to A&S Fund applicants;
- review applications for completeness and pre-screen for eligibility per written guidelines;

- manage the day-to-day Fund activities under the Fund's guidelines and policies and under the guidance of the A&S Fund Committee and the Council Board of Directors;
- provide periodic reports to the Board of Directors on the status of Fund activities;
- distribute funds to grantees and maintain financial records of the Fund in accordance with generally accepted accounting standards;
- review and update guidelines and policies for Committee's review and approval;
- conduct all reporting and communication with the City of Flagstaff;
- publicize awards and recognize the roles of the Council and the City;
- publicize all key dates of the Fund's activities and process; and,
- encourage excellence and growth in the nonprofit arts, science and cultural community.

Art & Science Fund Committee Policies

1. Fairness Policy

In order to conduct a grant review process that provides an equal opportunity of success for applicants, the Council abides by a standard of fairness.

While understanding that the grant review process is, by definition, subjective, Council staff, Board and the Committee will give equal respect and consideration for grant awards to all applicants. No special consideration or status shall be granted to any applicant for any reason, during the review process or when considering eligibility. Further, success in previous years' grant applications through the Art & Science Fund does not ensure success or eligibility in future year grant application reviews - with exception to the allowance for Alternate Year Applications, in which an applicant's rating score may apply to one additional grant cycle.

It is the policy of the Council to award grants on the basis of merit and qualifications. Council staff, Board and Committee members do not discriminate against any applicant applying for grants through the Fund on the basis on race, color, religion, age, sexual orientation, national origin, gender or disability.

2. Standard of Conduct Policy

In order to respect the privacy of our applicants and provide a fair process for consideration of applications, the Council adheres to a code of conduct regarding confidentiality. Council representatives will not discuss applications or disclose applicant information outside of regular review proceedings with another party. Council Board, staff, and Committee agree that they will not discuss any application outside of the Art & Science Fund Committee proceedings. However, Council staff and the committee chair are authorized to communicate the Committee's feedback to applicants in a confidential manner.

3. Conflict of Interest Policy

All Council staff, Board members and Committee members will be asked to sign a conflict of interest statement once a year. As the statement indicates, staff or committee members with a Conflict of Interest in regards to any applicant within the Fund will be required to leave the meeting room during discussion of said applicant's grant.

4. Transparency Policy

The A&S Fund Committee achieves transparency in our relationships with the applicants and grantees by holding open meetings. Meetings where applications are evaluated and funding decisions are made will be open to the public. Reports are provided to the City of Flagstaff on the management and financial status of the Art & Science Fund each year.

Annual Calendar of Activities

Note: Dates are subject to change each year.

By January	Recruit new Committee members
January	Release and publicize guidelines and dates, new Committee members presented to Council Board for approval
February	Host workshops for potential applicants
Late March	Application deadline
Late March	Staff reviews applications for eligibility and for missing documentation
Early April	Staff copies materials for distribution to the Committee

April	Committee meeting for orientation, to receive application materials and to determine eligibility (open to the public)
April – May	Committee members review and evaluate the application packets (individually), and prepare preliminary rating
May or June	Applicant interviews with Committee (open to the public)
May or June	Committee ranking meeting – each application is discussed in a meeting. Each Committee member ranks each applicant on a final ranking form at the end of each discussion (open to the public)
May or June	Ranking scores are calculated by staff for later funding consideration
June	Committee meets to suggest fund allocation based upon ranking scores and formula (open to the public)
June Board meeting	Committee presents funding recommendations to Council Board for consideration (open to the public)
July	Committee meets to evaluate the funding process and celebrate the awards
July 1	Staff sends out award letters and grantee packets, offers application feedback to applicants and notifies the City about the awards
Mid July	Staff publicizes awards
July-August	Grantees submit final reports from previous fiscal year (if applicable), the signed contracts and proof of insurance
August	Council hosts a community celebration and distributes initial payments
Fall	Council submits a final report to the City
September	Committee and staff prepare for upcoming grant cycle
October - December	A&S Fund Committee and staff review policy/guidelines. They recommend changes to the Board of Directors for approval no later than December Board meeting.

FLAGSTAFF ARTS COUNCIL
CONFLICT OF INTEREST POLICY

From the Finance Policy, approved by the Arts Council Board of Directors:

1. Conflict of Interest Policy

Arts Council Board, staff and Committee members have a duty to place the interest of the organization foremost in any dealings with or on behalf of the organization. No representative of Arts Council shall use his or her position, or the knowledge gained therefrom, in such a manner that a conflict arises between the interest of the organization and his or her personal interest, financial or otherwise.

From Art & Science Fund Committee Policy, approved by the Arts Council Board of Directors:

3. Conflict of Interest Policy

All Arts Council staff, Board members and Committee members will be asked to sign a conflict of interest Statement once a year. As the statement indicates, staff or committee members with a Conflict of Interest in regards to any applicant within the Fund will be required to leave the meeting room during discussion of said applicant's grant.

Conflict of Interest Statement

Conflict of Interest. Definition: A conflict of interest means a conflict, or the appearance of a conflict, between the private interests and official responsibilities of an Arts Council employee, Committee member or Board member.

Arts Council employees, Committee members and Board members have a duty to place the interest of the organization and the Art & Science Fund grant program foremost in any consideration.

In the case of an actual or perceived conflict of interest, the employee/member must disclose this conflict on the reverse side of this page. When a conflict is declared, the employee/member will be required to vacate the proceedings of the Board, Committee or other meeting when the item in question is under discussion or the subject of a presentation.

ACCEPTANCE OF FLAGSTAFF ARTS COUNCIL CONFLICT OF INTEREST POLICY

As an employee/Board member/member of the Flagstaff Arts Council Art & Science Fund Committee, I hereby acknowledge that I have read and understand the Conflict of Interest policy from the Finance Policy, Art & Science Fund Policy and the Conflict of Interest Statement (reverse side), and that I accept its conditions as outlined. I understand it is my responsibility to update this information annually.

_____ _____

Signature Date

_____ _____

Printed Name

Identify below any material facts and personal interests that may conflict with the best interest of the Art & Science Fund and/or Arts Council. Please list any current, past, or planned personal, professional, business or other interests or associations that may be actually or perceived as in conflict with the best interest of the Art & Science Fund and Arts Council. If there are no conflicts, please write "none":

_____

_____

_____

_____

GRANT AGREEMENT

This Grant Agreement ("Agreement") is made this First day of July 2015 between Flagstaff Arts Council ("Council"), whose address is PO Box 296; Flagstaff, AZ 86002 and _____, a nonprofit organization, ("Grantee"), whose address is _____, Flagstaff, AZ 86001.

RECITALS

A. Flagstaff Arts Council, as a recipient of tax monies from the City of Flagstaff for the promotion of arts, sciences and cultural programs, desires to foster the following goals for the public benefit:

- To increase opportunities for all Flagstaff residents to experience the arts, sciences and cultural activities in a meaningful way;
- To assist Flagstaff arts, science and cultural organizations in their development;
- To stimulate public and private support for the arts, sciences and cultural endeavors in Flagstaff;
- To promote and preserve Flagstaff's uniquely diverse arts, scientific and cultural communities and organizations;
- To utilize and develop existing artistic, scientific and cultural expertise or talent in the community; and
- To increase opportunities for community based educational experiences in the arts, science and cultural endeavors.

B. In order to implement these goals, the Council issued Art & Science Fund Guidelines and Instructions, dated FY15-16, for arts, science and cultural projects.

C. The Grantee submitted an Application in response to the Guidelines, which was accepted by the Council.

D. The Grantee and Council desire to enter into this Agreement to formalize the terms and conditions of their responsibilities arising out of the Application and the Proposal.

NOW, THEREFORE, for and in consideration of the mutual covenants and obligations set forth in this Agreement, the Grantee and the Council agree as follows:

1. Term of Agreement.

   The initial Agreement period shall commence on the date set forth above and will terminate on June 30, 2016, unless terminated sooner by the Council or extended upon the mutual written consent of the Council and the Grantee. The Council reserves the rights to terminate the Agreement at any time for any reason, without penalty or recourse, upon no less than thirty (30) days written notice to the Grantee.

   Although the parties may extend this Agreement, as provided above, the Grantee shall have no right to or a preference for renewal of the Agreement.

