



ARTS COMMISSION

Agenda

Regular Meeting

May 2, 2024, 5:30 p.m.

Council Chamber
1200 Carlsbad Village Dr.
Carlsbad, CA 92008
carlsbadca.gov

Welcome to the Arts Commission Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the Arts Commission the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website.

How to watch

In Person



City Council Chamber
1200 Carlsbad Village Drive

Online



Watch the livestream at
carlsbadca.gov/watch

How to participate

If you would like to provide comments to the Arts Commission, please:

- Fill out a speaker request form, located in the foyer.
 - Submit the form to the Clerk before the item begins.
 - When it's your turn, the Clerk will call your name and invite you to the podium.
 - Speakers have three minutes unless the presiding officer (usually the chair) changes that time.
 - You may not give your time to another person, but can create a group. A group must select a single speaker as long as three other members of your group are present. All forms must be submitted to the City Clerk before the item begins and will only be accepted for items listed on the agenda (not for general public comment at the beginning of the meeting). Group representatives have 10 minutes unless that time is changed by the presiding officer or the Arts Commission
-
- **In writing:** Email comments to arts@carlsbadca.gov. Comments received by 3:30 p.m. the day of the meeting will be shared with the Arts Commission **prior to** the meeting. When e-mailing comments, please identify in the subject line the agenda item to which your comments relate. All comments received will be included as part of the official record.

Reasonable accommodations

Reasonable Accommodations Persons with a disability may request an agenda packet in appropriate alternative formats as required by the Americans with Disabilities Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. Please contact the City Manager's Office at 442-339-2821 (voice), 711 (free relay service for TTY users), 760-720-9461 (fax) or manager@carlsbadca.gov by noon on the Monday before the meeting to make arrangements. City staff will respond to requests by noon on Tuesday, the day of the meeting, and will seek to resolve requests before the start of the meeting in order to maximize accessibility.

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held on April 4, 2024

PRESENTATIONS:

PUBLIC COMMENT: *The Brown Act allows any member of the public to comment on items not on the agenda. Please treat others with courtesy, civility, and respect. Members of the public may participate in the meeting by submitting comments as provided on the front page of this agenda. The Arts Commission will receive comments in the beginning of the meeting. In conformance with the Brown Act, no action can occur on these items.*

PUBLIC HEARINGS: None.

DEPARTMENTAL REPORTS:

1. **FISCAL YEAR 2024-25 COMMUNITY ARTS GRANTS FUNDING PLAN** - Receive the report and approve the Fiscal Year 2024-25 Community Arts Grants Funding Plan. (Staff contact: Wendy Sabin-Lasker, Cultural Arts Department)

Recommendation: Receive the report and approve the FY 2024-25 Community Arts Grant Funding Plan.

COMMISSION MEMBER COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS: *This portion of the agenda is for the Commission to make brief announcements, brief reports of their activities and requests for future agenda items.*

STAFF COMMENTS:

ADJOURNMENT:



ARTS COMMISSION
Minutes

Council Chamber
1200 Carlsbad Village Drive
Carlsbad, CA 92008

April 4, 2024, 6 p.m.

CALL TO ORDER: 5:37 p.m.

ROLL CALL: Ferone, Barker, George, Nassiri (Commissioner Carrillo arrived at 5:41 p.m.)
Absent: Chung and Miringoff.

PLEDGE OF ALLEGIANCE: Chair Ferone led the Pledge of Allegiance.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held Dec. 7, 2023

Motion by Commissioner Barker, seconded by Commissioner George, to approve the minutes as presented. Motion carried, 4/0/2/1, (Chung, Miringoff - Absent, Nassiri - Abstain).

PRESENTATIONS:

Presentation on City Council Legislative Subcommittee

The Arts Commission received a presentation from Council Member Teresa Acosta and Intergovernmental Affairs Director Jason Haber on the City of Carlsbad's Intergovernmental Affairs Program and ongoing legislative advocacy efforts.

PUBLIC COMMENT: None.

DEPARTMENTAL REPORTS:

1. **UPDATE ON TGIF CONCERTS IN THE PARKS 2024:** Receive a report from staff on preparations for TGIF Concerts in the Parks 2024. (Staff contact: Thomas Johnston, Cultural Arts Department)

Recommended Action: Receive the report.

Commissioners received the report and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

Commissioners inquired as to what determined the choosing of park locations for the TGIF Concerts in the Parks 2024 season.

Library & Cultural Arts Director and Programs & Venue Coordinator Tom Johnston answered attendance numbers, safety and ADA access were all factors in park selection.

Commissioner George and Nassiri inquired as to notification to commissioners on upcoming items at City Council meetings and how they can be more informed. Director Smithson answered the various ways commissioners are notified and can access information.

2. **UPDATE ON STEAM PILOT PROGRAM BATIQUITOS ARTVENTURES:** Receive a report from staff on the STEAM Pilot Program, Batiqitos ArtVentures. (Staff contact: Wendy Sabin Lasker and Lisa Naugler, Cultural Arts Department)

Recommended Action: Receive the report.

Commissioners received the report and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

Commissioners commented on possible transportation options to support the program in the future.

COMMISSION COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS: *This portion of the agenda is for the Arts Commissioners to make brief announcements, brief reports of their activities and requests for future agenda items.*

Vice Chair Ferone and the Arts Commissioners reported on activities and events they attended. Commissioners thanked Commissioner Barker for her years of service to the board.

LIBRARY & CULTURAL ARTS DIRECTORS COMMENTS: Library & Cultural Arts Director Suzanne Smithson commented on the following:

- Ruby G. Schulman Auditorium improvement bids presented at City Council meeting on May 7
- Committee assignments for 2023-24
- Community Arts Grants 2023-24 recipient's presentations and programs
- Community Arts Grants for 2024-25 on the May 2 agenda
- Recruitments
- Cannon Art Gallery exhibit closes June 1

ANNOUNCEMENTS: This section of the Agenda is designated for announcements to advise the community regarding events that Members of the Arts Commission have been invited to, and may participate in.

The Arts Commissioners are all invited to attend the following FY 2023-24 Community Arts Grants recipient performances:

Theatre and Art Foundation of San Diego County aka La Jolla Playhouse Performance Outreach Program (POP) Tour

El Camino Elementary School

7885 Paseo Aliso, Carlsbad, CA 92009

On Wednesday, April 10 at 8:30 and 10:30 a.m.

Or at Calavera Hills Elementary
4100 Tamarack Ave, Carlsbad, CA 92010
On Friday, April 12 at 1 p.m.

