

APPLICATION FORM

2014 – 2015 SFAC GRANT ALLOCATION \$ 612,608.00

CONTACT INFORMATION:

ORGANIZATION NAME: African American Art & Culture Complex

STREET ADDRESS: 762 Fulton Street

CITY/STATE/ZIP CODE: San Francisco, CA 94102

EXECUTIVE DIRECTOR: Kimberly Hayes

OFFICE PHONE: 415-922-2049 EMAIL: kimberly@aaacc.org

IN CASE OF EMERGENCY/ CELL PHONE: (646) 642-7349

complete
8/19/14

SIGNATURE: Kimberly Hayes

DATE: 7/23/14

(SUBMITTED BY PERSON AUTHORIZED TO SIGN CONTRACTS, REPORTS, AND INVOICES)

PRINTED NAME: Kimberly Hayes TITLE: Executive Director

HOURS OF OPERATION: M-F 9AM – 8PM, SAT 9AM – 5PM
(IF OPERATING A FACILITY)

MPP APPLICATION CHECKLIST:

Please be sure the Management and Programming Plan includes all of the following:

- Completed Management and Programming Plan with signature
- SFAC Grant budget (projected income and expense) and organizational budget for FY 2014-2015
- Organization Chart with staff (including contractors and volunteers)
- Resumes for key staff (if staff has changed) including executive director, facility manager, and bookkeeper
- Personnel Policies and Procedures (if this has changed)
- Current list of Board of Directors with contact information (if members have changed)
- Proof of Insurance Policies including the following: Worker's Compensation, General Liability, Automobile Liability, and Property Insurance
- List of sub-tenants
- List of building rental rates for the public and sub-tenants
- List of office rates for the sub-tenants

NARRATIVE QUESTIONS:

The San Francisco Arts Commission's Cultural Center Program is prioritizing the following four goals based on our Charter Mandate and the 2014-2019 Strategic Plan. **Please use up to four pages** to describe how your organization will achieve these goals this year noting SMART (specific, measurable, attainable, realistic, and time-sensitive) goals, objectives and outputs.

- **Support cultural equity and access to high quality arts experiences for all**
 - What are your programmatic and curatorial goals? What is your organization's creative decision making process? How is your constituency engaged in developing programs?
 - How does your organization serve a diverse audience? Who is your current audience and how will you assess this?
- **Support artists and arts organizations**
 - How does your organization provide employment or earned income opportunities for artists?
 - How does your organization provide technical assistance and professional development opportunities for artists and arts administrators?
 - What is your organization's strategy for integrating these opportunities into programming?
 - What are the needs around artist work, rehearsal, and presentation space in your community? How is your organization addressing those needs?
- **Play a critical role in strengthening neighborhoods and communities**
 - How does your organization gather information about community needs? How does your organization decide to create and implement programming that responds to those needs?
 - What kinds of artistic collaborations (creative decision making between the Center and one or more external partners with a written agreement outlining goals, roles, and responsibility) will your organization foster with artists, arts organizations, service organizations, non-arts entities, and other community stake holders?
- **Invest in a vibrant arts community**
 - How does your organization develop staff and artistic leadership that can contribute to the arts ecosystem? What systems are in place to encourage and allow them to do this work?
 - In what way does your organization strive to provide livable wages and benefits to your staff?

Programmatic and Curatorial Goals

AAACC aims to increase the quantity and frequency of programming by streamlining internal programming and expanding offerings with key external partnerships.

Curatorial Objectives include continuing to produce five to seven visual art exhibits annually and exposing the community we serve through 9-12 *Art Talks*, *Art & Culture Think Tanks*, and film screenings, as well as other unique programs that compliment the visual art exhibits. We plan to provide at least two to three artists with commissioned mural projects in partnership with AAACC and dedicate a room in the facility as a “pop-up” painting studio for artists who want to explore, provide artistic expression in a public platform. Our goal is to partner with our six resident art organizations and youth programs to increase programming and visibility through at least three new projects involving new artists and youth to be tied exclusively to the AAACC. We will create quality exhibit-related events before each exhibit opens to provide an opportunity for artists to interact with the local community and art producers. There will be a plan developed to create a more aggressive social media presence that represents our organization in its fullest capacity.

