

SAN FRANCISCO ARTS COMMISSION
2012-2013 Management and Programming Plan

Deadline: Open submission

2012 – 2013 SFAC/HTF Grant Allocation \$ 474,206 (estimated)

Contact Information

Organization Name: African American Art & Culture Complex _____

Street Address: 762 Fulton St _____

City/State/Zip Code: San Francisco, CA 94102 _____

Executive Director: London Breed _____

Telephone: 415-922-2049 _____ Fax: 415-922-5130 _____

In case of emergency/ cell phone: 415-850-9810 _____

E-mail Address: info@aaacc.org _____ Website: www.aaacc.org _____

Twitter: yes _____ Facebook yes _____

YouTube yes _____ Flickr _____


Hours of Operation:

Office: Mon (closed), Tue-Fri 10:00am-6:00pm

Building: Mon-Fri 9am-8pm, Sat 9:00am-5:00pm, hours vary based on events

Gallery: Tue-Sat 12pm-5pm

(if operating a facility)

Signature:  Date: 8-28-12
(Submitted by person authorized to sign contracts, reports, and invoices)

Printed Name: London Breed Title: Executive Director

CHECKLIST:

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

- Completed Management and Programming Plan
- Signed original form
- SFAC/HTF Grant Budget (projected income and expense) and organizational budget for FY 2012-2013
- 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)
- List of Board of Directors with contact information (if members have changed)
- Proof of Insurance Policies including the following: Worker's Compensation, General Liability, and Automobile Liability
- List of rental rates

Cultural Center Goals

The Hotel Tax Fund is allocated to the Arts Commission to “support the operation, maintenance and programming of the City-owned community Cultural Centers to assure that these Cultural Centers remain open and accessible and remain vital contributors to the cultural life of the City.”

1. What goals (what you hope to achieve) and objectives (how you plan to get there) does your organization plan to achieve this year? How do the goals and objectives build on the accomplishments from the previous year? What challenges will your organization face this year and how will you address them? [Response should be no more than 2 pages, single spaced, in Times Roman 12 point]

The goals and the objectives for the 2012-2013 fiscal year for the African American Art & Culture Complex (AAACC) will focus on our five primary strategic areas of development:

- Visual Arts
- Performing Arts
- Community Involvement & Collaboration
- Youth Programming
- Case Management

Visual Art

The main goal of the Visual Arts Department at the African American Art and Culture Complex is to utilize each of our art galleries to celebrate art through the promotion, exhibition and documentation of Black visual culture – with a focus on exhibiting works by African American artists from San Francisco, the greater Bay Area, and beyond.

With 5-7 exhibits annually, the main goal for the 2012 – 2013 fiscal year is to use art as a tool to educate, engage and enlighten the community about various aspects of African American life that may not be traditionally provided through visual art exposure. Through exhibitions like *The Uncle Junior Project (September 2013)*, the entire Bay Area will learn about the African American presence in the circus community. Another exhibit we are excited about is the upcoming thought-provoking exhibition entitled *Black Woman is God (June 2013)*, which will challenge the limited artistic and historical space deemed appropriate for black women to occupy and question the black woman’s role in the Deity concept.

To enhance our many exhibitions, we will hold “Art Talks” on relevant topics, screen related films, and provide unique programs. We also plan to continue providing artists with commissioned mural projects and “live painting” opportunities at numerous events throughout the city including the de Young Museum and other outdoor events, where they will have a chance to expose a wider audience to their art. We also plan to provide program opportunities for new and emerging artists through creative means. We will be dedicating the Nia room as a “drop in” painting studio for artists in August 2012. We plan to provide basic art materials (paint, canvases, brushes, etc.) for new artists who want to explore, and established artists who just need a space with proper lighting to paint.

Our ongoing challenges are holding artists accountable for programming events during exhibitions and having funds to support artists in our drop-in studio. To address the first issue we

will implement a two-event limit. If the curator/art group can follow through with two events we will provide more options and opportunities. We will also include this in our MOUs with them. To obtain funds for our drop-in studio we will pursue individual gifts and grants.

Performing Arts

Important goals of the AAACC are to work more with our resident organizations to improve artistic programming, develop more partnerships and collaborations, and work more with local, bay area and international artists. The AAACC plans to communicate on a regular basis with Resident Art Organizations to define a clear artistic programming plan.