Campana Studios Workshops: Linoleum Printmaking Workshop
Carlsbad City Library-Gowland Meeting Room
1775 Dove Lane, Carlsbad, CA 92011
On Saturday, April 20 at 10 a.m.

La Costa High Schools Spring Musical Production
1 Maverick Way, Carlsbad, CA 92009
Opens Friday, April 19 and the show runs through Saturday, May 4

ADJOURNMENT: 8:04p.m.



Jennifer Davidson
Administrative Secretary



ARTS COMMISSION

Staff Report

Meeting Date: May 2, 2024

To: Arts Commission

From: Wendy Sabin Lasker, Community Arts Coordinator

Staff Contact: Wendy Sabin Lasker, Community Arts Coordinator
wendysabinlasker@carlsbadca.gov, 442-339-5982

Subject: Fiscal Year 2024-25 Community Arts Grants Funding Plan

District: All

Recommended Action

Receive the report and approve the Fiscal Year 2024-25 Community Arts Grants Funding Plan.

Executive Summary

This report provides an update of the fiscal year 2024-25 Community Arts Grants cycle including the Funding Plan for the Arts Commission's review and approval. Community Arts Coordinator Wendy Sabin Lasker will share an overview of the process of the recent grant cycle and 32 eligible grants presented for consideration with \$117,128 available in funding.

Explanation & Analysis

Community Arts Grants have been distributed to local arts and education organizations for nearly 40 years. The Arts & Culture Master Plan includes an initiative that articulates ongoing financial support for established as well as new and emerging nonprofit arts organizations and arts projects in Carlsbad. Community Arts Grants can also be tied to the City Council's Community Character goal, which references implementation and financial support of the policies and programs associated with the Arts & Culture Master Plan.

Fiscal Analysis

No additional city funding is being requested.

Next Steps

Following approval of the FY 2024-25 Community Arts Grants Funding Plan by the Arts Commission, staff will notify grant recipients of their awards and execute agreements with the grantees. Grant fund distribution typically takes place in mid-August.

Environmental Evaluation

This item does not require environmental review because it does not constitute a project within the meaning of the California Environmental Quality Act under California Public Resources Code Section 21065 in that it has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

Exhibits

1. Fiscal Year 2024-25 Community Arts Grants Funding Plan Brief
2. Fiscal Year 2024-25 Community Arts Grants Funding Plan Review
3. Fiscal Year 2024-25 Community Arts Grants Guidelines



Fiscal Year 2024-25 Community Arts Grants Funding Plan Brief

The City of Carlsbad's Cultural Arts Office Fiscal Year 2024-25 Community Arts Grants (CAG) program supports projects and activities that provide quality arts and cultural programming within Carlsbad. Funds are available for organizations, schools and individuals through a competitive application and review process.

The Fiscal Year 2024-25 cycle utilized the cloud-based Grant Lifecycle Manager provided by Foundant Technologies, allowing for improved accessibility and online access for all users.

From March 25 through April 15, fourteen (14) panelists reviewed and digitally scored Fiscal Year 2024-25 CAG applications through the grants management system. The panelists included representatives from regional arts organizations, nonprofits, education specialists, unaffiliated library staff and community members.

The total funds available for the Fiscal Year 2024-25 grant cycle are \$117,128. The funding amount from the previous grant cycle was \$117,128.

Each grant was evaluated by three (3) scoring panelists for these funding categories:

- 1. Arts Organizations: Arts Projects*
- 2. Educational Institutions or Affiliated Groups*
- 3. Emerging Arts Organizations*

The Emerging Artist grant category and the Two-Year grant category have been discontinued. Grants are available for a one-year cycle only.

In each category, panelists scored applications on a rubric with three sections, each worth 10 points, for a total of 30 possible points. All scores were averaged and assigned the equivalent percentage score by Foundant Grants Lifecycle software. More information on the panel process can be found in the Fiscal Year 2024-25 Community Arts Grants Guidelines.

Fiscal Year 2024-25 Community Arts Grants Funding Results:

- Total Available Funding: \$117,128
- Total Applications: 35
- Eligible Applications: 32
- Total Number of Funded Projects: 27
- Total 2024-25 Amount Requested: \$173,740
- Total 2024-25 Amount Funded: \$117,120
- Remaining Funds: \$8

1. ARTS ORGANIZATIONS: ARTS PROJECTS

- Total Arts Projects Applications: 15
- Total Arts Projects Amount Requested: \$109,800
- Total Arts Projects Awarded: 11
- Total Arts Projects Amount Funded: \$65,340

Theatre and Arts Foundation of San Diego County: Performance Outreach Program (POP) Tour 2025: Program to Carlsbad Schools

REQUEST: \$7,500 AWARD: \$6,750 SCORE: 90%

Project Description: traveling performances by La Jolla Playhouse's Performance Outreach

Beacons, Inc.: Beacons Art Fair

REQUEST: \$7,300 AWARD: \$5,840 SCORE: 80%

Project Description: series of year-long themed, adapted art exhibitions by artists and entrepreneurs with intellectual and/or developmental disabilities. Funds support art materials, outreach and artist instructor.

Carlsbad Art Wall: A Snyder Art Project

REQUEST: \$7,500 AWARD: \$6,000 SCORE: 80%

Project Description: Carlsbad Art Wall, a rotating mural wall in the heart of Carlsbad Village. A new mural will be painted approximately every two months by a new artist.

Campana Studios: Printmaking Workshops

REQUEST: \$7,500 AWARD: \$0 SCORE: 57%

Project Description: continued series of Printmaking and Bookbinding workshops led by teaching artists for this community-based art programming.

Carlsbad Oceanside Art League: Demo & Expression

REQUEST: \$7,500 AWARD: \$5,250 SCORE: 70%

Project Description: free monthly programs open to ages 18 to adult at the Pine Avenue Community Center providing hands-on instruction, lectures and art expression with a master instructor.

Carlsbad Playhouse: Playreaders Performance Series 2024-25

REQUEST: \$5,000 AWARD: \$4,000 SCORE: 80%

Project Description: series of seven readings produced in signature playreading format, presenting a wide range of styles and genres of plays and musicals.

Fleet Science Center: Storybook Science

REQUEST: \$7,500 AWARD: \$0 SCORE: 59%

Project Description: Storybook Science workshops at the Carlsbad libraries featuring stories and picture books to foster literacy, creativity, and STEM learning. The hands-on sessions focus on literacy for K-5 students.

