

Action

Tuesday, January 10, 2023

Bellevue Arts Commission

1E-109 or Zoom Meeting

City of Bellevue, WA

Grant Guidelines

At today's meeting, staff will present guidelines for a one-time granting opportunity in 2023.

Motion: A motion to recommend approving the guidelines as presented.

Bylaw support: This item is presented to the Commission today in line with the roles and responsibilities outlined in Bellevue City Code 3.56.070.

3.56.070. J. Recommend priorities for funding and allocation of small grants to arts organizations based on eligibility and selection criteria approved by council.

BACKGROUND

The City Council recently approved a one-time conversion of the Arts CIP budget to the general fund, following the request of a letter from the Arts Commission. This one-time conversion of \$85,000 will be combined with a small remainder of a National Endowment for the Arts (NEA) grant, for a total of \$100,000. This conversion allows for the funds to be granted out but also puts them in a fund that expires at the end of each year. Staff have put together a plan to grant out these funds, in line with the Arts Commission's letter requesting more funds be allocated to grants for the Arts and Culture Community.

2023 GUIDELINES

The guidelines attached after this memo are identical to the Arts Program's existing Project grants for 2023, with five exceptions.

- The first change is a modified timeline to accommodate a fast turnaround to grant these funds before they expire in 2024.
- The second change is only opening this grant to organizations that have 501 (c) 3 status and a Unique Entity Identifier (UEI). This will allow us to combine these funds with the NEA grant, which requires funds to only go to nonprofits with UEI numbers. Organizations can still apply if they are in the process of securing a UEI (a new number that replaces the old 9-digit DUNS number). The NEA has approved these updated guidelines and updated the City's grant's scope of work to include this second round.
- The third and fourth changes are setting granting amounts to \$3,000, \$5,000 and \$7,000 (as compared to \$1K, \$2K and \$3K) and having them be ranked in the application, instead of selected as a static request. Staff set these amounts to allow for this grant to be substantial to organizations and to make sure it was flexible in the event that this program's requests exceed the budget.
- The final change is allowing Eastside Arts Partnership (EAP) grantees to apply for this grant opportunity. Previously, grantees could not receive both grants (EAP and Project grants). This clarifies that grantees receiving an already allocated EAP grant may also apply for this one-time opportunity. This change will not apply to future regular cycles of Project grants where applicants will need to choose which grant best fits their organization.

The timeline for this program is truncated due to the nature of the funds expiring at the end of the year; therefore staff have had to shorten the application window and review time. To accommodate these changes, the application will be relatively shorter without compromising the review criteria. Three Arts Commissioners will review applications and make funding recommendations to the Arts Commission in the spring.

OPTIONS

Option 1: Commission motions to approve the guidelines as presented.

Option 2: Commission elects not to approve the guidelines as presented.

Option 3: The Commission elects to approve the guidelines as presented, with minor changes as discussed.

NEXT STEPS

If approved, staff will open the application and begin promoting to eligible organizations.

ATTACHMENTS

Attachment C: Proposed one-time 2023 Project Grant Guidelines

STAFF CONTACT

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