Our Programming Objectives will seek to increase the overall quality and scope of youth programming by spring 2015, including a 3% increase in participation and opportunities to engage youth in interactive arts education, workforce development, critical thinking workshops, internships and mentorship at the center. There will also be an increase adult programming, including interactive arts education, fitness education and workforce development. We want to increase collaboration/partnerships with community-based organizations and the San Francisco Unified School District to expand programming opportunities available to at least 15% more youth by the spring of 2015. We will continue to develop our Recording Studio Program and resources by seeking donations for top-of-the-line equipment as well as offer additional opportunities for youth to participate in Project Level's four month program, which teaches youth audio engineering, artist development, and details on music industry. We hope to increase our grant funding to continue to offer youth programming and host how-to workshops on relevant subject matter that will help with the development of creativity and self-expression among the youth which will enable more young people to participate in visual and performing arts classes. We will create a Black Box Theater program to showcase the work of up-and-coming playwrights of African descent.

Creative decision-making process/ Constituency engagement in Program Development

All requests to program at the AAACC are presented to the executive director and from there a consultation happens with the department most appropriate to partner with for the success of the project. Decisions are made based on the most suitable connection of the proposed project with the center's mission statement. If the proposed program is a good fit, there is a determination on how best to incorporate the programming into overall strategy. We are always looking for ways to develop new programming so we are receptive to all pitches for programming from the community we serve and otherwise. Our constituency is always encouraged to bring their ideas to us and we as a community can build on them so

they are able to see representation of themselves. We pride ourselves in the inclusion of homegrown talent and strive to showcase that talent to the neighborhood and city at large.

Serving a diverse audience/ Audience Assessment

The AAACC is committed to diversity as a part of the organization's mission. Although our cultural center is designed to serve the African-American demographic in the Western Addition community, we strive to provide programming that represents every culture that the city has to offer. Our partnerships with other organizations make it possible for us to continue to provide variety in our programming contributions that is representative of the larger San Francisco community. Our current audience is assessed by our constituency that attends and participates in current programming. We serve more than 5,000 members of our community annually ranging in age from 5-75. We are presently monitoring our audience through our participation in a multi-member research grant with the Hewlett Foundation focusing on audience development. Our assessment finds that our audience includes 91% African-Americans, 5% Hispanic-Americans, 4% White/Other ethnicity and LGBT and underprivileged youth (male and female).

Employment/Earned Income opportunities for artists

At AAACC, we target at 50-75 Bay Area artists per fiscal year to include in all 6-8 of our gallery exhibitions to maximize exposure for the work that these artists are featuring in their collections in hopes of yielding profits in exchange for their work. We also create opportunities to employ at least 20 independent artists by collaborating with our youth programs to hire artists to teach in five out of ten classes in their respective areas of expertise. At our four big annual events, we provide a public platform for over 30 artists to be featured through performance art or visual arts with a visibility that extends throughout our community.

Technical assistance/Professional development opportunities for Artists/Arts Administrators

Our organization provides technical assistance by offering discounted services and direction from our on-site technician to assist in ensuring that all exhibitions and programming is successful by applying the tools necessary for a seamless in-house production. Professional development for artists and arts administrators is offered through classes advertised with our organization and referrals of other agencies we partner with such as Armanino, SF Expanded Learning Collaborative, DCYF and Compass Point that offer services in support of professional development.

Organizational Strategy for Program Integration

As audiences decrease across the country, and our demographic continues to turn toward the Internet and other forms of digital entertainment for arts, culture and a communal sense of belonging, AAACC believes a pivot toward more flexible, community-driven programming will lead to greater numbers and retention. To this end, technical assistance, professional development, and the creation of key partnerships with up-and-coming artists/art administrators provides the best opportunities for effective new programming.

AAACC will collaborate/develop hands-on curricula, community outreach/interactions and evaluations with featured artist. Also, we plan on conducting four *Art & Culture Think Tanks* this fiscal year (one each quarter), where local artists, art administrators, arts organizations (receiving technical assistance from AAACC), community and youth leaders come together to discuss key issues affecting the arts community. These “connectors” will then be asked to leverage their individual network to increase participation and engagement at AAACC. The overall aim is to nurture the next great artist of African descent, going beyond the finished artwork by involving the community more deeply in the process of art making, community building and cultural bettering.