2. Grantee's Services.

2.1. Scope and Conduct of Services. The Grantee shall perform the services described in Exhibit A, attached to and made a part of this Agreement. The Grantee shall perform the services as described in the proposal they submitted in response to the Art & Science Fund Guidelines and Instructions, dated FY15-16. The Grantee shall furnish and be responsible for qualified personnel, materials, equipment and other items necessary to perform its Services and to carry out the terms of this Agreement in a professional manner. **The Grantee shall provide the Council with a final activity report concerning the Grantee's performance of the Services by August 15, 2016, and a final financial report through the Arizona Cultural Data Project by March 31, 2017.** Failure to provide final activity reports by the due date will render Grantee ineligible to receive future funding support through the Council.

2.2. Independent Grantee Status. The parties agree that the Grantee provides specialized services and that the Grantee shall perform its Services under this Agreement as an independent Grantee and not as an employee, agent or representative of the Council. As an independent Grantee, the Grantee shall be responsible for all control, supervision, and the manner in which the Services are carried out, and the Grantee shall be solely liable for all labor and expenses in connection with its Services to be performed under this Agreement and for any and all damages which may result in connection with performance of those Services.

2.3. Compliance With Laws. The Grantee agrees to comply with all federal, state and municipal laws, ordinances, rules or regulations applicable to the Grantee's business and performance of the Services.

2.4. Indemnification. The Grantee agrees to fully indemnify, defend and hold the Council harmless from and against any and all claims, demands, suits, or judgments made by any person in connection with the Services to be provided under this Agreement.

2.5. Insurance. The Grantee agrees to obtain insurance coverage, at the Grantee's sole cost, with the City of Flagstaff and Flagstaff Arts Council each as separate certificate holders as set forth in Exhibit B and the General Conditions of the Application.

2.6. Recognition of Funding Entities. As a recipient of significant amounts of City of Flagstaff tax revenue, Grantee will develop marketing and advertising strategies that will provide appropriate recognition of the **City of Flagstaff and the Council**. Grantee will include the logos of the City of Flagstaff, Flagstaff Arts Council and Flag365 on its promotion publications (flyers, postcards, brochures, etc.) for all events held during the FY15-16; when there is insufficient space for logos, text will be utilized. Grantee agrees to execute strategies consistent with the instruction in Exhibit C. Further, Grantee agrees to assist in measures by the City of Flagstaff and the Council in building support for arts, cultural and sciences activities in a positive way, including through special initiatives like Flagstaff365.com.

3. The Council's Obligations and Rights.

3.1. Payments to Grantee. The Council will pay the Grantee a fee not to exceed the sum of $_____ for providing the Services proposed in the FY15-16 application. The Grantee is free to contract with other parties and is not required to render services exclusively to the Council. The Council will make payments to the Grantee in accordance with the payment schedule outlined in the Award Notice letter dated July 6, 2015.

3.2. The Grantee will refund to the Council any funds paid to the Grantee by the Council but unearned and which remain in the Grantee's possession at the end of the Agreement period or at the time of termination of this Agreement, within fifteen (15) days thereafter.

3.3. Approval and Inspection. Although the Grantee is responsible for all control and supervision of the Services performed under this Agreement, the Services provided must meet the approval of the Council and shall be subject to the right of the Council to conduct inspections, from time to time, to ensure satisfactory performance and completion. In addition, the Council shall have the right to audit all of the Grantee's records pertaining to the Services at reasonable times and from time to time. The Council may require that the Grantee pay for the full cost of an independent audit, if the Council deems an audit necessary to ensure compliance with this Agreement.

4. General Provisions.

4.1. Notices. All notices under this Agreement shall be in writing and shall be mailed or delivered to the parties at the addresses set forth above, or via electronic mail using the email addressed posted in the Grantee's application (for the Grantee) and using info@flagartscouncil.org (for the Council).

4.2. No Waivers. Waiver by either party of any performance by the other party shall not constitute a waiver of any subsequent requirement for performance.

4.3. No Third Party Beneficiaries. Notwithstanding any other language in this Agreement, the parties acknowledge and agree that the terms, provisions, and conditions of this Agreement are for the sole benefit of the Council and the Grantee and may be enforceable solely by the Council and the Grantee, respectively, and none of such terms, provisions, or conditions are for the benefit of or may be enforced by any third party.

4.4. Assignment. The Grantee shall not have the right to assign this Agreement without the prior written consent of the Council. Any assignment by the Grantee without the Council's prior written consent shall be void.

4.5. Attorney Fees. In the event that either party files an action at law or in equity in connection with any matter arising out of this Agreement, the prevailing party shall be entitled to its reasonable attorney fees and costs.

4.6. Governing Law. Any issues concerning the terms of this Agreement shall be construed in accordance with the laws of the State of Arizona. This Agreement is made in Coconino County, Arizona.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

Flagstaff Arts Council		**Grantee**
_____ **Signature**		_____ **Signature**
By: John Tannous, Executive Director		Printed Name:
Date:		Title:
		Date:

_____
Grantee initial

FLAGSTAFF ARTS COUNCIL

Art & Science Funding
July 1, 2015 – June 30, 2016
EXHIBIT A

Criteria and Procedures for SERVICE PROVIDER Grant Awards

1. The grantee must be an organization that is an Arizona nonprofit corporation, a foreign nonprofit corporation that has obtained a certificate of authority to conduct affairs in Arizona from the Arizona Corporation Commission, or a political subdivision of the State of Arizona. The grantee should provide a ruling from the United States Treasury Department that it is not a private foundation, that it is exempt from payment of income tax, and that gifts to it are deductible for income tax purposes.

2. The grantee must have clear purposes and functions that designate it as arts, cultural or science organization, which provides a public benefit to the community of Flagstaff. As an alternative to this, the Flagstaff Arts Council ("Council") may consider funding requests for arts, cultural or science events from nonprofit corporations that cannot be characterized as arts, cultural or science organizations.

3. The grantee must have a managing board which meets regularly and whose members serve without compensation. The board must be representative of the community that it serves.

4. The managing board must provide written assurance of compliance with federal, state and local laws and regulations.

5. The grantee must meet high standards of performance, have a valid financial need, and demonstrate ability to keep accurate standardized accounts of all receipts and expenditures and produce an annual audit. As an alternative to providing an audited financial statement, a grantee may produce an annual financial statement accompanied by a statement of the president or the person responsible for the corporation's accounting records stating that person's reasonable belief whether the statements were prepared on the basis of generally accepted accounting principles, and if not, describing the basis of preparation; and that the financial information provided on behalf of the organization is true and correct to the best of that person's knowledge.

6. Any grantee that employs staff must demonstrate that overhead expenses are held to a minimum and that the maximum possible use is made of volunteer personnel.

7. The grantee must agree to advertise, in its promotional materials for events and programs, the City of Flagstaff and the Council's roles in providing funding to the grantee.

8. Grantee may use Art & Science grant funds for expenditures related to service provision, but cannot use grant funds under this Agreement for capital expenses, debt service, fund-raising costs, or the building of reserves.

_____
Grantee initial

Art & Science Funding
July 1, 2015 – June 30, 2016
HIGHLIGHTS OF MINIMUM INSURANCE REQUIREMENTS
EXHIBIT B

The Grantee and its Sub-grantees, at their own expense, shall purchase and maintain the herein stipulated minimum insurance. It is recommended that you provide this document to your insurance agent.

TWO DOCUMENTS must be provided:

1. **One document listing Flagstaff Arts Council as additional insured**
2. **And a *separate* one listing City of Flagstaff as additional insured**

Coverage Afforded	Limits of Liability
Worker's Compensation & Employer's Liability *(As Required by State Law)*	Obligations imposed by Federal & State Statues $100,000 for each accident, $100,000 disease for each employee, & $500,000 disease policy limit
Commercial General Liability Insurance	$1,000,000 Each Occurrence $2,000,000 Products & Completed Operations Aggregate $2,000,000 General Aggregate
Commercial/Business Automobile Liability Insurance (including: all owned autos, hired autos, & non-owned autos)	$1,000,000 Each Occurrence – Bodily Injury and Property Damage, Combined Single Limit
Liquor Liability Insurance	$1,000,000 as needed if exposed

Special Conditions:

1. The Grantee's insurance shall be primary insurance as respects to **City of Flagstaff and Flagstaff Arts Council**, and any insurance or self-insurance maintained by the City of Flagstaff and Flagstaff Arts Council shall not contribute to it.
2. The insurance policies, except Worker's Compensation, required by this Contract, shall name the City of Flagstaff and Flagstaff Arts Council, its agents, representatives, officers, directors, officials and employees as additional insured.
3. If a policy does expire during the life of the Contract, a renewal certificate must be sent to Flagstaff Arts Council fifteen (15) days prior to the expiration date.
4. **Cancellation and Expiration Notice –** Insurance required herein shall not expire, be canceled, or materially changed without thirty (30) days written notice to Flagstaff Arts Council.
5. Acceptability of Insurers: Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the State of Arizona and with a "Best's rating of not less than A-: VII.