Mainly Mozart, Inc.: Youth Orchestra Recital and Showcase Seri

REQUEST: \$7,500 AWARD: \$6,000 SCORE: 80%

Project Description: produce three concerts featuring the 2024-2025 Mainly Mozart Youth Orchestra (MMYO) in two Carlsbad locations.

New Village Arts Theatre Inc.: The 23rd Season of Professional Theatre at New village Arts

REQUEST: \$7,500 AWARD: \$6,750 SCORE: 90%

Project Description: the 23rd Season of professional theatre at the Dea Hurston New Village Arts Center in Carlsbad Village, including four musicals, two plays, four regional premieres, one world premiere.

Opera4Kids: Musical Merry-go-round: Empowering Young Minds Through Opera

REQUEST: \$7,500 AWARD: \$6,000 SCORE: 80%

Project Description: present four (4) interactive performances of classical music programs, tailored for young audiences at Carlsbad libraries with materials for onsite musical art activities.

Patrons of the Arts Foundation (dba Carlsbad Community Theatre): Technical Crew Student Training and Internship Program

REQUEST: \$7,500 AWARD: \$6,750 SCORE: 90%

Project Description: train teens/young adults in various tech theatre roles, including sound technician, lighting and spotlight operation, stage manager, costume assistant, set and props management.

San Diego Art Institute aka ICA San Diego: The Valise Project

REQUEST: \$7,500 AWARD: \$6,000 SCORE: 80%

Project Description: signature arts outreach program, the Valise Project, bringing contemporary mobile art sculptures and curriculum-based interactive creative projects to Carlsbad classrooms.

Soultry Sisters: Summer Soulstice Arts & Wellness Festival

REQUEST: \$7,500 AWARD: \$0 SCORE: 60%

Project Description: host 3-day annual Arts + Wellness Festival highlighting BIPOC, women, and queer artists and wellness practitioners based in San Diego.

Striving to Serve: Arts for All Ages to Celebrate Active-Duty Military and Veterans

REQUEST: \$7,500 AWARD: \$0 SCORE: 60%

Project Description: art projects involving Carlsbad seniors, veterans, and students from multiple school sites. High school mentors guide their counterparts, fostering connections across generations.

Villa-Lobos International Chamber Music Festival, Inc.: Carlsbad Residency

REQUEST: \$7,500 AWARD: \$6,000 SCORE: 80%

Project Description: residencies of world-class musicians performing Latin American chamber music for Carlsbad middle and high school students in classroom visits and large auditorium concerts.

2. EMERGING ARTS ORGANIZATIONS

- Total Emerging Arts Organizations/Projects Applications: 1
- Total Emerging Arts Organization Amount Requested: \$5,000
- Total Arts Projects Awarded: 1
- Total Emerging Arts Organization Amount Funded: \$4,500

Persian Place: Global Dance in Unity

REQUEST: \$5,000 AWARD: \$4,500 SCORE: 90%

Project Description: staged dance event in celebration of International Dance Day/World Dance to showcase dance styles from different cultural groups, including traditional and contemporary modes.

3. EDUCATIONAL INSTITUTIONS ARTS IN SCHOOLS OR AFFILIATED GROUPS

- Total Educational Institutions Applications: 16
- Total Educational Institutions Amount Requested: \$54,940
- Total Educational Institutions Awarded: 15
- Total Educational Institutions Amount Funded: \$47,280

Carlsbad High School Theatre Department: Musical Production

REQUEST: \$3,500 AWARD: \$2,800 SCORE: 80%

Project Description: Broadway-style musical with a student cast, crew, and assist by guest choreographers at the Carlsbad Cultural Arts Center with public performances April and May 2025.

Carlsbad High School (Carlsbad Unified Drama Programs) Carlsbad Theatre Festival

REQUEST: \$2,640 AWARD: \$2,640 SCORE: 100%

Project Description: annual collaboration of Carlsbad High School theatre departments featuring the work of student scene studies to include San Diego theatre professionals “master class” sessions.

Carlsbad High School Choral Boosters: Music Arrangement

REQUEST: \$3,300 AWARD: \$2,640 SCORE: 80%

Project Description: professional music arrangement for the Carlsbad High School Choir reliant upon expert musical arranging for their set performances, concerts and festival competitions.

Carlsbad Unified School District: Storybook STEAM: Fostering Literacy, Creativity and STEAM Connections

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: STEAM based program with Fleet Science Center for nine (9) elementary old 3rd grades, promoting literacy and arts connection through storybooks, art pieces, and arts-related activities.

Jefferson Elementary School: Using Improv to Tell Stories of the Past, Present & Future

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: In conjunction with New Village Arts Theatre, CUSD Champions and Sage Creek Drama, a semester-long program in the art of Improvisation and Storytelling for social emotional learning.

La Costa Canyon High School Foundation: Band-o-Rama

REQUEST: \$3,500 AWARD: \$2,800 SCORE: 80%

Project Description: music enrichment camp/event for elementary, middle, and high schools where coaches and students work with various instrument groups on music fundamentals and sheet music.

La Costa Canyon High School Foundation: Culinary Arts- Farm to Table Restaurants for the Day

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: student culinary learning from harvesting food grown by students, creating dishes from their produce and creating “restaurants” with menus, a logo and “restaurant” group work plans.

La Costa Canyon High School Foundation: Dance Program Spring Production

REQUEST: \$3,500 AWARD: \$3,150 SCORE: 90%

Project Description: La Costa Canyon Maverick dance students Spring Dance Production comprised of dancers from multiple levels, grades, and abilities including access to students in special education.

La Costa Canyon High School Foundation: Music Boosters Program

REQUEST: \$3,500 AWARD: \$2,800 SCORE: 80%

Project Description: The La Costa Canyon High School Music Program seeks to sustain its instrumental music program for Carlsbad students in 9th-12th grades.

La Costa Canyon High School Foundation: Spring Musical 2025

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: La Costa High School Theatre Department’s spring production.

Sage Creek High School Drama: CUSD Children’s Show 2025

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: Sage Creek Drama Department collaboration on a production written for young audiences with invitation for free attendance by CUSD elementary and middle schools.

Sage Creek High School Dance Department: Advanced Dance Mentorship Program with Jason Ruiz

REQUEST: \$3,500 AWARD: \$0 SCORE: 60%

Project Description: dancers work with dance teacher Jason Ruiz, the previous coach at CSUCI, who will mentor advanced students in refining their student-choreography pieces for the Spring Showcase.

Sage Creek High School Visual Arts: Changing Tide/Changing Minds

REQUEST: \$3,500 AWARD: \$3,150 SCORE: 90

Project Description: Continuation project for 3D Design classes that highlights the dangers facing reefs worldwide. Students will work with professional artists and scientists to add onto the existing mural.