The AAACC is thankful to announce another great Performing Arts Season. We are working with a number of our Resident Art Organizations on some exciting projects. *African American Shakespeare Company* will be presenting the following theater productions for 2012-2013: Cinderella in December 2012, Mary Wives of Windsor in March 2013 and Cat on a Hot Tin Roof in May 2013. *Afrosolo* will be presenting the 19th annual AfroSolo Arts Festival that will take place July- October 2012. This year's theme is "RACE.", in which they will use the power of the arts to explore the issue of race in American society today. After several months of touring the world, *Cultural Odyssey*, along with The Medea Project, is expected to present new works in October and November 2012.

The AAACC is thrilled to announce a new partnership with Kiandanda Dance Company. The collaboration will focus on **Kongolese Fusion Contemporary Dance** as a workshop and performance. The workshop will approach dance training grounded in traditional Kongolese and contemporary dance. After a six-week session there will be a performance developed from what was experienced in the studio workshops.

Although it has been a challenge, the AAACC will continue to produce monthly Poetry & Jazz Nights. We are struggling to get a consistent crowd and recently added a vending component. The event was very successful and many poets and vendors were interested in participating monthly, moving forward. We expect it to be a huge success in future months. The AAACC would like to collaborate with an existing organization that can contribute artistically, and market the event to bring a larger crowd.

Community Involvement and Collaboration

The AAACC's goal in this area is to continue to support various artistic activities that incorporate professional artists and the community. We continue to enhance our current relationships with artists and the community through activities and events that actively involve the work of professional artists and non-arts community members in creative and collaborative ways.

Youth Programming

Our main objective for the AAACC youth program is to teach youth a myriad of art disciplines in various capacities while giving them tools to build healthy relationships with their peers, teachers, and families. We will continue to collaborate with our neighboring community based organizations to strengthen relationships in the community while building capacity and working to improve the quality of life for the youth in the Western Addition community.

The AAACC has always made a point to teach youth the importance of art and how art is used in our everyday lives, as it develops their creativity and self expression. With a decrease in arts programming within our public school system, our goal is to continue offering our low-income families opportunities to participate in one of our many performing and visual art classes.

One of the AAACC's goals for FY 2012-2013 is to continue to work with the Department of Children, Youth and their Families to develop quality programs, build relationships with other community-based organizations and the San Francisco Unified School District, and to provide a safe space for students to explore a variety of art classes.

Additionally, we would like to enhance our Recording Studio program. The AAACC plans to continue collaborating with Project Level, a theme-based program that allows its students to learn every aspect of the music industry and obtain skills to use in the work place or through entrepreneurship. The youth will learn from a structured curriculum that will ensure that our youth show growth in the music industry by the end of the 4-month program.

The AAACC youth program has always strived for excellence. In previous years, our instructors have expressed concerns about the inability of our youth to read and write at their appropriate grade level, as well as the youth's disciplinary issues. These issues made it difficult for our teachers to be effective educators and provide quality programming. To address this, we have been able to refer our students to Mo'Magic and Opportunity Impact for academic support. In addition, we hired a case manager, who has been effectively assisting youth with employment opportunities. This year we will work on finding solutions that will focus on truancy and dropout prevention.

Another challenge the youth program faces is the lack of consistency in attendance from our youth due to other after school activities such as football, basketball, and cheer. With only a minimal amount of instruction time it becomes difficult for our teachers to accomplish certain objectives in a timely manner. One way we plan to address this is by cutting back on the classes for the fall and continuing to work with other programs.

Case Management

The African American Art and Culture Complex (AAACC) has developed a new case management plan and hired a full-time case manager to provide necessary support to our children and their families. The goal of this program is to assist "at risk" youth in the Western Addition community in obtaining the assistance they need to succeed in school, explore options for college, become gainfully employed, as well as other unique opportunities that will assist them in becoming law-abiding citizens and productive members of society. The objective of our case management program is to build relationships with different community based organizations and programs within the city of San Francisco that provide needed services for issues related to truancy, involvement in the criminal justice system, issues at home, and lack of overall resources so that a child has a healthy environment to learn and grow.

The challenges facing the program this year regarding participants have been their lack of reliability, substance abuse, and prior criminal convictions. These issues are addressed through

the case manager, who holds clients accountable and requires behavioral changes for continued participation in the program. In addition, outreaching to employers and schools willing to look past prior criminal convictions is an essential component of the case manager's role. As a new program, our goal will be to continue to allow the program to develop into a strong support program for educational and academic opportunities for our youth with emphasis on dropout prevention and career training.