FLAGSTAFF ARTS COUNCIL RESERVES THE RIGHT TO CHANGE OR MODIFY LIMITS OF LIABILITY COVERAGE FOR CONTRACTS OF AN UNUSUAL SIZE OR RISK.

Please see examples Exhibit C & D

_____
Grantee initial

Exhibit C

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

PRODUCER

YOUR INSURANCE COMPANY INFO HERE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

	NAIC #
INSURER A:	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

INSURED

YOUR ORGANIZATION INFO HERE

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY				EACH OCCURRENCE	$ 1,000,000
		X COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	$ 100,000
		CLAIMS MADE X OCCUR				MED EXP (Any one person)	$ 5,000
						PERSONAL & ADV INJURY	$ 1,000,000
						GENERAL AGGREGATE	$ 2,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG	$ 2,000,000
		POLICY PRO-JECT LOC					
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	$
		ANY AUTO					
		ALL OWNED AUTOS				BODILY INJURY (Per person)	$
		SCHEDULED AUTOS					
		HIRED AUTOS				BODILY INJURY (Per accident)	$
		NON-OWNED AUTOS					
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	$
		ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	$
		OCCUR CLAIMS MADE				AGGREGATE	$
							$
		DEDUCTIBLE					$
		RETENTION $					$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS / OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	
						E.L. DISEASE - POLICY LIMIT	
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Proof of Insurance.

CERTIFICATE HOLDER

CITY OF FLAGSTAFF
211 W. ASPEN
FLAGSTAFF, AZ 86001

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

© ACORD CORPORATION 1988

EXHIBIT D

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

PRODUCER

YOUR INSURANCE COMPANY INFO HERE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

	NAIC #
INSURER A:	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

INSURED

YOUR ORGANIZATION INFO HERE

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY				EACH OCCURRENCE	$ 1,000,000
		X COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	$ 100,000
		CLAIMS MADE X OCCUR				MED EXP (Any one person)	$ 5,000
						PERSONAL & ADV INJURY	$ 1,000,000
						GENERAL AGGREGATE	$ 2,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG	$ 2,000,000
		POLICY PRO-JECT LOC					
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	$
		ANY AUTO					
		ALL OWNED AUTOS				BODILY INJURY (Per person)	$
		SCHEDULED AUTOS					
		HIRED AUTOS				BODILY INJURY (Per accident)	$
		NON-OWNED AUTOS					
						PROPERTY DAMAGE (Per accident)	$
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	$
		ANY AUTO				OTHER THAN AUTO ONLY: EA ACC	$
						AGG	$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE	$
		OCCUR CLAIMS MADE				AGGREGATE	$
							$
		DEDUCTIBLE					$
		RETENTION $					$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS / OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT	
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE	
						E.L. DISEASE - POLICY LIMIT	
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Proof of Insurance.

CERTIFICATE HOLDER

FLAGSTAFF ARTS COUNCIL
P.O. BOX 296
FLAGSTAFF, AZ 86002

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

© ACORD CORPORATION 1988

Art & Science Funding
July 1, 2015 – June 30, 2016
GRANT CREDIT AND PUBLICITY
EXHIBIT E

Credit Language - As a grantee, you are required to credit (with logos and credit lines) the City of Flagstaff BBB Revenues, Flagstaff Arts Council and Flag365(online only) in all printed materials and publicity, whether for a specific project or for your overall operation. You should also list the funders in the appropriate financial category in any printed or installed donor recognition lists. See the reverse side for approved language and instructions.

Logos - Please incorporate the logos of the City of Flagstaff BBB Revenues, Flagstaff Arts Council and Flag365(online only) in your publicity and informational materials. Including this information in as many places as possible helps our community understand the impact of the BBB Revenues and public funding of the arts, science and culture. Place the Flagstaff Arts Council and Flag 365 logo on your website, linking them to the corresponding pages. All of the funders' logos are available for download in a printable formats, in color and black/white, on Flagstaff Arts Council's website at http://flagartscouncil.org/the-arts-council/grants/resources-grant-recipients/. See the reverse side for additional information.

Where and How to Use Credit Language and Logos

1. **Promotional Materials:** Credit "City of Flagstaff BBB Revenues" and "Flagstaff Arts Council", and promote "Flag365" or use available logos in printed materials (including newsletters, press releases, announcements, catalogs, educational materials and invitations), films/video tapes, electronic transmissions (including your organization or event website), and announcements (such as radio or television announcements or pre-show announcements) regarding all activities under this Agreement.

2. **Promotional Appearances and Print Interviews:** On television and radio appearances by your representative(s), verbally acknowledge, at least once during a broadcast, the support your organization received from City of Flagstaff BBB Revenues and Flagstaff Arts Council toward your project or for your overall operations. Also, you should acknowledge the funders support in any newspaper, magazine or online interviews about your organization's program(s).

3. **Programs:** Credit "City of Flagstaff BBB Revenues", "Flagstaff Arts Council" and "Flag365" on the title page of printed programs in a type size no smaller than **7 point**. Also, list the funders in the donor category most appropriate to the level of financial support that your organization is receiving.

4. **Verbal Credit:** When written credit is not applicable - such as when there is not a printed program - give verbal credit prior to each performance for activity.

5. **Advertising:** Credit the funders in all project-related print advertising that is 10 column inches or larger. Billboard advertising should also include funder credit.

Above and Beyond

1. Write a letter-to-the editor about your funded programs thanking the funders and Flagstaff residents for supporting the BBB Revenues.

2. Invite funders, particularly city elected officials, to your programs and/or activities.

Please second page for more--

Art & Science Funding
July 1, 2015 – June 30, 2016
GRANT CREDIT AND PUBLICITY
EXHIBIT E Cont.

PLEASE READ CAREFULLY. NEW INSTRUCTIONS. Failure to follow these instructions can result in disqualification of your application in future grant years!

Logos MUST be used on the following for all grant-funded activities:

- Websites
  (linked to http://flagstaffaz.gov and http://flagartscouncil.org and http://flag365.com respectively)
- Promotion emails
  (linked to http://flagstaffaz.gov and http://flagartscouncil.org and http://flag365.com respectively)
- Posters and/or flyers
- Postcards and/or printed invitations
- Brochures and/or any other print publication for funded programs

When logos do not fit due to size constraints, please use text (this language should also be used for pre-show announcements, or on radio announcements, whenever possible):

"City of Flagstaff / BBB Revenues"
and "Flagstaff Arts Council"
or:
"Supported by BBB Revenues from the City of Flagstaff and Flagstaff Arts Council"
or:
"Funding provided by BBB Revenues from the City of Flagstaff and Flagstaff Arts Council"

Use of Logos and Credit Language
Logo examples are shown below. Color and black/white versions are available for download at: http://flagartscouncil.org/the-arts-council/grants/resources-grant-recipients/.
Use **ONLY** the approved logos on this website when crediting support from these grants. The BBB logo should not be smaller than .75" wide and the Flagstaff Arts Council logo should not be smaller than .75" wide for horizontal version and .75" tall for vertical version.

Ideal size:

1.5" width | 1.75" width | 1.5" width (website only)

Minimum size:

.75" width | .75" width | .75" Height | .75" width (website only)

_____
Grantee Initial

Art & Science Funding
July 1, 2015 – June 30, 2016
EXHIBIT F

CONSUMER AUTHORIZATION FOR DIRECT DEPOSIT VIA ACH
(ACH CREDITORS)

Direct Deposit via ACH is the deposit of funds to a consumer's account, for example, payroll, employee expense reimbursement, government benefits, tax and other refunds, annuities, and interest payments.

Organization Name: _____

I (we) authorize Flagstaff Arts Council, ("Company") to electronically credit my (our) account (and if necessary, electronically debit my (our) account to correct erroneous credits) as follows:

Select One:

__ Checking Account
__ Savings Account

at the depository financial institution named below, ("Depository"). I (we) agree the ACH transactions I (we) authorize, complies with all applicable laws.

Depository Name (Bank Name):

_____

Account Name:

_____

Routing Number: Account Number:

_____

Amount of credit(s) or method of determining the amount of credits(s): _____

Date(s) and/or frequency of credit(s): July 1st 2015 thru June 30th 2016

I (we) understand that this authorization will remain in full force and effect until I (we) notify Flagstaff Arts Council in writing that I (we) wish to revoke this authorization. I (we) understand that Flagstaff Arts Council requires at least 30 days prior notice in order to cancel this authorization.