Sage Creek High School Visual Arts: Living Art Exhibit at the Festival of the Arts 2025

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: Student artists create a series of living art exhibits and become the art in a collaboration between Intermediate and Advanced Art, Tech Theatre and AP Art History classes.

Valley Middle School: Valley Middle School Art Wall Classroom Extension

REQUEST: \$3,500 AWARD: \$2,800 SCORE: 80%

Project Description: supplies to create/ extend a large-scale exterior mural art wall for students to publicly express their creativity.

Valley Middle School Band & Orchestra: 2024-25 Guest Artists/Coaches for Small Group Ensembles

REQUEST: \$3,500 AWARD: \$3,500 SCORE: 100%

Project Description: 2024-25 Band and Orchestra program to fund essential teaching artists and coaches to help lead band and orchestra students by conducting small group rehearsals.

DENIED/ INELIGIBLE FOR SCORING (3)

Kelly Elementary School; Kelly School Mural

High School Student Project with Fundraiser

Sage Creek High School Music Recording Studio



FISCAL YEAR 2024-25 COMMUNITY ARTS GRANTS FUNDING PLAN REVIEW

Applications for the Fiscal Year 2024-25 Community Arts Grants cycle was open from February 12 to March 18, 2024. The Panelist Review period was from March 25 to April 15. Fourteen panelists successfully completed scoring the Fiscal Year 2024-25 Community Arts Grants applications using the Foundant Grant Lifecycle Manager.

Fiscal Year 2024-25 Community Arts Grants Schedule

DATE	
Feb. 12, 2024	Application opens
Feb. 22, 2024	Applicant Workshop #1, Dove Library, 4:30 p.m. - 6:00 p.m.
Feb. 24, 2024	Applicant Workshop #2, Cole Library, 10:30 a.m. - 12:30 p.m.
Feb. 26, 2024	Applicant Workshop #3, via Zoom, 6:00 p.m. - 7:30 p.m.
Mar. 18, 2024	Application deadline, submitted electronically by 11:59 p.m.
Mar. 25 - Apr. 15, 2024	Eligible applications reviewed and scored by peer panel of arts professionals, educators and community members.
May 2, 2024	Arts Commission review and approval
May 13 - June 28, 2024	Notify recipients and execute agreements
July 31, 2024	Deadline for completed agreements
Aug 1, 2024	Disperse first award payments
Sept. 1, 2024	Projects/activities period opens
Aug. 31, 2025	Projects/activities period closes
Sept. 30, 2025	Final Reports for FY 2024-25 Due

FUNDING AMOUNTS

Each application was scored on three categories worth 10 points each, for a total maximum score of 30 points, converted into percentages by Foundant. The total scores of each reviewer were averaged for the final score/percentage per application.

These are the results for the review scores and funding amounts:

- Total Available Funding: \$117,128
- Total Applications: 35
- Eligible Applications: 32
- Total Number of Funded Projects: 27
- Total 2024-25 Amount Requested: \$173,740
- Total 2024-25 Amount Funded: \$117,120
- Remaining Funds: \$8

Funding Amount Equations

Applicants that scored higher than 70% are recommended for funding.

SCORE PERCENTAGE	LEVEL OF FUNDING
100%	100%
90-99%	90%
80-89%	80%
70-79%	70%
Under 70	0%

ARTS ORGANIZATIONS: ARTS PROJECTS

FUNDED ORGANIZATION	ARTS PROJECTS	REQUEST	SCORING AVERAGE	RECOMMENDED FUNDING
Theatre and Arts Foundation of San Diego County	2025 Performance Outreach Program (POP) Tour	\$7,500	90%	\$6,750
Beacons, Inc.	Beacons Art Fair	\$7,300	80%	\$5,840
Snyder Arts/ Boys and Girls Clubs of Carlsbad	Carlsbad Art Wall, a Snyder Art Project	\$7,500	80%	\$6,000
Carlsbad Playhouse	Carlsbad Playreaders Performance Series 2024-25	\$5,000	80%	\$4,000
Carlsbad Oceanside Art League	Demo and Expression	\$7,500	70%	\$5,250
Mainly Mozart Inc.	Mainly Mozart Youth Orchestra Recital and Showcase Series	\$7,500	80%	\$6,000
Opera4Kids	Musical Merry-go-round: Empowering Young Minds Through Opera	\$7,500	80%	\$6,000
Patrons of the Arts Foundation	Technical Crew Student Training and Internship Program	\$7,500	90%	\$6,750
New Village Arts Theatre Inc.	The 23rd Season of Professional Theatre at New Village Arts	\$7,500	90%	\$6,750
San Diego Art Institute Aka Institute Contemporary Art	The Valise Project	\$7,500	80%	\$6,000
Villa-Lobos International Chamber Music Festival Inc	Villa-Lobos International Chamber Music Festival, Carlsbad Residency	\$7,500	80%	\$6,000

EDUCATIONAL INSTITUTIONS OR AFFILIATED GROUPS

FUNDED ORGANIZATION	EDUCATIONAL INSTITUTIONS/ARTS IN SCHOOLS	REQUEST	SCORING AVERAGE	RECOMMENDED FUNDING
Carlsbad High School Theatre Department (Andrea Schuck)	Carlsbad High School Musical Production	\$3,500	80%	\$ 2,800
Carlsbad High School Theatre Department (Andrea Schuck)	Carlsbad Theatre Festival	\$2,640	100%	\$ 2,640
Carlsbad Unified School District	Storybook STEAM: Fostering Literacy, Creativity, and STEAM Connections	\$3,500	100%	\$ 3,500
CHS Choral Boosters	Music Arrangements	\$3,300	80%	\$ 2,640
Jefferson Elementary School	Using Improv to Tell Stories of the Past, Present & Future	\$3,500	100%	\$ 3,500
La Costa Canyon High School Foundation, Inc.	2025 Band-o-Rama, a band community event	\$3,500	80%	\$ 2,800
La Costa Canyon High School Foundation, Inc.	Culinary Arts: Farm-to-Table Restaurants for the Day	\$3,500	100%	\$ 3,500
La Costa Canyon High School Foundation, Inc.	La Costa Canyon Dance Program Spring Production 2025	\$3,500	90%	\$ 3,150
La Costa Canyon High School Foundation, Inc.	La Costa Canyon Foundation Music Boosters Program	\$3,500	80%	\$ 2,800
La Costa Canyon High School Foundation, Inc.	Spring Musical 2025	\$3,500	100%	\$ 3,500
Sage Creek High School Drama	Sage Creek CUSD Children's Show 2025	\$3,500	100%	\$ 3,500
Sage Creek High School Visual Arts	Changing Tides/Changing Minds	\$3,500	90%	\$ 3,150
Sage Creek High School Visual Arts	Living Arts Exhibit at the Festival of the Arts 2025	\$3,500	100%	\$ 3,500