2. How will you measure success? Feel free to include reporting requirements of other funding sources such as DCYF. [Response should be no more than 1 page, single spaced, in Times Roman 12 point]

The AAACC's Program, Visual Art, Youth Program, and Case Management department apply a number of methods to evaluate and measure success of our organizational goals and specific programmatic initiatives, including employee work performance. AAACC measures success by evaluating and measuring each program using a variety of tools i.e. questionnaires, surveys, and the logic model. We also use the following to evaluate and measure the success of our programs:

- Number of attendees at our gallery openings, Art Talks, screenings, and other events
 - Number of completed sign in sheets where visitors request to be placed on our email list for future events
 - Stakeholders' (board of directors, sponsors, leadership, peers, boss) recognition of our efforts
 - Retention of artists and attendees
 - Consistent requests for usage of venue space
 - Increase in revenue
 - Positive responses of the various visitors and supporters
 - Number of opens and responses from our monthly constant contact email blast
 - Number of Average Daily Attendants (ADA)(DCYF)
 - Completed sign in sheet from each program
 - Number of intake forms from participants
 - Outreaching & Screening Target Population: Screening and identifying clients that fit service criteria.
 - Assessment & Intervention: Assessment and development of appropriate treatments and interventions for targeted population.
 - Relationship Building and Cultural Competency: Promoting trust and confidence between participants and staff in a supportive environment so young people can experience guidance and emotional support.
 - Quality Assurance
 - Safety and Confidentiality: Ensuring a program environment where participants feel physically, emotionally secured and their rights to privacy respected.
3. What is your strategy for attracting and engaging San Francisco residents in your mission-driven activities? How is this the same or different from last year? [Response should be no more than 1 page, single spaced, in Times Roman 12 point]

The AAACC has continued to develop our communication and employ traditional marketing strategies. For the past few years, we have used a customized Facebook and Twitter account and recently added YouTube and LinkedIn to our media applications.

As part of our community outreach activities, we will continue to work with artists, teachers, and other community based organizations to assure that the information is being disseminated properly. Distribution of flyers in the various San Francisco communities will allow us to reach a population that was unfamiliar with the programs AAACC currently offers. The AAACC will continue to engage and include San Francisco based artists in our exhibitions. We will continue to consult with San Francisco artists when developing exhibition ideas, which make them feel invested in both the exhibition and the process of creation.

The AAACC has continued our community outreach activities by making sure we are constantly updating our mailing list, which stems from our visitor sign in sheets from events at the complex, by people who contact the complex via email or by people calling and asking to be added to the mailing list. Last year we began disseminating a new and improved monthly newsletter with our new logo so that the members of the community and our core constituency remain informed about upcoming activities within the complex. Also, we continue to make new and improved changes to ensure we are meeting the needs and desires of the people in our community. The AAACC has continued to inform the community of gallery openings and events within the complex by keeping the website updated, sending email blasts, flyers and press releases in an effort to maintain direct ties between AAACC and the community.

Finally, we continue to send and post fliers at the San Francisco Unified School District and the San Francisco Public Housing developments. Press release statements, direct mailings to tenant associations and property management agencies are used in effort to maintain our strong relationship and ties to the Western Addition Community.

The difference between our strategies in outreach and marketing is that our communication to the general public has widened by using social networking, constant contact, and direct mailings. The AAACC turn out for events and gallery openings has increased significantly over the past two years. By using social networking, we have discovered that we are attracting many new adults and youth in the community to our facility.

4. Please attach a fundraising plan that provides a sense of how the organization will ensure it has the resources necessary to succeed. The plan should outline your efforts over the next one to three years. [Response should be no more than 2 pages, single spaced, in Times Roman 12 point]

STRATEGY	ACTIONS	LEADER
Annual Giving Campaign- maintain at least a 75% renewal rate from current donors and outreach to potential donors Raise at least xxx from this source	<ul style="list-style-type: none"> • Send annual giving letter in October • Send reminder letter in December • Thank all donors within one week of gift • Customize letters with upgraded asks • Invite donors to one event per year 	Administrator