Name: _____ Date: _____

Signature: _____ Title: _____

Name: _____ Date: _____

Signature: _____ Title: _____

FLAGSTAFF ARTS COUNCIL

ANNUAL REPORT

January 2016

BBB REVENUES CITY of FLAGSTAFF

City of Flagstaff – Arts & Sciences

- Voter approved BBB tax revenues
- Contract with Flagstaff Arts Council
  - Expertise, connections, industry standards
  - Adds value – programs, promotion, leadership
  - Saves taxpayer money
  - Efficient, strategic, transparent
  - Leverage City funds to strengthen the sector
  - Significant return on investment

Arts Council/City Contract

#1: Serve as the coordinating agency for arts, science and cultural endeavors in Flagstaff, including long-range planning, leadership, and promotional activities

- Planning
- Expertise
- Partnerships
- Support
- Promotion

Arts Council/City Contract

#2: Expand the role of arts, culture, and sciences within Flagstaff as a center of arts, culture, and sciences in Northern Arizona.

Arts Council/City Contract

#3: Increase the participation opportunities for residents and stimulate public and private support for arts, culture and science.

Art & Science Fund Grants

#4: Make grants of City Bed, Board and Beverage (BBB) Tax revenues to local source providers.

BBB REVENUES
CITY of FLAGSTAFF

Flagstaff365.com

- Comprehensive Online Calendar of Events for Flagstaff
  - Arts, Culture, Science, Sports, Nightlife
  - Serves Residents, Visitors, Organizations
  - Added Community section in 2015

The ArtBox Institute

- Provides Business Training for Artists
- Second Class Graduated in May 2015
- Third Session Begins January 16, 2016

First Friday ArtWalk

"In my opinion, the Arts Council's management and promotion of First Friday ArtWalk has done more for tourism, Downtown, and visitor experience than any other single thing."

- John Vanlandingham, owner, Old Town Shops

ArtWalk – Interactive Online Map

Interactive ArtWalk Map

Please note: this map is in BETA testing mode. Provide Feedback.

COCONINO Center FOR THE arts

- Major Exhibitions
  - *Fires of Change*
  - *Sei Saito: Journey*
  - *STEM City Arts*
- Concerts
  - Portland Cello Project
  - Tow'rs
  - HoneyHoney

Viola Awards

Celebrating excellence in the arts and sciences

8th Annual Viola Awards:

Saturday, March 5, 2016

Increase Opportunities

- Coconino Center for the Arts
  - Youth Access to the Arts
  - Providing a Venue for the Community
- Viola Awards
- Summer Nights on the Square

Youth Access to the Arts

- FunTown Circus Camp
- Youth Art Exhibition
- Youth Art Performances & Celebration
- Spring Break Workshops

March is National Youth Art Month

Art & Science Fund Grants

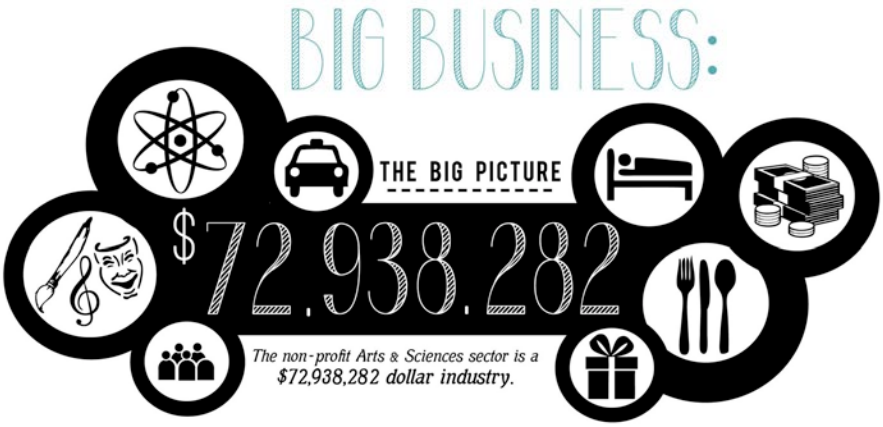
The 2015-16 Art & Science Fund

- Online Application Process
- Reviewed by volunteer citizen panel

- 35 Grant Applications
- $471,572 in Requested Funding
- 33 Funded Agencies / Projects
- $300,000 in Funded Grants

BBB REVENUES CITY of FLAGSTAFF

Return on Investment

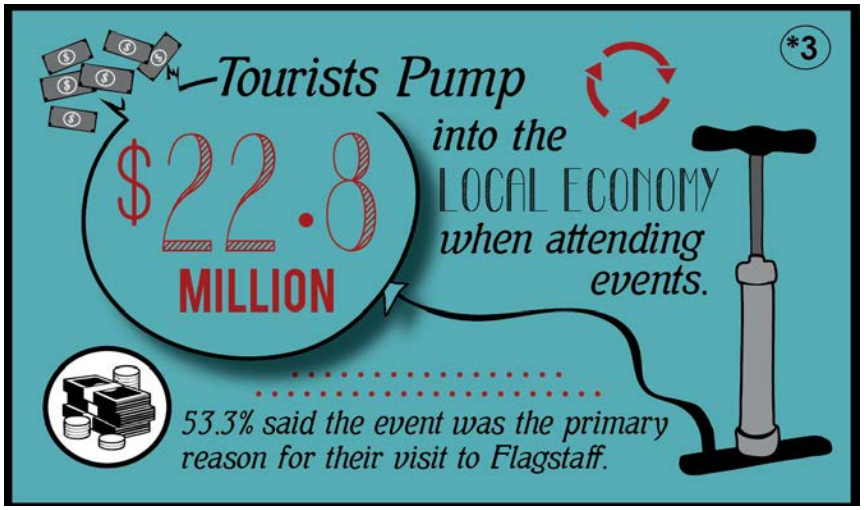


Combined annual spending of organizations and audiences.

ROI: Local Tax Revenues

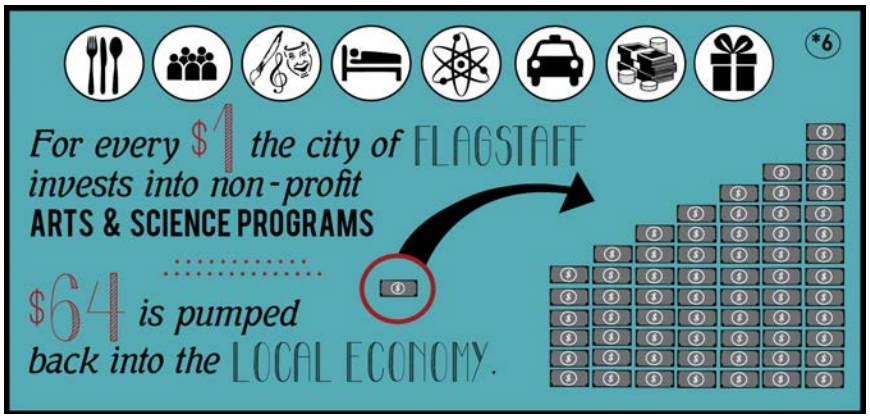
$3.8 million in city/county tax revenue.
$3.8 million in state tax revenue.

ROI: Tourism Revenue



Based on 1,332 valid and usable audience-intercept surveys taken in 2011.

Return on Investment



Based on average annual investment by the City of Flagstaff into non-profit arts and science organizations, and out-of-town audience expenditures.

Coming in 2016

- Arts & Economic Prosperity 5
  - Economic Impact of Non-Profit Arts & Sciences
  - Audience Intercept Surveys in 2016
  - Organization Financial Surveys 2015-16
  - Report will be Published in Summer 2017
- The Road Ahead
  - Partnership with Hozhoni Foundation
  - Traveling exhibition of artwork by developmentally disabled adult artists
  - Fall 2016

Thank You!

The City of Flagstaff and its voters deserve recognition for the valuable investment in the arts and sciences.

For More Information

FlagArtsCouncil.org

Flagstaff365.com

Memorandum

8.

CITY OF FLAGSTAFF

To:	The Honorable Mayor and Council
From:	Nicole Woodman, Sustainability Manager/Interim Public Works Section Dir.
Date:	12/30/2015
Meeting Date:	01/12/2016

TITLE:

Sustainability Commission and Plastic Bag Focus Group's Recommendations Concerning Plastic Bags. ***(At the request of the City Council, the Sustainability Commission and Interim City Manager's Plastic Bag Focus Group will provide an overview of recommendations for plastic bag management in Flagstaff as presented to City Council in 2015.)***

DESIRED OUTCOME:

Informational update.