Valley Middle School	VMS Art Wall Classroom Extension	\$3,500	80%	\$ 2,800
Valley Middle School Band and Orchestra	2024-25 Guest Artists/Coaches for Small Group Ensembles	\$3,500	100%	\$ 3,500

EMERGING ARTS ORGANIZATIONS

FUNDED ORGANIZATION	ARTS PROJECT	REQUEST	SCORING AVERAGE	RECOMMENDED FUNDING
Persian Place	Global Dance in Unity	5,000	90%	\$4,500

NOT FUNDED

NOT FUNDED 2024-25	CATEGORY	REQUEST	SCORE
Campana Studios: Printmaking Workshops	Arts Project	\$ 7,500	57%
Fleet Science Center: Storybook Science	Arts Project	\$ 7,500	59%
Soultry Sisters: Summer Soulstice Arts & Wellness Festival	Arts Project	\$ 7,500	66%
Striving to Serve: Arts for All ages to Celebrate Active-Duty Military and Veterans	Arts Project	\$ 7,500	64%
Sage Creek High School Dance Department: Advanced Dance Mentorship Program with Jason Ruiz	Educational	\$ 3,500	61%

FISCAL YEAR 2024-25

COMMUNITY ARTS GRANTS GUIDELINES

WELCOME

The City of Carlsbad Cultural Arts Office serves to encourage, develop and facilitate an enriched environment of artistic, creative and cultural activity in the City of Carlsbad and the North San Diego County region. The Cultural Arts Office manages funding programs to provide financial support to organizations, schools and individuals for various projects through a competitive application and review process. These projects benefit the community through an array of activities for schools, artists and organizations. The Community Arts Grants program was identified for continued and increasing support by the Carlsbad City Council through the 2018 Arts & Culture Master Plan.

The City of Carlsbad's Community Arts Grants program supports quality arts and cultural programming that promotes the representation and participation of diverse groups of individuals, including and not limited to people of differing abilities, class, generations, ethnicities and races, gender identities, religious or spiritual beliefs, sexual orientations, or veteran status.

Our mission supports the following values:

- Provide inclusive opportunities for arts & culture experiences for Carlsbad students and residents reducing/eliminating barriers for participation.
- Provide arts education and lifelong learning opportunities for all ages.
- Support local and regional arts organizations as an important component of the economy and quality of life in Carlsbad and North San Diego County.
- Support arts education in schools and through affiliated organizations.
- Develop and support organizational strength and capacity of Carlsbad arts organizations.
- Encourage new and emerging artists, arts organizations and programs in Carlsbad, CA.
- Celebrate Carlsbad as an exciting, vibrant and creative destination for residents and visitors alike.
- Acknowledge indigenous land and cultural awareness in the Carlsbad community.

FISCAL YEAR 2024-25 OVERVIEW

The updated FY 2024-25 guidelines reflect national grantmaking trends and best practices and support funding for artists and arts organizations in Carlsbad and surrounding areas. Guidelines were approved by the City of Carlsbad's Arts Commission on Dec. 7, 2023.

Important dates for the FY 2024-25 grant cycle application are as follows:

- **Applications open: Monday, Feb. 12, 2024**
- **Applications due: Monday, Mar. 18, 2024**
- **Arts Commission Funding Plan review & approval: Thursday, May 2, 2024**
- **Funding Cycle begins Tuesday, Sept. 3, 2024**
- **All projects must be completed by Wednesday, Sept. 3, 2025**
- **Applications can be accessed [online](#).**

Total funding available for the FY 2024-25 cycle is \$117,128. All final reports are due within 30 days of the completion of the event or **Oct. 3, 2025**, whichever comes first. The first 80% of all awarded funds will be disbursed after agreements are executed; the final 20% once the final report and budget are submitted and approved.

HEALTH AND SAFETY CERTIFICATION

Grantees are asked to remain vigilant and informed of current community health and safety requirements, including mandated protocols as outlined by state, county, local or other governmental bodies always. Failure to do so may result in cancellation of the agreement and grant funds.

IMPORTANT UPDATES FOR THIS YEAR

- Statement of Information Requirement: Each application must include a current Statement of Information filed with the California Secretary of State. This statement must reflect Active Status and have either a current roster of officers or a list of authorized signatories supported by a corporate resolution.
- Artist Participation in Arts Projects: All proposed arts projects must involve a professional artist or a subject matter expert.
- **Change in Grant Categories:**
 - **The Emerging Artist grant category has been discontinued this year.**
 - **The Two-Year grant category has been discontinued. Grants are available for a one-year cycle only.**
- Educational Institutions Application Limit: There is a cap on the number of applications for Educational Institutions (Arts in Schools). For detailed requirements, please refer to the Arts in Schools Requirements section.

ELIGIBILITY FOR ALL APPLICANTS

All applicants, including fiscal agents and school-affiliated groups, must comply with the following:

- Nonprofit Status: Applicants must be recognized as nonprofit, tax-exempt organizations by the Internal Revenue Service (IRS) or the California State Franchise Tax Board. A complete Statement of Information should be on file with the California Secretary of State. This statement should be filed within the first 90 days of incorporation and updated every two (2) years.
- Tax Identification: Applicants must provide their Federal Employer Identification Number (FEIN) from the IRS. This is the only accepted form of identification for verification purposes, which will be checked through GuideStar's Charity Check.
- Specific Exemptions for Educational Institutions: Educational institutions are exempt from the need for tax-exempt status under Section 501(c)(3) but are still eligible to apply.
- Partnership Projects: For projects involving partnerships, only one joint application is allowed. If a school partners with an arts organization or artist, a signed agreement between the parties is required, with the school as the lead applicant.

APPLICATION PROCESS

When applying, organizations must ensure the following:

- Proof of Nonprofit Status: Provide evidence of nonprofit status or details of a fiscal agent.
- Statement of Information: Submit a current California Statement of Information reflecting Active Status, along with a list of Authorized Signatories, their signing authority, and the type of authority (individual or joint).