Addressing Artist Needs/Community Work & Presentation Space

The need for artist work space, quality rehearsal space and presentation space is great in our community especially with the growing closure of many art organizations/facilities around the bay area. AAACC is currently addressing these needs with low-cost facility rentals for events, performances, meetings and art space. We experienced success by creating an opportunity to showcase work by 30 local artists through a new rotating art series where artwork was on display for a month in between planned exhibitions. Based on the success of that showcase, we will implement at least three rotating art series in the upcoming fiscal year to provide the same opportunity for at least 75 local artists throughout the rotation series.

We also maintain low-cost office rentals to a number of community-based arts organizations including Cultural Odyssey, African-American Shakespeare Company and AfroSolo. In partnership with these long-standing organizations in our center, we provide them with the opportunity to continue their work in-house with deeply discounted facility rental rates to ensure continued programming to our immediate community. With our Black Box playwright program, we aim to offer more opportunities to at least ten up-and-coming community-based artists this fiscal year.

Information Gathering/ Programming Response to Community Needs

The AAACC supports, sustains and advances our rapidly declining community in the following ways. We are in the process of creating a new strategic plan to address the community needs. Over the last 20 years, the African-American population in San Francisco has plummeted from over 13.4% to just 5.7% (*US Census; SFGate*). With such a precipitous decline, useful answers and meaningful strategy can only come through community needs finding (i.e., a qualitative study aimed at locating the experience(s), activities and impacts our community needs to thrive). We are in the process of raising funds to administer this study and plan on completing it December 2015. Based on this study, programming will be implemented that responds directly to the research that indicates what is most needed in our community. Arts are vital to the life of the community and in response to the decline in the African American demographic in our city, we will need to provide at least 10% more accessible programming that attracts interest for African Americans in the Western Addition so there is an answer to their needs of visibility in our community and city at large.

Artistic Collaborations

In addition to our current collaborations with African-American Shakespeare Company, Handful Players, Cultural Odyssey, Robert Henry Johnson, University of San Francisco and numerous other visual artists, the Complex is working toward new key partnerships with YBCA (Marc Bamuthi Joseph, Director of Performing Arts at YBCA is a new board member), MoAD, BAVC, DeYoung Museum, San Francisco State University, the Eastside Arts Alliance, Black Girls Code (BGC) and Ankh Marketing (AM). BGC will be working with our young women on skill-based technology education and with AM on more effective utilization of the facilities for live events. Our collaboration with these partners will help strengthen community relationships, expanding visibility and assure sustainability of the center.

Staff Development/Artistic Leadership

Our organization has a commitment to developing staff and ensuring that our staff exhibits qualities of excellence in a competitive arts environment. To this end, our staff has been trained in quality team building practices at an annual staff retreat to encourage internal collaborations while fostering an environment that welcomes partnership and creativity. Based on feedback from staff, we established an understanding that opportunities to learn and assist in professional development can be honored if said opportunity is aligned with individual job responsibilities. In the last year, our staff has attended 36 conferences, workshops, seminars, webinars and symposiums through the National Arts Guild, Armanino, Rockwood Leadership Conference, Allied Media Conference, CompassPoint, and The Foundation Center.

We continue to advance relationships with arts professionals that provide proficiency in areas that contribute to the overall arts ecosystem. With a dedicated budget to staff development, employees are encouraged to attend conferences and workshops that can develop skills in areas of interest that will further their path in doing the work they do that inspire others through the arts.

Livable Wages/Benefits for Staff

In an environment where the cost of living is amongst the highest in the country, we are trying to do a better job with managing the way employees are compensated by comparing pay across similar organizations and using compensation practices that are grounded in actual data. We want to take advantage of tools that help us to gauge the cost of living factors that make us competitive with other non-profits around the bay area that are similar in size to our organization. In consideration that livable wages don't necessarily equate to excess, we want to ensure that fair wages are what employees are receiving. To balance fair wage practices, we established an employee performance review process to gauge effectiveness of each employee, a merit-based system designed to garner regular salary increases. We hope to regularly increase employee salaries by 3-5% (standard) to boost morale and promote value amongst staff within reasonable budget allowances. We are happy to report that every staff member received a salary increase with the aid of the COLA increase added to our overall budget for the 2013-14 fiscal year.

DATA COLLECTION:

This information ties in to the goals and objectives you've described in your narrative response. They should be consistent with your narrative and your financial reports.