EXECUTIVE SUMMARY:

In March 2013, the Sustainability Commission voted to make a recommendation to City Council to ban plastic bags (5-2 vote) based on litter challenges in the community. The Commission's intent was to protect, conserve and enhance Flagstaff's natural beauty and reduce costly negative impacts of plastic bags. In March 2014, the Interim City Manager's Plastic Bag Focus Group was established and in the same month developed a goal to reduce use of point of sale plastic bags and enhance civic pride. The group believes that all solutions to the problem should address: litter, behavior, cost associated with clean-up of plastic bags at the Material Recovery Facility and Cinderlake Landfill, and reducing the community's environmental/ecological footprint. These recommendations were presented at the January 13, 2015 and September 8, 2015 City Council meetings.

As highlighted at the September 8, 2015 City Council meeting the State of Arizona Legislature passed Senate Bill 1241, which prohibits cities, towns and counties from charging a fee or banning the use of "auxiliary containers" such as plastic bags. The City is currently spending $0.25 per household on all recycling outreach. With high contamination rates and low resident and business participation in recycling, funding needs to be increased for outreach. The City pays Norton Environmental on average $225k for not meeting put or pay requirements. Increasing outreach will help lessen this pay out. An increase to $1.00 per resident was recommended to City Council by the Plastic Bag Focus Group. Staff is proposing a $68,500 increase in the FY17 budget process.

INFORMATION:

COUNCIL GOALS:
Goal #7: Implementation of the Regional Plan.

REGIONAL PLAN:
E&C.6. Protect, restore and improve ecosystem health and maintain native plant and animal community diversity across all land ownerships in the Flagstaff region. E&C.10. Protect indigenous wildlife populations, localized and larger scale wildlife habitats, ecosystem processes, and wildlife movement

areas throughout the planning area.

WR.5. Manage watersheds and strormwater to address flooding concerns, water quality, environmental protections, and rainwater harvesting.

Attachments: Plastic Bag Management

Managing Plastic Bags in Flagstaff

JANUARY 12, 2016

Background

April 2007: Initial dialogue began on managing plastic bags in Flagstaff.

May 2012: City Council requests official recommendation from the Sustainability Commission on how to address plastic bags in Flagstaff.

Fiscal Year 14: Cinder Lake Landfill spends roughly $114,000 to address plastic bags. Material Recovery Facility (MRF) lost roughly $62,400 due to plastic bags in processing equipment.

March 2014: Sustainability Commission approves draft ordinance banning plastic bags (5-2 vote) as official recommendation to City Council.

January 2015: Interim City Manager develops Plastic Bag Focus Group to submit additional recommendations to City Council.

Sustainability Commission

2008: Sustainability Commission and Sustainability Program conduct informal plastic bag survey:

- 86% of 2,000+ respondents agreed that plastic bags were the main component of litter in Flagstaff.

2008: Sustainability Commission and Sustainability Program partner with the Arizona Food and Marketing Association to bring Bag Central Station, a voluntary plastic bag recycling program to Flagstaff:

- 9 participating grocery stores in Flagstaff
- Inconsistent participation
- Limited data from stores and AFMA
- No reported impact at landfill or MRF

Sustainability Commission's Recommendation for a Plastic Bag Ban

Sustainability Commission voted 5-2 in favor of a plastic bag ban at all retail establishments in Flagstaff to address litter.

The intent was to protect, conserve and enhance Flagstaff's natural beauty and reduce costly negative impacts of plastic bags.

- Difficult to manage.
- Have negative implications on aesthetics, solid waste and stormwater.
- Contribute to unsightly litter on streets, sidewalks and waterways.
- Very few are effectively reused, recycled or properly disposed of.

Educational emphasis would have focused on the idea that plastic bags add to litter and make our community unattractive.

Plastic Bag Focus Group

Suggested using a phased approach over the next 3 to 5 years, the goal was to:

- Reduce use of point of sale plastic bags
- Enhance civic pride by doing so

The group believes that solutions to the problem should address:

- Litter
- Behavior
- Cost associated with: Clean-up, MRF/landfill issues and alternatives to current system
- Environmental/ecological footprint: Wildlife, watershed and minimal impact

Plastic Bags Focus Group

Phase 1

Draft and pass ordinance to reduce point of sale plastic bags. Ordinance will define clear phases, each one triggered by results of the previous phase. All phases will be completed in no more than 5 years. Ordinance will include education program, recycling program and fee or ban, if necessary, to achieve reduction in of point of sale plastic bags;

- Develop metrics of success;
- Develop statement to the community;
- Develop education program for businesses and community;
- Conduct audit/disclosure of bags at retail establishments.

Plastic Bags Focus Group

Phase 2

Ordinance implementation begins including;

Recycling program implemented

Education Program Implemented (Education program will be implemented fully and continuously through private/public partnerships.)

Consistent recycling program at retail organizations

- Conduct evaluation to measure success including business survey;
- Results of evaluation trigger automatic implementation of a fee or a ban.

Plastic Bags Focus Group

Phase 3

Evaluate results of Phase 2. Fee or ban is automatically triggered if goals are not achieved (most members agreed on an automatic trigger as an element of the ordinance. An example of a trigger could be a 75% participation rate among all retailers in a verified recycling program one year after the ordinance goes into effect. If this is not achieved then move to Phase 4).

Phase 4

Fee or ban automatically triggered if goals are not achieved.

Plastic Bags Focus Group

Additional consideration

Some members of the group advocate for an increase to the recycling education budget, from $0.25 per resident to $1.00 in the next budget cycle (fiscal year 17). Currently the Sustainability Program has $12,370 (15% of its operating budget) allocated to recycling education.

Questions?

Confused about recycling in Flagstaff?

Learn what goes where, download your collection schedule, receive holiday schedule notifications, and find out about special recycling events.

Check out our new website and app at www.flagstaff.az.gov/recycle.

be resourceful

Flagstaff Sustainability Program

Memorandum

9.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council

From: Sara Dechter, AICP, Comprehensive Planning Manager

Date: 12/29/2015

Meeting Date: 01/12/2016

TITLE:

Briefing on the Launch of the Flagstaff Community Forum, Online Civic Engagement Platform.

DESIRED OUTCOME:

Inform Council about the outreach efforts and performance of the Flagstaff Community Forum and answer questions.

EXECUTIVE SUMMARY:

The Flagstaff Community Forum, an online civic engagement platform hosted by Peak Democracy, Inc. was launched in December 2015. Staff will provide a presentation on the administration, features and uses for the new platform.

INFORMATION:

COUNCIL GOALS:

8) Improve effectiveness of notification, communication, and engagement with residents, neighborhoods and businesses and about City services, programs, policies, projects and developments

Introduction

The Flagstaff Community Forum, an online civic engagement platform hosted by Peak Democracy, Inc. was launched in December 2015. The Forum will enhance public participation opportunities in the City by providing a centralized place for citizens to engage about City policy and project discussions without having to attend a formal public meeting. The topics are generated by City staff, commissions, and Council for the purpose of public participation in government decision-making.

Currently, the City of Flagstaff has multiple contracts for website development and applications on a project-by project basis. Mind-Mixer was used for the Flagstaff Regional Plan and Survey Monkey is used by multiple departments as two examples. In addition, there are 39 social media accounts, which also solicit feedback and comments on City programs. Each project and social media account has to work to build a base for the project or program, resulting in duplicated outreach efforts. The Flagstaff Community Forum offers an opportunity for department staffs to build on each other's outreach efforts because a visitor only has to register and subscribe once, instead of liking 3 social media pages and having multiple accounts in order to provide comments and input on City governance.

Support from Peak Democracy

As part of the subscription to the platform the City also receives extensive technical support from Peak Democracy. Peak Democracy does all of the website management, except for the creation of the initial portal, which means the Communications and IT departments are not taking on more work as part of maintaining and operating the platform. Peak Democracy will provide webinar trainings for staff using the website and monthly updates on new platform features and tips for engaging the public. Peak Democracy

will also help new users post topics with one-on-one support. For instance, a city staff member who is not a trained topic administrator can send a request to Peak Democracy, through Public Affairs or Comprehensive Planning, and Peak Democracy staff will create the topic for them, without significantly impacting staff time. This feature of the contract adds capacity to our ability to conduct timely outreach efforts.