GUIDELINE APPENDICES

- Appendix 1 – Frequently Asked Questions (FAQ's)
- Appendix 2 – Ineligible Organizations and Activities

FISCAL YEAR 2024-25 FUNDING CATEGORIES

Funding is structured by the classification of each organization, then according to available categories. Applicants may only apply to one category per grant cycle:

- Arts Organizations or Fiscal Agents of Organizations - \$7,500 maximum award per year
- Emerging Arts Organizations - \$5,000 maximum award
- Educational Institutions and Affiliated Groups (Arts in Schools) - \$3,500 maximum award

ARTS ORGANIZATIONS

- Arts Organizations must be registered 501(c)(3) nonprofit organizations for at least three years as of Jan. 1, 2024.
- Applicants may only submit one application per funding cycle and cannot apply to multiple categories.
- Fiscal Year 2023-24 organizations with a two-year grant may apply for new one-year funding upon completion of project with final budget and report.

ARTS ORGANIZATIONS – ARTS PROJECTS

- All arts projects require the participation of a professional artist or a subject matter expert.
- Arts Projects grants have a maximum award of \$7,500.
- Arts Projects will be defined as programs, activities, and events primarily designed to be arts focused. These projects may be presented in person or virtually if health mandates are in place.
- Virtual events may be permitted to replace programs or projects normally held in person in Carlsbad, pending current community health and safety requirements and following staff review and approval.
- Arts Project grants awards must be used for specific art project support and cannot be used for general operating support.

PROJECTS THROUGH FISCAL AGENT

- Any partnership between an individual, educational institution or organization must include a letter of agreement from the partnering entities.
- Individuals or Organizations in the process of applying for nonprofit status may apply through a fiscal agent.
- Fiscal agents will be responsible for receiving awarded funds and dispersing them with a service fee of no more than 10% of the amount awarded to the applicant.
- Organizations that act as fiscal agents are still eligible to apply for a Community Arts Grants for their organization.

EMERGING ARTS ORGANIZATIONS

- Emerging Arts Organizations - \$5,000 maximum award.
- Arts Organization must be based in Carlsbad, CA.
- Grants for smaller nonprofit organizations that are relatively new to the nonprofit community.
- Must have a nonprofit 501(c)(3) status of three years or less.
 - If 501(c)(3) status has not yet been attained, please provide proof of acting in alignment with the IRS definition of a nonprofit: possessing a nonprofit established mission, an advisory committee or a board of directors, and a history of activities directly related to the purpose of eligibility to attain nonprofit status.
 - Additionally, emerging arts organizations aspiring to a nonprofit status must apply through a fiscal agent.
 - Fiscal agents will be responsible for receiving awarded funds and dispersing them with a service fee of no more than 10% of the amount awarded to the applicant.
- Projects must take place in Carlsbad, CA and be accessible to the public, and benefit the community of Carlsbad.
- Projects must be representative of at least one of the following mediums/forms of artistic expression:
 - Dance
 - Original music composition/lyrics
 - Spoken word/poetry
 - Visual Arts that utilize sustainable or recycled materials

EDUCATIONAL INSTITUTIONS AND AFFILIATED GROUPS – ARTS IN SCHOOLS

Requests are only available to nonprofit schools or school-affiliated groups in Carlsbad, CA.

- Arts in Schools grants - \$3,500 maximum award.
- Funding Opportunity for one Year grants only Arts in Schools will be defined as programs, activities, and events that are primarily designed to be arts focused.
- Virtual events may be permitted to replace programs or projects normally held in person in Carlsbad, pending current community health and safety requirements and following staff review and approval.
- Individual schools and entities representing a school (such as foundations, booster organizations etc.) can submit a maximum of five (5) grant applications in these categories. See FAQ's for further information on acceptable categories:
 - Performing Arts
 - Visual Arts
 - Nontraditional Arts
- All five submissions cannot be from a single category.
- No in-school project funded through the Community Arts Grant may involve a full-time hourly or salaried employee in the school district in which they will be leading activities, performances or projects but may utilize teaching artists that are employed by any district.
 - Out-of-school programs may utilize teaching artists that are employed by any district.
- All partnerships must include a signed letter of agreement from the partnering entities.

APPLICANT INFORMATION

FY 2024-25 Grant Cycle Schedule

Feb. 12, 2024	Applications Open
Feb. 22, 2024	Applicant Workshop #1 @ Dove Library, Gowland Meeting Room, 4:30 – 6 p.m.
Feb. 24, 2024	Applicant Workshop #2 @ Cole Library, Community Room, 10:30 a.m. - 12 p.m.
Feb. 26, 2024	Applicant Workshop #3 via Zoom Webinar, 6 - 7:30 p.m.
Mar. 18, 2024	Application Deadline: applications must be submitted electronically by 11:59 p.m.
Mar. 25 - Apr. 15, 2024	Submitted materials are reviewed and scored by a peer panel consisting of local and regional artists, arts professionals, and educators
May 2, 2024	Funding plan presented to Arts Commission for review and approval
May 13 - June 28, 2024	Begin notifications/DocuSign agreements process. Deadline for completed DocuSign agreements is July 31, 2024. First award payments disbursed beginning Aug. 16, 2024
Sept. 3, 2024	Project/activity period opens.
Sept. 3, 2025	Project/activity period closes.
Oct. 3, 2025	All FY 2024-25 Final Reports are due. Grantees complete a Final Report within 30 days of the program end date or by Oct. 3, 2025, whichever comes first.

APPLICANT WORKSHOPS AND ONE-ON-ONE APPOINTMENTS

Application information and links, including online tutorials, will be available on the Community Arts Grants application portal. The following resources will be available for applicants in the fiscal year 2024-25 cycle:

- Applicant Workshops (virtual or in-person) will include a general overview of the grant process, application and procedures.
- **New applicants are required to attend at least one workshop.**
- **General one-on-one appointments** – Applicants may schedule a 30-minute appointment with grant program staff to answer questions about the process, application or other topics. These appointments will be dependent on staff capacity and availability. Applicants are required to attend at least one applicant workshop prior to the appointment. To schedule a one-on-one appointment, please call Wendy Sabin-Lasker, Community Arts Coordinator, at 442-339-5982.
- **Application review appointments** – Applicants may request applications be reviewed by Cultural Arts staff for general feedback, as staff time allows. These appointments will be available on a limited basis. All appointments must be made by Mar. 14, 2024. Staff is available for brief consultation by phone until the application period closes. Applicants are encouraged to schedule an appointment as early in the process as possible.
- Please note that staff will review applications for effective and impactful delivery of information and ensure completeness and clarity of the information supplied. Staff will not provide feedback on content, programming, or other project details.

