



CITY OF SAN ANTONIO
**DEPARTMENT FOR CULTURE
& CREATIVE DEVELOPMENT**

INTERDEPARTMENTAL CORRESPONDENCE

TO: Sheryl Sculley, City Manager

FROM: Felix Noel Padrón Jr., Executive Director, Department for Culture and Creative Development

COPY: Audit Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Lori Houston, Assistant City Manager; Troy Elliott, CPA, Finance Director

SUBJECT: FY2017 Art Funding Process

DATE: February 16, 2016

The Department for Culture and Creative Development (DCCD) will present a briefing on the FY2017 Art Funding Process to the City Council Audit Committee. This briefing will allow an opportunity for input and direction from Committee members.

This briefing will cover background on DCCD's Art Funding Program, adopted Art Funding Guidelines, application categories, evaluation process, and the role played by staff and the San Antonio Arts Commission (SAAC) in developing funding recommendations.

As one of the traditional functions, DCCD distributes funds to local non-profit arts organizations through a competitive funding process in order to further artistic excellence and public awareness of the role arts play in San Antonio. The funding distributed through this process comes from the state legislative 15% that can be allocated to the arts from the Hotel Occupancy Tax (HOT).

The current Art Funding Guidelines were approved by City Council on May 8, 2014, to better align with a changing arts and cultural environment. The adopted guidelines were last implemented in 2014 when approximately \$6 million was awarded to 64 arts and cultural organizations through the adoption of the FY 2015 budget. DCCD will be implementing the same adopted guidelines for FY 2017 and is anticipating the same level of funding.

The adopted Art Funding Process supports four distinctive, competitive program categories. The Cultural Arts Operational category is DCCD's **largest funding program** (approximately \$5.65 million) and is awarded on a two-year cycle. Currently funded agencies are on the second year of the funding cycle (FY 15 & 16). However, agencies can apply to the following categories on an annual basis:

- Festivals & Community Celebrations;
- stART Place (neighborhood projects); and
- Artist Regranting (supporting artist development projects).

Each category is guided by its own set of eligibility and review criteria, as well as funding requirements that promote equitable distribution. To apply, agencies must attend a mandatory funding workshop. From January 12, 2016 through February 4, 2016, DCCD offered 28 workshops of which 198 individuals representing 121 organizations/artists attended. The last three workshops are scheduled for February 16, 17 and 18, 2016.

This year, interested parties must submit applications via a new electronic Grants Management System; the same system is used by the Texas Commission for the Arts and the National Endowment for the Arts. Each application is reviewed for completeness and eligibility based on the adopted guidelines. A seven (7) member Evaluation Panel (1 Art Funding Committee Member and six (6) national, state & local experts) reviews and scores each eligible application during a Panel Review Session based on the following criteria:

- Artistic/Cultural Excellence (50 pts);
- Community Engagement & Audience Development (35 pts); and
- DCCD reviews Financial Position & Administrative Capacity (15 pts).

The Panel Review Sessions are open to the public, applicants are encouraged to attend and listen to the panel's assessment of their application. Recommended funding awards are based on maximum award, match capability, overall score (75pts or above) and available funding dollars.

The San Antonio Arts Commission (SAAC), appointed by the Mayor and City Council, oversees the Art Funding Process on behalf of the Council. Their role is to advise, review and make final funding recommendations for City Council consideration based on adopted policies and procedures. SAAC's Art Funding Committee participates in the evaluation process, provides applicants with the opportunity to make presentations on their services, reviews eligible appeals and develops the preliminary funding recommendation for SAAC consideration. The SAAC holds a public hearing to listen to eligible appeals prior to making final funding recommendation.

Applicants attending workshops are advised that a communication black-out period will be in place between the time the application opens and the recommendations are submitted to City Council. Again, the agencies are provided an opportunity to present to the SAAC during this process.

The electronic application is scheduled to be made available in mid-February following the Audit Committee's direction. DCCD anticipates completing the entire process in early August, 2016.