Management by City Staff
Communications, Comprehensive Planning and the Legal staff all have site administration access to the platform. This team will be working to solicit new topics, review controversial issues, and help staff who haven't used the platform create new content. The team will also be responsible for reviewing comments that do not meet the participation guidelines for being posted on the forum. The team will also coordinate a training for City staff in February or March and provide support for new topic administrators.

Forum topics
The Peak Democracy platform offers 11 topic types and this list will grow over time. (See attachment for samples of what each type looks like.) Whenever Flagstaff or another city on the platform requests a new type or feature be created Peak Democracy can add it to the list available to all its clients. Flagstaff staff can also use a knowledge database to see if any other City in the US or Canada has created a similar topic on the platform. Form there we can borrow or customize the topic for Flagstaff's needs. The 11 topic types available currently on the Peak Democracy Platform are:

- Formal feedback – Collects comments from participants without inviting them to support other participant's comments.
- Feedback with support– collect comments from participants allowing them to support other participant's comments.
- Idea – Invite citizens to post one or more ideas. Citizens can be given the option to place their ideas on a map and/or comment on ideas (similar to Mind-Mixer or my Sidewalk).
- Poll – collect responses to a quick poll along with optional comments.
- Budget- Invite citizens to allocate dollars or percentage points among goals that you specify.
- Priority list –Invite citizens to prioritize a list of items by dragging the items up and down the list.
- Area Plan – Invite citizens to drop place type markers on an area plan map to indicate the kind of land use they want to see.
- Survey – Collect survey responses.
- Blog topic – Traditional blog format in which posts articles, and citizens can be invites to comment on those articles.
- Annotation topic – Invite citizens to annotate a document or photo that staff has created (such as proposed code updates).
- Photo topic – Invite citizens to post a photo.

All topics also allow for videos, interactive maps and other multimedia materials to be included in the introductions to the topic, which can enhance the users understanding of the topic and improve accuracy of responses. There is also a public kiosk mode that allows staff to administer surveys and participation exercises at events and public meetings. When in public kiosk mode, individuals can submit their comments and decide at a later time whether or not they want to register for the site by providing their name and address.

Participation and Satisfaction
In the first month, City staff have posted 2 topics: a survey for the Blueprint 2040: Regional Transportation Plan update and a priority list for input on future specific plans. These two topics have brought over 250 visitors to the site. The Blueprint 2040 survey has almost 200 responses, about half those respondents have chosen to register and post their topic on forum.

Satisfaction with the site is currently at 88% (61 satisfaction survey respondents). Nationally, Peak Democracy averages a 91% satisfaction rate. Of the 8 participants who were dissatisfied, 6 submitted a reason why. Four people were concerned about the privacy and security of registering, one was dissatisfied with the question in the survey not giving enough flexibility and one stated they did not have

enough experience with the site to be satisfied. Staff has also received a few off-forum questions related to security and concerns that the topics posted are too narrowly focused. Of those satisfied with the website ease of use, new opportunity for giving input, and compatibility with current technology (smart phones and tablets) were the top reasons given for satisfaction.

Participation Guidelines

The Forum is a place for the discussion of proposed City projects and upcoming policy topics related to local government in the City and its partner agencies. To ensure that all voices are heard and that forum participants are able to speak freely about the posted topics, participants who register to use the forum must agree to not post disruptive statements. When users register they must agree to the participation guidelines which describe disruptive statements and the process for resolving them. These guidelines have be customized by the City and reviewed by legal staff.

Budget Implications

The subscription to Peak Democracy's platform from October 2015 to October 2016 was paid for by carry over money from the Regional Plan update. This will allow City staff 1 year to test the efficiency of the product and its usefulness. Currently, three departments and two partner agencies are set up to use the platform. Future funding for the subscription will be submitted as a recurring cost in the FY17 budget request for Public Affairs. The cost is between $8,000-$9,000 depending on the number of years the City is willing to commit to the platform.

Attachments: Topic Type Samples

Topic Type Examples

- Survey
- Annotation topic
- Ideation
- Formal feedback
- Feedback with support
- Budget
- Area Plan
- Photo topic
- Poll
- Blog topic
- Priority list

PEAK DEMOCRACY

Survey - our most flexible topic type

Introduction | Feedback | Your Response | Outcome

Textbox: What do you think about the budget that was recently proposed?

Textarea: Would you like to add more feedback?

Multiple choice (only one answer): Choose one of these options:

- Option A
- Option B
- Option C
- Other

Enter other text here

Characters left: 255

Multiple choice (multiple answers): Choose your favorite two (2) options

- Option 1
- Option 2
- Option 3

Survey, continued

Multiple choice (multiple answers): Choose your favorite two (2) options

- [ ] Option 1
- [ ] Option 2
- [ ] Option 3
- [ ] Option 4
- [ ] Other

Enter other text here

Characters left: 255

Choose at most 2 options

Numeric: How many years have you lived in Anytown?

Select, select size = 1: Which is your favorite?

Choose at most 1 option

Select, select size = 3: What state were you born in?

Arkansas
California
Nebraska

Check out our guidelines for civility

Next >

Survey, continued

Message: Display some contextual information here, and maybe an image or links.

Priority List (new design): Reorder the budget priorities below, based on your preferences.

Item	Up	Down	Remove
Sample Item 3	^	v	x
Sample Item 4	^	v	x

Pick your next priority, if you have one.

Sample Item 5

Spend more on parks and recreation

Spend more on public safety

Matrix of choices: Tell us how much you agree or disagree with the following questions.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
I always bike to work.	☐	☐	☐	☐	☐
I prefer driving to biking or public transit.	☐	☐	☐	☐	☐
I wish there were more parking downtown.	☐	☐	☐	☐	☐

Dots: Which features are you most interested in for the new community center? Allocate your 15 dots however you like between these features.

Survey, continued

I always bike to work.	☐	☐	☐	☐	☐
I prefer driving to biking or public transit.	☐	☐	☐	☐	☐
I wish there were more parking downtown.	☐	☐	☐	☐	☐

Dots: Which features are you most interested in for the new community center? Allocate your 15 dots however you like between these features.

8 + - Computer lab

3 + - Media/Video lab

1 + - Board games

1 + - Basketball courts

2 + - Other

Enter other text here

Characters left: 255

Check out our guidelines for civility

< Back Next >

Page 2 of 2

PEAK DEMOCRACY

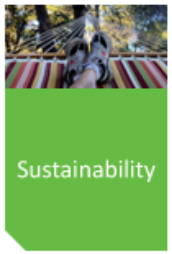
Annotation Documents / Images

Share your ideas!

Quick Version | Extended Version

3 **How to annotate this document** Click on a section to read ideas written by others and/or write your own. Try it right now - click on this section to see how it works.

19



What new policies and programs would you add to the Transportation Element to incorporate the concept of sustainability?

Share your ideas on sustainability.

15

How do you consider the question of regional opportunities and solutions be part of an updated Transportation Element? Would you consider regional cooperation important?

Share your ideas on public transit.

23

Do you find that traffic calming is an effective way to slow traffic in your neighborhood?

Share your ideas on traffic calming and neighborhood impacts.

PEAK DEMOCRACY

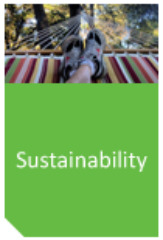
Annotation Documents / Images, continued

Share your ideas!

Quick Version | Extended Version

3 **How to annotate this document** Click on a section to read ideas written by others and/or write your own. Try it right now - click on this section to see how it works.

19



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Share your ideas on sus

15

How do you cons
updated Transpo

Share your ideas on pub

23

Do you find that

Share your ideas on traf

annotation_sustainability_quick: 19 Ideas, 1 Comment

What new policies and programs would you add to the Transportation Element to incorporate the concept of sustainability?

Catherine Martineau in College Terrace
October 20, 2015, 8:49 AM

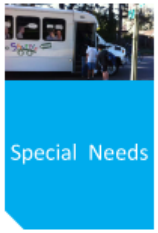
As an overarching principle, make large shade trees a priority in the design or redesign of streets, not an afterthc them a priority ensures that they will deliver on the promise of all their transportation-related benefits, as well as sustainability and public health benefits.

Transportation benefits include:
Enhancing walkability and encouraging residents to use alternate modes of transportation such as walking or bike
Calming traffic and re-routing traffic away from neighborhood streets
Combatting the urban heat island effect
Prolonging road surface useful life and lowering maintenance costs

Sustainability and public health benefits include:
Energy savings and GHG reduction

Annotation Documents / Images, continued

18



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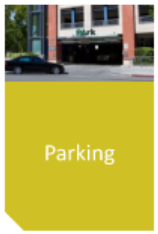
make to ensure t

Share your ideas on mol

15



What are your th
California Avenue

Share your ideas on par

© Copyright 2015 Peak Democracy, Inc. | Privacy | Terms of Service | Download A

Select Language

providing quality soil.