PANEL REVIEW AND SCORING OF APPLICATIONS

Submitted applications are reviewed and scored by a virtual peer panel of local and regional artists, arts professionals, and educators. The panelists' scoring will inform a funding plan for review and final approval by the Carlsbad Arts Commission.

SCORING RUBRIC FOR ALL CATEGORIES (EXCEPT EMERGING ARTISTS)

Application scores will be based on the following criteria aligned with the Community Arts Grants mission. Panelists will be asked to undertake the following scoring recommendations and directives:

- Panelists will score applications on how closely the project(s) achieve the goals of the respective grant category.
- Panelists may be asked to convene to discuss the application's merits.
- Award amounts are determined via a formula that takes into consideration the total amount of available funds, the average scores of the applicants, and an assigned percentage based on those scores.

The scoring of applications will be based on the following criteria, with a maximum score of 50 points. The provided examples are for informational purposes only and are not meant to be exhaustive:

- **Quality of Program(s) (10 points)**
 - Reinforce accessible artistic and cultural opportunities and experiences for Carlsbad residents.
 - Provide arts education and lifelong learning opportunities for all ages.
- **Community Impact (30 points)**
 - Celebrate and promote Carlsbad as an exciting, vibrant, and creative destination for our community, students, as well as visitors and tourists throughout the world.
 - Support local and regional arts and cultural organizations as an important component of the economy and quality of

life in Carlsbad and North San Diego County.

- Accessibility of program for participants and audience members, including economic limitations under the Americans with Disabilities Act.
- Encouragement of programs that promote the representation and participation of diverse groups of individuals, including and not limited to people of differing abilities, class, generations, ethnicities and races, gender identities, religious or spiritual beliefs, sexual orientations and veteran status.
- **Organizational Capacity (10 points)**
 - Provide evidence of organizational strength and capacity to support the scope of the project/activity.

OTHER REVIEW AND SCORING INFORMATION

- Cultural Arts Office staff will review applications after the deadline.
- Applications deemed eligible will be forwarded to scoring panelists and reviewed within the context of the project or program as outlined in the application.
- Incomplete applications, or applications with incorrect information, will be deemed ineligible.

AGREEMENT REQUIREMENTS FOR GRANTEES

Upon approval of your application:

- Legal Agreement with the City of Carlsbad: To proceed with your project, you must first enter into a legal agreement with the City of Carlsbad. This is done using DocuSign, and the commencement of your project is contingent upon the completion of this agreement.
- Signing Authorities: All agreements MUST be signed by two officers listed on the Statement of Information filed with the California Secretary of State for your organization (or as listed on the most recent board roster). These officers should be those who are authorized to enter into legally binding agreements on behalf of your organization, such as CEO, CFO, Treasurer, Secretary.

One corporate officer from each of the following groups must sign the agreement:

Group A	Group B
Chairman,	Secretary,
President, or	Assistant Secretary,
Vice-President	CFO or Assistant Treasurer

Otherwise, the corporation must attach a resolution certified by the secretary or assistant secretary under corporate seal empowering the officer(s) signing to bind the corporation.

You can verify your status with the California Secretary of State and see the officers listed on the Statement of Information at this website: [Search | California Secretary of State](#). Further documentation of signature authorization will be requested if the most recent Statement of Information has not been filed.

Specific Entity Requirements:

- *Fiscal Agents*: The agreement must be signed by two officers from the fiscal agent's organization, as per organization's Statement of Information.
- *Educational Institutions*: A Signature Verification Form must be completed by the school principal and a district representative (e.g., Assistant Superintendent).
- *School-Affiliated Groups (i.e., school booster groups)*: Follow the same signature requirements as nonprofit organizations.

Signature of Agreement: Signing authorities must be sign in DocuSign within ten (10) business days of receipt.

IMPORTANT NOTE: Applicants who have been granted funding in previous cycles must meet all requirements from those past agreements before they are eligible to receive a new agreement for the FY 2024-25 cycle.

FINANCIAL MANAGEMENT

Grant recipients are required to maintain three (3) years of accounts, records and evidence pertaining to costs incurred and revenues acquired under the respective grant program. Grantees should be able to provide upon request:

- Accurate, current and complete disclosure of revenue and expenses for the project.
- Records that adequately identify the sources and application of funds for grant sponsored activities.
- Accounting records supported by source documentation – invoices, receipts, bank statements, etc.
- All awardees must provide documents within 30 days of receipt of request. This includes but is not limited to, agreements, revised project forms, final reports, and financial accounting.

PUBLIC ACKNOWLEDGEMENT

- **Grant recipients must acknowledge the Cultural Arts Office for its support of the project in printed, electronic and/or broadcast promotions.**
- **The following acknowledgment along with a City of Carlsbad Cultural Arts logo must appear on all printed and electronic materials: “This program is funded in part by the City of Carlsbad’s Cultural Arts Office.” This logo and guidelines for acknowledgment are available on the Community Arts Grants [webpage](#) or upon request.**
- **Grantees who fail to provide public acknowledgment may be denied future project funding.**

PROMOTION BY CITY

- Grantees are required to keep the Cultural Arts Office informed of all program dates and times.
- If the grantee wishes to participate in promotion through approved city channels, they may opt-in as part of the agreement. All participation in promotion through the city’s social media channels and other outlets, is subject to staff review, editing and approval prior to promotion.
- Grantees are encouraged and expected to:
 - Give notifications and invitations to the Cultural Arts Office staff that will be extended to the Carlsbad Arts Commission at least two weeks in advance of program.
 - Extensively promote funded events and projects with appropriate verbiage as indicated in “Public Acknowledgement” stipulated above.

FINAL REPORTS, SITE VISITS AND PROGRAM ATTENDANCE

The Cultural Arts staff may monitor grant projects during the grant cycle, including potential site visits. The reports of these visits will be included in grant application files and may provide a basis for evaluation of future requests.

Grantees will have an option to replace digitally submitted final reports with in-person site visits and/or interviews. Pending any health and safety mandates and protocols as outlined by state, county, local or other governmental bodies, these site visits/ interviews may be conducted by Cultural Arts staff and/or Arts Commissioner(s), as available, and appropriate to each grant. Grantees may still opt to submit on-line final reports in consultation with staff. In all cases, grantees will still be required to submit final budget forms digitally for staff review and approval.

If a grantee chooses to submit an in-person final report, all requests require prior staff consultation and approval. All final reports are due within 30 days of the completion of the event or Oct. 3, 2025, whichever comes first, to receive the final award payment. Excessively late submission of a final report may result in action taken per contract.