1. Total amount of money expected to be spent on artist fees and commissions: **\$10,000**
Please do not include money paid by fiscally sponsored projects.
2. Total percent of your budget expected to be spent on artist fees and commissions?
(\$ paid to artists/total expenses): **.07%**
3. Total value of space provided for arts and cultural activity, according to your organization's published rates: **\$78,022**
4. Total value of discounts provided on space for arts and cultural activity: \$ amount **\$61,754** and **79%** (\$ received/true value based on published rates)
5. Total value of support services provided for arts and cultural activity, according to your organization's published rates. **\$25,000**
6. Total value of discounts on support services provided: \$ amount **\$15,000** and percentage (discount amount /actual value) **167%**
7. Number of artistic collaborations (defined above): **4**
8. Average amount of money spent on professional development per FTE (\$ spent/# of FTE): **\$501**
9. Number of employees who attended professional development activities: **7**

BUDGET AND REVENUE TARGET:

Complete the following budget for FY15 following the definitions described by the CCDP.

Budget notes are required for 1) the line items with an asterisk and 2) for significant changes from the previous year (increase or decrease by 50 percent) to explain external or unusual factors and how you arrived at those figures.

	EARNED	
1	Admissions	
2	Ticket Sales	
3	Tuitions	3000
4	Workshop & Lecture Fees	4000
5	Touring Fees	
6	Special Events - other	1000
6a	Special Events - Non-fundraising	
7	Gift Shop/ Merchandise	3500
7a	Gallery/Publication Sales	1000
8	Food Sales/ Concession Revenue	
8a	Parking Concessions	30000
9	Membership Dues/Fees	
10	Subscriptions - Performance	
10a	Subscriptions - Media	
11	Contracted Services/ Performance Fees	19400
12	Rental Income - Program & Non Program Use	62228
13	Royalties/Rights & Reproductions	
14	Advertising Revenue	
15	Sponsorship Revenue	
16	Investments-Realized Gains/Losses	
17	Investments-Unrealized Gains/Losses	
18	Interest & Dividends	
19	Other Earned Revenue	
20	Total Earned Revenue	124128
	SUPPORT	
21	Trustee/ Board Contributions	25000
22	Individual Contributions	25000
23	* Corporate Contributions	
24	* Foundation Contributions	50000
26	* Government – City & County	721477
27	* Government - State	
28	* Government - Federal	19793
28a	Tribal Contributions	
29	Special Events - Fundraising	5000

30	* Other Contributions	
30c	Related Organization Contributions	100231
31	* In-Kind Contributions	
32	Net Assets Released from Restrictions	

33	Total Contributed Revenue and Net Assets Released from Restrictions	
34	Total Earned and Contributed	1016529
	Total Earned and Contributed (minus your SFAC allocation)	403921
	Previous Year's Total Revenue	994671
	Was the 20% Revenue Target met?	yes
37	Of the total unrestricted revenue reported on line 34, what was the total amount intended for operating/programmatic purposes?	yes
38	Of the total unrestricted revenue reported on line 34, what was the total amount intended for capital purposes?	no
39	Total Operating and Capital Revenue	1016529

		TOTAL ORG.	SFAC GRANT
	EXPENSES		
1	* Salaries	365900	274100
2	Commissions		
3	Payroll Taxes	27000	5517
4	Health Benefits	36260	22755
5	Disability		
6	Workers' Compensation	5500	
7	Pension and Retirement		
8	* Benefits, Other		
9	Total Salaries and Fringe	434660	293272
2	Accounting & Audit	85000	50000
3	Advertising and Marketing	4000	3000
4	Artist Commission Fees	58433	23333
4a	Artist Consignments		
5	Artist & Performers - Non-Salaried	10000	6000
6	Audit		
7	Bank Fees	500	300
8	Repairs & Maintenance	20000	11667
9	Catering & Hospitality	5000	
10	Collections Conservation		
11	Collections Management		
12	Conferences & Meetings	1000	
13	Contractors (Instructors)	59619	
14	Depreciation		