0 comments

Add comment

Theresa Chen in Old Palo Alto
October 19, 2015, 10:29 AM

Connect the city shutter system with the VTA bus system on schedule and stops. Publicize the changes. The will en more bus riding even for short distance errands.

0 comments

Add comment

Name not shown in Green Acres
October 15, 2015, 5:55 PM

We need better transporation connections so that people will use mass transit more. It's difficult for residents in So Alto to access the routes they need. Not everyone is capable of biking or walking several blocks to their destination

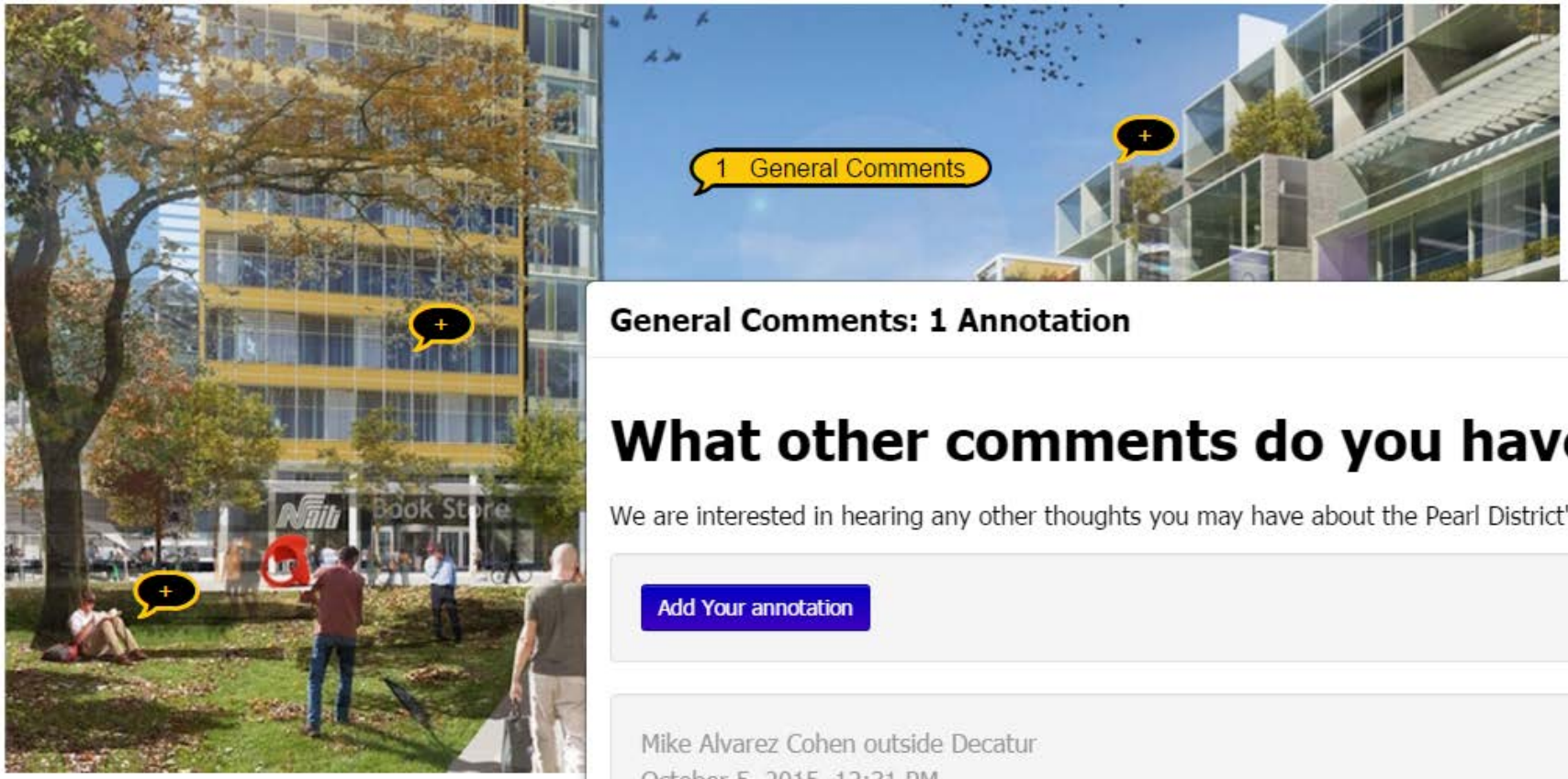
0 comments

Add comment

Annotation Documents / Images, continued

PEAK DEMOCRACY

Annotation Documents / Images, continued



General Comments: 1 Annotation

What other comments do you have?

We are interested in hearing any other thoughts you may have about the Pearl District's urban design

Add Your annotation

Mike Alvarez Cohen outside Decatur
October 5, 2015, 12:31 PM

Ideation topic

Your first idea on 'Cozy Point Open Space Master Plan'

Limit: 4 ideas per author

* Title

Characters left: 72

Description

Check out our guidelines for civility

Is your idea about a place or places?

Yes No

Place your idea on the map and/or describe its location(s) below

Location(s)

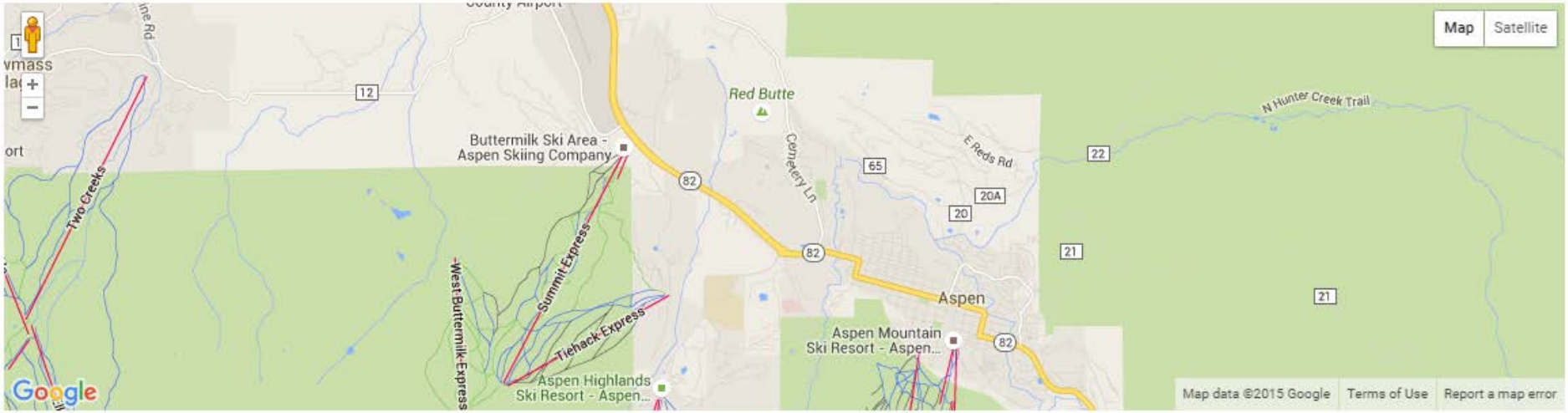
Map - click the map to add a location marker. Click the map again to relocate the marker.

PEAK DEMOCRACY

Ideation topic, continued

Location(s)

Map - click the map to add a location marker. Click the map again to relocate the marker.



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PEAK DEMOCRACY

Ideation topic, continued

24 Ideas On Forum

Idea Browser

- Give children exposure to a farmyard experience
- Creation of a Farm Park
- Expand the agricultural programming

Give children exposure to a farmyard experience

Name not shown outside Aspen
October 19, 2015, 1:20 PM

Youth empowerment programs, such as the Earth Keepers camp that Aspen TREE currently operates, is a valuable asset to our community because it teaches the next generation about
where their food comes from.

Location(s): Cozy Point Open Space

0 comments

Add comment

Formal Feedback

The Salt Lake City Council wants your suggestions for how to balance off-leash dogs with other park and trail uses

Introduction | Feedback | Your Statement | Outcome

* Statement

Check out our guidelines for civility

- Embed a photo or video

- Upload files

Fields marked with * are required

Feedback with Support

Name not shown in District 5

September 29, 2015, 12:23 PM

I strongly oppose any legislation that allows new or more digital or non-digital billboards in our community.