Parking Space Rental \$25,000	<ul style="list-style-type: none"> • Increase rental fee from \$50/month to \$75/month by January 2013 • Add more Zipcar spaces • Work with ParqPlace to increase funds during Complex's off-hours 	Administrator
Increase Venue Rates \$60,000	<ul style="list-style-type: none"> • Increase venue rental fees during Fall 2012 	Program Director
Exhibition Opening Events \$5,000	<ul style="list-style-type: none"> • Plan VIP receptions with contributing artists at exhibition openings and Theater opening nights • Charge \$50/person this year and increase next year depending on evaluated capacity of attendees 	Administrator, Visual Arts Coordinator

5. The Hotel Tax Fund legislation requires an active community support board which meets six times a year. The board should be "dedicated to community outreach, fundraising and advocacy on behalf of the Cultural Center." List below the tentative dates for the six required community support board Meetings or equivalents.

07/16/2012 6pm-8pm Conference Room
09/17/2012 6pm-8pm Conference Room
11/19/2012 6pm-8pm Conference Room
01/21/2013 6pm-8pm Conference Room
03/18/2013 6pm-8pm Conference Room
05/20/2013 6pm-8pm Conference Room

Programming

6. In order to fulfill Cultural Center guidelines, list and describe all planned events including classes and performances **within a City-owned Cultural Center**.
- Please follow the instructions outlined in the guidelines.
 - Feel free to attach additional pages as necessary, but include the categories of information listed below.

Date	Name and Brief Description	Projected Attendance
	<p>*Produced by AAACC: An event or production solely funded by the AAACC.</p> <p>**Collaborative Programming: A meeting/ event in collaboration with the AAACC. The collaborative organization is supported with rental space offered at no cost.</p> <p>****Reduced Rate: An AAACC Rental offered at a reduced rate.</p>	
2012		
July	“AAACC Summer Youth Program” *	80
July	“AAACC Summer Teen Program” *	20
July	“Exodus, Migration, Stand” SJ Gallery Exhibit *	400
July	“AeroSoul” H of C Gallery Exhibit *	500
July	“AeroSoul” Panel Discussion*	200
July	“Annual National Queer Arts Festival” ****	1000
July	“ITVS Film Screening” Interrupters**	100
July	“Mbira Workshop” w/Iyanifa Mahea **	15
July	“Polynesian Dance” w/Iyanifa Mahea**	15
July	Dance Out Diabetes 2012**	30
July	Talent Allstars Dance Program *	80
July	Kongolese Fusion Contemporary Workshop**	20
July	Mo’ Magic Community Meetings **	60
August	“AAACC Summer Youth Program” *	80
August	“AAACC Summer Teen Program”**	20
August	“AAACC Summer Youth Performance” *	500
August	“Exodus, Migration, Stand” SJ Gallery Exhibit *	300
August	“AeroSoul” H of C Gallery Exhibit *	300
August	“AAACC Jazz & Poetry Nights” *	100
August	“AfroSolo Arts Festival” Performances****	300
August	“Medea Project” Open Rehearsals/Meetings**	30
August	“ITVS Film Screening”**	100
August	“Mbira Workshop” w/Iyanifa Mahea **	15
August	“Polynesian Dance” w/Iyanifa Mahea**	15
August	Dance Out Diabetes 2012**	30
August	Talent Allstars Dance Program *	80
August	Kongolese Fusion Contemporary Workshop**	20
August	Mo’ Magic Community Meetings **	60
September	“AAACC Fall Youth Program” *	80
September	“Exodus, Migration, Stand” SJ Gallery Exhibit*	300
September	“AeroSoul” H of C Gallery Exhibit*	300
September	Independent Artists Week (SJ Gallery/H of C) **	800