15	Dues & Subscriptions	1000	
16	Equipment Rental	7000	5000
17	Facilities - Other	95000	63638
18	Fundraising Expenses - Other	3000	
19	Fundraising Professionals	5000	
20	* Grantmaking Expense	101688	101688
21	Honoraria	500	
22	In-Kind Contributions	500	
23	Insurance	15000	12000
24	Interest Expense		
25	Internet & Website	4000	
26	Investment Fees		
27	Legal Fees	1000	
28	Lodging & Meals		
29	* Major Repairs	3000	
30	Office Expense - Other	3000	1500
31	* Other		
32	Postage & Shipping	2000	
33	Printing	5000	5000
34	Production & Exhibition Costs	12500	10000
34a	Programs - Other		
35	Professional Development	5000	
36	* Professional Fees: Other	6720	1000
37	Public Relations		
38	Rent		
38a	Recording & Broadcasting Costs	3000	
38b	Royalties/Rights & Reproductions		
39	Sales Commission Fees		
39a	Security		
40	Supplies - Office & Other	8681	5000
41	Telephone	12500	10000
42	Touring		
43	Travel	1811	
44	Utilities	20000	11667
45	TOTAL EXPENSE	993655	612608
	Total Expenses Less In-kind		
46	Change in Net Assets		

**AAACC CCDP Budget Notes
FY 2014-2015**

REVENUE

Line 23* Corporate Contributions: (Decreased by 50+%) – Executive Director shifting focus from corporate contributions this fiscal year to seeking gifts from major donors. These may include corporations, NGOs, community based organizations or private micro-enterprises. Funding is not secured. Sources identified and secured in development and TBA by Interim Executive Director.

Line 24* Foundation Contributions: AAACC is seeking funding from AT & T Foundation to support youth programming for 14-15. Funding 0% secured for 14-15. Refunding Application Deadline is September-October 2014.

Line 26* Government City & County: This line item includes San Francisco Art Commission in the amount of \$623165 and the Department of Children & Family Services in the amount of \$200,000.

Line 27* Government – State: The Agency does not have plans to seek funding for this line item in FY 14-15.

Line 28* Government – Federal: The Agency does not have plans to seek funding for this line item in FY 14-15.

Line 30* Other Contributions: The Agency did not plan to seek funding for this line item in FY 14-15.

Line 31* In-Kind Contributions: The Agency did not plan to seek funding for this line item in FY 14-15. However, AAACC did receive In-Kind legal services to be completed by the first quarter of FY 13-14. AAACC has not received a tally from the attorneys to date.

EXPENSE

Line 1* Salaries: Salaries will not increase for FY 14-15 and include a COLA increase from FY 13-14 that will continue for FY 14-15.

Line 4* Artist Commission Fees: (Increased by 50+ %) –The AAACC will look to integrate local artist education with visual arts and youth art, music, dance education. The AAACC seeks to increase the amount of revenue paid to **associate** visual artists, musicians, theatrical performers, and dancers.

Line 8* Benefits Other: The Agency does not have plans to fund this line item in FY 14-15.

**AAACC CCDP Budget Notes
FY 2014-2015**

Line 13* Contractors (Instructors): Line item is captured in the Agency's organizational budget as cost expense associated with youth programs.

Line 20* Grant-making Expense: This line item includes sub-grantee Queer Cultural Center (QCC) and fiscally sponsored agency AfroSolo to date.