1 Supporter | Support this statement

4 Connected Statements

Admin Message

Name not shown in District 2

September 22, 2015, 8:27 AM

I reside in South Reno and commute to USA Parkway 5 days a week to my job at a manufacturing plant. This plant has been in service since 2008 and chances are everyone here uses our product.

My daily drive used to take 30 minutes each way. These days I have to allow a minimum of an hour each way and sometimes more. Part of the problem is all the road construction. The South East connector is not complete, South McCarran has been torn up for months, and then there is the road work on 580. Timing of all of this road work must have been the work of an EVIL GENUIS, who wanted to make sure people did not want to leave home participate in functions in downtown Reno like Artown or Hot August Nights this summer or even come to the County Commission meeting tonight.

These days I take 580 to 80 to USA Parkway. Are you aware of the immense amount of traffic headed out east between 5:00 and 6:00 AM? It is heavy traffic which has been increasing exponentially after the beginning of ... read more

Support this statement

Budget

Political Bank Account for Salinas

Total Allocated - *Click results below to edit* $0

EFFECTIVE MOBILITY and EXCELLENT INFRASTRUCTURE $0

SAFE, LIVABLE COMMUNITY $0

- Protects the community, enforces the law, prevents crime, promptly responds to calls for service and is well-prepared for all emergency situations.

$

- Fosters a feeling of personal safety and security through a visible, responsive public safety presence and by proactively focusing on prevention, intervention and safety education.

$

- Ensures a safe transportation network that is well-maintained, accessible, enhances traffic flow and offers safe mobility to motorists, pedestrians and cyclists.

$

- Builds and informed, involved, engaged and respectful community that helps provide for the welfare of others, instills a sense of community pride and ensures the community feels

Budget, continued

Click to see how I would allocate $500

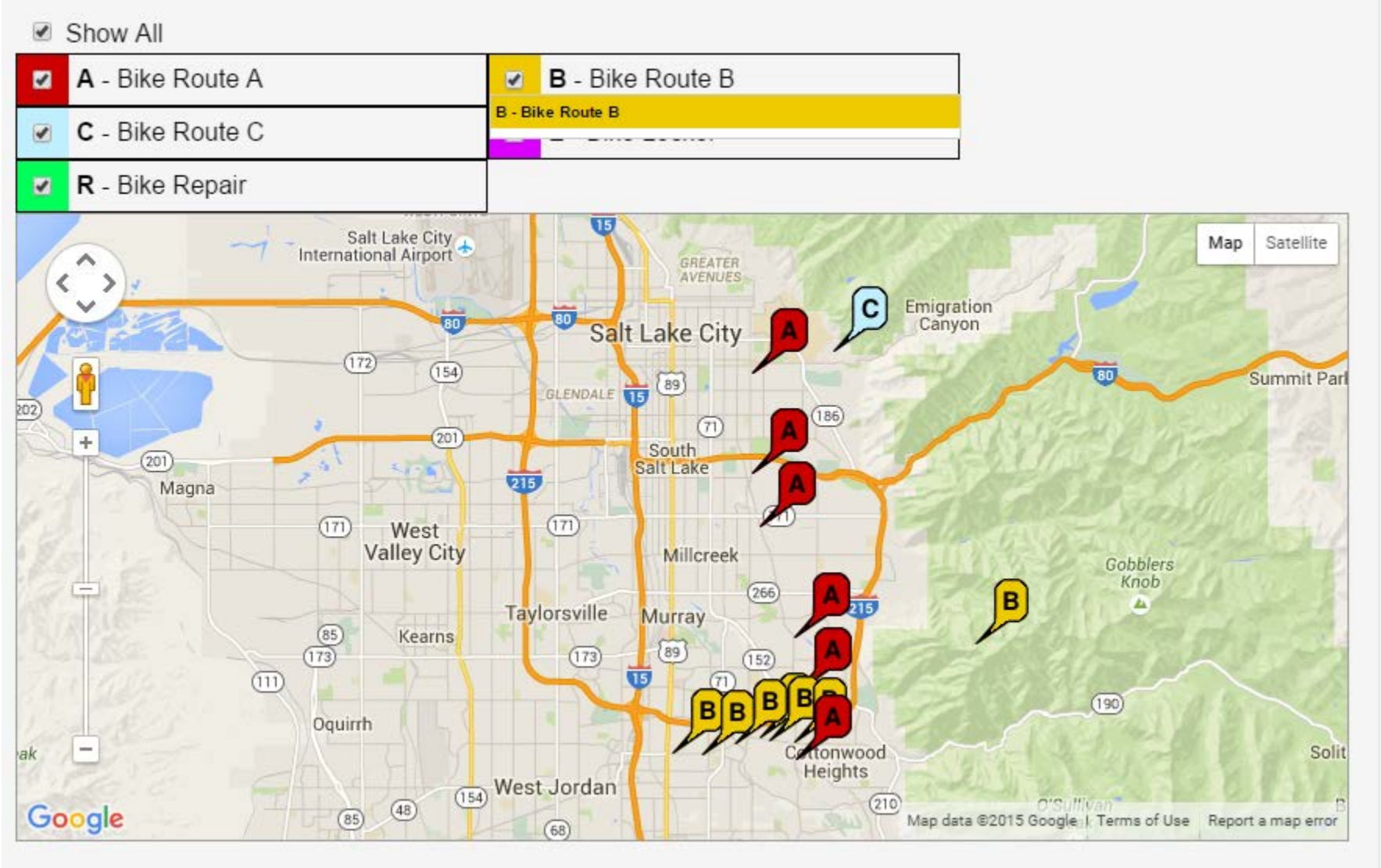
EFFECTIVE MOBILITY and EXCELLENT INFRASTRUCTURE $200

- Provides and promotes convenient access to diverse mobility options, supporting a safe, accessible public transit network, as well as ample options for bicyclists and pedestrians. $100
- Ensures access to clean water, clean air, and timely, accurate information through the design, development and long-term investment in wastewater, stormwater and information technology infrastructure. $100
- Collaboratively invests in building and improving a well-designed, well-maintained system of safe, reliable road and street infrastructure (including roads, traffic signals, sidewalks, bridges and street lighting).
- Encourages community beautification with properly maintained and visually appealing parks, green spaces and public spaces.
- Plans for responsible, sustainable growth, ensuring that the City's long-term infrastructure needs are met, and that a variety of diverse employment opportunities are available.

SAFE, LIVABLE COMMUNITY $100

541/statements RANT, SUSTAINABLE and GREEN COMMUNITY $100

Area Plan



PEAK DEMOCRACY

Photo topic

4 Photos On Forum

View of town from Pikes Peak! ... *read more »*

Whitman College Clock Tower: Photo by Chris Picard ... *read more »*

3 Likes

Poll

How can the City of Alpharetta better communicate with you?

Introduction | Listeners | Feedback | Your Position | Outcome

Introduction

The City of Alpharetta is constantly seeking better and more efficient means of providing information to and more importantly receiving information from our citizens. The recent introduction of tools such as "Open City Hall" and "SeeClickFix" are intended to encourage two-way communication between citizens & government and improve transparency.

Feedback

22 positions

Your Position

- ○ Electronic Newsletters
- ○ Printed Newsletters
- ○ Social Media (Twitter, Facebook, etc.)
- ○ Online Surveys
- ○ Online Video
- ○ Other

Post

Blog

SLCgreen
Sustainable City Dashboard

Join the conversation!

How can we improve energy efficiency and use of renewables in SLC?

Overview | Posts | Subscribe

← Previous Next →

Energy

Kate Lohnes said about 2 years ago:

Through the Sustainable City Dashboard project, Salt Lake City is sharing our plan to enhance the future of our community. We invite you to join the conversation by sharing your ideas, comments and criticisms with us. What is your vision for the future of Salt Lake City?

9 comments

John Hewes about 2 years ago

Perhaps it is time to ban plastic grocery bags in the city? How can we encourage the use of reusable grocery bags? I admit I haven't been very good about using them lately.

Priority List

61

What is the next specific plan that the City of Flagstaff should work on?

Introduction | Feedback | Your Priority List | Outcome

Priority List

Pick your top priority.

- West Route 66 Plan Update
- Milton Road Corridor Plan
- Southside Neighborhood Plan Update
- McMillan Mesa Plan for City-owned property
- High Occupancy Housing Plan

Statement

Check out our guidelines for civility

- Embed a photo or video

- Upload files

Fields marked with * are required

PEAK DEMOCRACY