ASSISTANCE

Cultural Arts Office staff are always available to assist applicants. Please contact Wendy Sabin-Lasker, the Community Arts Coordinator, at wendy.sabinlasker@carlsbadca.gov or by phone at 442-339-5982.

POLICIES

- Once submitted, applications may be moved into a different category at the discretion of Cultural Arts staff. Notification will be made to the applicant.
- The City of Carlsbad reserves the right to limit funding amounts to any applicant, regardless of eligibility or panel score, based on fiscal year limitations.

- Cultural Arts Office staff actively review and evaluate all aspects of the funding program and process. Updates may occur throughout the funding calendar. Cultural Arts staff will provide information on program updates, to all grantees when they are implemented.
- Any significant changes or amendments by the grantee to approved projects must be submitted in writing to the Cultural Arts Office by the grantee before any grant funds are used, and before the execution of any altered activity. This includes, but is not limited to, changes in purpose, scope, services, target audiences, intended timeline, personnel, location, date, activities, or budget. This requirement will be included in the agreement.
- The Cultural Arts Office reserves the right to review, cancel or reallocate project funds significantly altered or shifted from stated goals in the original approved application and/or revised project form. Canceled funds must be returned to the Cultural Arts Office within thirty (30) days of written notification.
- No two entities (organization or school/affiliated groups) may apply for funding for the same project.
- Applicants may only apply to one category per funding cycle.

OTHER INFORMATION

Carlsbad Arts Commission Meetings:

Carlsbad Arts Commission meetings are public and held the first Thursday of every **other month** throughout the year **starting with Feb. 1, 2024. A meeting will be held in late spring 2024, date to be determined, to approve the FY 2024-25 Community Arts Grants Funding Plan.** For more information about the duties of the Carlsbad Arts Commission and its meetings, visit the Arts Commission [webpage](#).

HOW TO APPLY

Application

All applications must be submitted online. The application is comprised of approximately five main sections, some of which include long-answer sections and attachments. The application is available at the Community Arts Grants [webpage](#).

- **Organization Information:** An updated Statement of Information and approved signatories must be submitted for applications to be accepted.
- **Project Information and Narrative**
- **Project Support Information**
- **Budget:** A budget form and budget sample can be found at the Community Arts Grants [webpage](#).
- **Signatory Information**

APPENDIX 1: COMMUNITY ARTS GRANTS FAQ'S

Are there any organizations that are ineligible to receive Community Arts Grant funding?

Yes. For-profit organizations are ineligible to receive funding through the Community Arts Grants program. This includes for-profit schools and businesses.

Can I apply to more than one category?

No. Unlike previous grant cycles, artists and organizations may only apply to ONE category per fiscal year grant cycle.

What projects are eligible for the Emerging Arts Organization category?

Projects must be representative of at least one of the following mediums/forms of artistic expression:

- Dance
- Original music composition/lyrics
- Spoken word/poetry
- Visual Arts using sustainable or recycled materials

What arts organizations qualify to apply in the Emerging Arts Organization category?

- Arts Organization must be based in Carlsbad.
- Must have a nonprofit 501(c)(3) status of three (3) years or less:
- If 501(c)(3) status has not yet been attained, please provide proof of acting in alignment with the IRS definition of a nonprofit; possessing a nonprofit established mission, an advisory committee or a board of directors, and a history of activities directly related to the purpose of eligibility to attain a nonprofit status.
- Additionally, emerging arts organizations aspiring to a nonprofit status must apply through a fiscal agent.

Is attendance required for the workshops and information sessions?

Workshop attendance is required all for new applicants and those applying in the Emerging Arts Organization category. Workshop attendance by returning awardees is highly recommended as an opportunity for staff to guide and assist applicants in the FY 2024-25 Community Arts Grants application process.

How are final awards decided?

All award amount decisions consider the total amount of funding available, scores from panelists, and the request from the applying entity. After panelists score, Cultural Arts staff will create a funding plan based on these factors, which is forwarded to the Arts Commission for final approval.

Can one school site apply for multiple Educational Institutions (or Arts in Schools) grants?

Yes. Individual schools and entities representing a school (such as foundations, booster organizations etc.) can submit a maximum of five (5) grant applications per educational institution amongst the list below; all five (5) submissions cannot be from a single medium.

Examples of Acceptable Mediums:

- Performing Arts, including Dance and Music and Theatre
- Visual Arts, including Graphic arts, Ceramics, Film, Photography
- Nontraditional Arts: including Performance Art, Spoken Word/Poetry, Culinary Arts.

APPENDIX 2: INELIGIBLE ORGANIZATIONS AND ACTIVITIES

The City of Carlsbad will NOT award Community Arts Grants to:

- For-profit organizations, schools, and businesses.
- Organizations and/or affiliates that are directly or indirectly participating in, or intervening in, any political campaign on behalf of (or in opposition to) any candidate for public office.
- Governmental agencies or public authorities.
- Applicants that have a “delinquent” status with the Community Arts Grants funding programs.
- Retroactive funding for completed activities.
- Religious and/or sectarian programming or any programming and/or services solely for the promotion of or consumption by a specific religious order and/or sect.
- Cash reserves or endowments of any kind. Awards are to be expended within the designated funding period.
- Capital expenditures, including construction, renovation, or purchase of real property.
- Applications that do not support nonprofit, public art activities or projects that benefit a for-profit business or activity.
- Projects through a fiscal sponsor that benefit the sponsoring organization or are an extension of the sponsoring organization’s programs or services.
- Support groups and/or nonprofit organizations supporting city departments or facilities.
- General operating costs, including costs associated with the start-up of a new organization.
- Applications to reduce existing deficits.

Funding may NOT be used for:

- Fundraising expenses.
- Consultants who are members of an applicant’s staff or board.
- Political campaigns or lobbying activities.
- Payments to students.
- Endowments or endowment campaigns.
- Scholarships, fellowships or tuition assistance.
- Costs incurred before the start of the funded project or outside the funding period.
- Project or activities outside the City of Carlsbad limits.
- Entry fees for competitions or sponsorship fees.
- Pageants, fund-raising events, or hospitality costs.
- Private foundations or other re-granting organizations.
- Religious or doctrinal purposes, although faith-based organizations may apply for program support.
- Publication of manuscripts or compositions not created as part of a grant-supported project.
- Purchase of monetary awards, cash prizes, contributions, or donations.
- Professional development for staff and board members.
- Scholarly or academic research, tuition and activities which generate academic credit or formal study toward an academic or professional degree.
- Creation of textbooks.