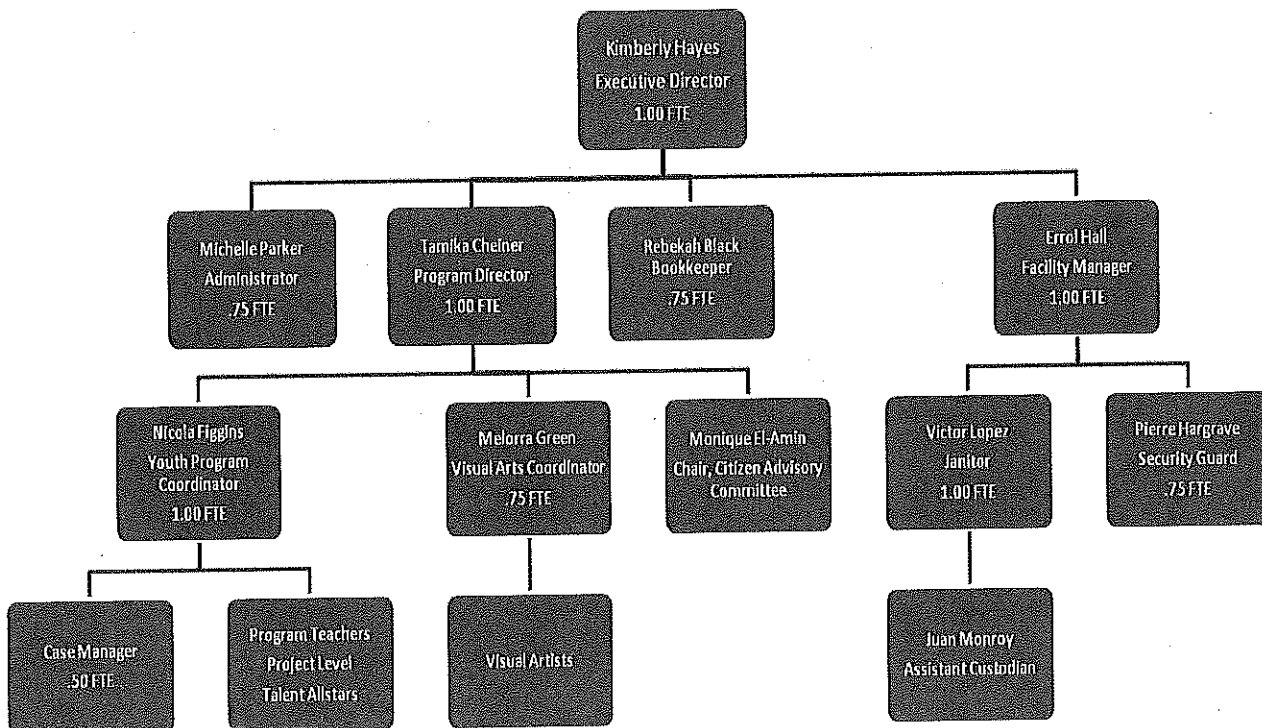
Line 29* Major Repairs: This line item includes hardware and facility housekeeping upgrades.

Line 31* Other: The Agency does not have plans to fund this line item in FY 14-15.

Line 36* Professional Fees: (Increased by 50+ %) – Additional fees planned for systems analysis.



AFRICAN AMERICAN
ART & CULTURE
COMPLEX



African American Art and Culture Complex Board of Directors (last updated June 2014)

First	Last	Title	Organization	Email	Phone	Officer Position
Julian	Hill	Lieutenant	SF Police Officer	jtrouble@aol.com	707-310-1152	
PJ	Johnston	Consultant	PJ Johnston Communications	pj@pjcommunications.com	415-260-8417	
Nichole	Jordan	Director, Customer Accounts	C3 Energy	nikki.starr.jordan@gmail.com	415-336-7679	President
Patty-Jo	Rutland	Consultant	The Rutland Group	prutland@therutlandgroup.org	415-677-4246	Treasurer
Arnold	Townsend	Commissioner	SF Dept of Elections, City and County of SF	revtword@hotmail.com	415-407-6359	Secretary

Honorary Board Members

Willie L.	Brown	Former Mayor	City and County San Francisco
Samuel L.	Jackson	Actor	
Delroy	Lindo	Actor	
Vernon	Davis	SF FortyNiners	



CERTIFICATE OF LIABILITY INSURANCE

OP ID: MJ

DATE (MM/DD/YYYY)
10/08/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BPIA Business Professional Insurance Associates 1519 South B Street San Mateo, CA 94402 Debbie Upland INSURED African American Art & Culture 782 Fulton Street #300 San Francisco, CA 94102	850-341-4484 650-341-4465	CONTACT NAME PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL: PRODUCER CUSTOMER ID #: AFRIC-1	INSURER(S) AFFORDING COVERAGE INSURER A: Great American Insurance Group INSURER B: New York Marine & Gen. Ins. Co INSURER C: INSURER D: INSURER E: INSURER F:	NAIC #
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDITIONAL CODES (RRR, WWS)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A <input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-SECT <input type="checkbox"/> LOC	X	PAC 8049344	10/08/13	10/08/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000
A AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> Hired AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		CAP 4883906	10/08/13	10/08/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
B WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WC201300000300	10/09/13	10/09/14	<input checked="" type="checkbox"/> WC STAT. TORT LIMITS <input type="checkbox"/> OTH. ER. E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The San Francisco Arts Commission, The City & County of San Francisco, its officers, agents and employees are named as Additional Insured/Loss Payee with respects to Insured's interests.
 Additional Insured applies to the general liability policy only per form CG2026 0704.

CERTIFICATE HOLDER City & County of San Francisco San Francisco Arts Commission 25 Van Ness Avenue, Ste 345 San Francisco, CA 94102	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



AFRICAN AMERICAN
ART & CULTURE
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African American Art & Culture Complex
Subtenants

SUBTENANT	OFFICE RENTAL RATE
Cultural Odyssey	\$200/month
AfroSolo Theatre Company	\$268/month
African American Shakespeare Company	\$351/month
Community Grows	\$81/month
African American Historical and Cultural Society	\$200/month

AFRICAN AMERICAN ART AND CULTURE COMPLEX
AVAILABLE VENUES

Buriel Clay Theater

The renowned Buriel Clay Theatre is located on the first floor of the African American Art and Culture Complex. Seating capacity: 203 seats* the facility has hosted dance productions, musical concerts, theatrical dramas, film and video screenings, conferences, seminars, monthly jazz events and workshops. (2752 Sq. Ft.)

Sargent Johnson Gallery

Recently renovated, the Sargent Johnson Gallery is adjacent to the first floor lobby and is used for art exhibits and public speaking engagements. Room capacity is 50. (772 Sq. Ft.)

Hall of Culture

The Hall of Culture is a multi use venue/event space used for social events, wedding receptions, lectures and dance workshops. It is able to accommodate 250 standing or 250 seated. The room amenities include a stage and dance floor. Tables and chairs are available upon request and are included in the rental fees. (3484 Sq. Ft.)

Nia Room

50 seated or standing the "Nia" room (which means "purpose") is used for motivating film and lecture series, training sessions, and after school academic programs including creative writing workshops. (760 Sq. Ft.)

Dance Studio "A"

The mirrored walls in this charming third floor studio provide a cozy atmosphere suited for rehearsals, classes and workshops. Types of dance classes include Afro-Haitian, ballet, step and hip hop. The room capacity is 60 people. (1086 Sq. Ft.)

Dance Studio "B"

Located on the second floor with its colorful mural in the background, this studio is suitable for dance rehearsals, drumming classes, yoga and acting classes. The room capacity is 60 people. (1402 Sq. Ft.)

Conference Room

The conference room, located on the third floor of the complex is ideal for business, club or group meetings and writers workshops. The room can comfortably seat 25. (560 Sq. Ft.)

**AFRICAN AMERICAN ART AND CULTURE COMPLEX
EVENT VENUE RATE SHEET**

Buriel Clay Theatre	Standard Rate	\$840.00 per 4 Hours
	Non Profit Rate	\$570.00 per 4 Hours
	Holiday Rate*	\$1,000.00 per 4 Hours
Theatre Rehearsals	Standard Rate	\$100.00 per 2 Hours
	Non Profit Rate	\$75.00 per 2 Hours
Sargent Johnson Gallery**	Standard Rate	\$110.00 per 2 Hours
	Non Profit Rate	\$85.00 per 2 Hours
Nia Room	Standard Rate	\$240.00 per 2 Hours
	Non Profit Rate	\$180.00 per 2 Hours
Dance Studio "A"	Standard Rate	\$110.00 per 2 Hours
	Non Profit Rate	\$80.00 per 2 Hours
Dance Studio "B"	Standard Rate	\$110.00 per 2 Hours
	Non Profit Rate	\$80.00 per 2 Hours
Conference Room	Standard Rate	\$110.00 per 2 Hours
	Non Profit Rate	\$80.00 per 2 Hours
Hall of Culture	Standard Rate	\$1,000.00 per 6 Hours
	Non Profit Rate	\$700.00 per 6 Hours
	Holiday Rate*	\$1,300.00 per 6 Hours

*Holiday Rates apply for the entire month of December, January 1 (New Year's Day), January 21 (Martin Luther King Day), February 18 (President's Day), May 27 (Memorial Day), July 4 (Independence Day), September 2 (Labor Day), October 14 (Columbus Day), November 11 (Veterans Day), November 28 (Thanksgiving Day), November 29 (Day after Thanksgiving). **Exhibits are coordinated through the Visual Arts Programming Committee for AAACC. Use of the Sargent Johnson Gallery provided for speaking engagements only. Non Profit Rates apply ONLY to those with 501c3 status and ONLY on non-Holiday event days. Proof of 501c3 must be provided.