September	“Afrosolo” Carnegie Hall Concert Series**	200
September	“Stage Reading Workshop” Robert H. Johnson **	40
September	“Medea Project” Open Rehearsals/Meetings**	20
September	“ITVS Film Screening”**	100
September	“Modern Dance Workshop” Push Dance**	30
September	“Mbira Workshop” w/Iyanifa Mahea**	15
September	“Polynesian Dance” w/Iyanifa Mahea**	15
September	Dance Out Diabetes 2012**	30
September	Talent Allstars Dance Program*	80
September	Mo’ Magic Community Meetings **	60
October	“AAACC Fall Youth Program” *	80
October	“Exodus, Migration, Stand” SJ Gallery Exhibition *	300
October	“AeroSoul” H of C Gallery Exhibit *	300
October	AAACC Poetry & Jazz Nights *	100
October	“ITVS Film Screening”**	100
October	“Modern Dance Workshop” Push Dance **	30
October	“Cultural Odyssey” Performance****	300
October	“Stage Reading” Robert Henry Johnson**	40
October	“Medea Project” Open Rehearsals/Meetings**	30
October	AAACC Scary Movie Night” *	100
October	“AAACC Halloween” 9 th Annual Haunted House*	400
October	Dance Out Diabetes 2012**	30
October	Talent Allstars Dance Program*	80
October	Mo’ Magic Community Meetings **	60
November	“AAACC Fall Youth Program” *	80
November	“Artist William Rhodes” SJ Gallery Exhibit *	300
November	“AeroSoul” H of C Gallery Exhibit *	300
November	“Modern Dance Workshop” Push Dance **	300
November	“Afrosolo” Concert Series ****	200
November	AA Shakespeare Company “Season Sampler” ****	200
November	“ITVS Film Screening”**	40
November	“Medea Project” Open Rehearsals/Meetings **	30
November	Talent Allstars Dance Program *	80
November	Mo’ Magic Community Meetings **	60
December	“AAACC Fall Youth Program” *	80
December	“Artist William Rhodes” SJ Gallery Exhibit *	300
December	“AeroSoul” H of C Gallery Exhibit*	300
December	“ITVS Film Screening”**	200
December	“Medea Project” Open Rehearsals/Meetings **	30
December	“Modern Dance Workshop” Push Dance**	20
December	Talent Allstars Dance Program *	80
December	“Cinderella 2012” Theater Production ****	1000
December	“AAACC 9 th Annual Holiday Fair” *	800
December	“AAACC Kwanzaa Celebration” “Nia” Purpose *	400
December	Mo’ Magic Community Meetings **	60
Weekly	Capoeira **	10
Weekly	Yoga Class **	10
Daily	Karate Class **	10
Weekly	Zumba **	30
Weekly	Congolese Dance & Drum Class **	15

2013		15
January	“AAACC Spring Youth Program” *	80
January	“Artist William Rhodes” SJ Gallery Exhibit *	300
January	“AeroSoul” H of C Gallery Exhibit *	300
January	“STEPOLOGY 2013 Winter Tap Showcase” ****	300
January	Dance Out Diabetes 2013 Workshop **	40
January	“The Medea Project” Open Rehearsals/Meetings **	30
January	“ITVS Film Screening” **	100
January	Taboo & Heroes Project w/Kiandanda Dance **	40
January	Talent Allstars Dance Program *	80
January	Mo’ Magic Community Meetings **	60
February	“AAACC Spring Youth Program” *	80
February	“Artist William Rhodes” SJ Gallery Exhibit *	300
February	“AeroSoul” H of C Gallery Exhibit*	300
February	“Black History Month” Performance *	200
February	“Black History Month Lectures” AAHCS **	200
February	“AfroSolo” Concert Series ****	300
February	Dance Out Diabetes 2013 Workshop **	40
February	“Medea Project” Open Rehearsals/Meetings **	30
February	“ITVS Film Screening” **	100
February	Taboo & Heroes Project w/ Kiandanda Dance**	40
February	Talent Allstars Dance Program *	80
February	Mo’ Magic Community Meetings **	60
February	AAACC Poetry & Jazz Nights *	100
March	“AAACC Spring Youth Program” *	80
March	“The Uncle Junior Project” SJ Gallery Exhibit *	300
March	“HBCU” H of C Gallery Exhibit *	400
March	Dance Out Diabetes 2013 Workshop **	40
March	“Mary Wives of Windsor” Production w/AASC****	1000
March	“The Medea Project” Open Rehearsals/Meetings **	30
March	“ITVS Film Screening” **	100
March	Taboo & Heroes Project w/ Kiandanda Dance **	40
March	Talent Allstars Dance Program *	80
March	Mo’ Magic Community Meetings **	60
April	“AAACC Spring Youth Program” *	80
April	“The Uncle Junior Project” SJ Gallery Exhibit *	200
April	“HBCU” H of C Gallery Exhibit *	300
April	HBCU College Fair*	400
April	“Mary Wives of Windsor” Production w/AASC ****	1000
April	APICC Performance ****	1000
April	“Afrosolo” Concert Series ****	200
April	Dance Out Diabetes 2013 Workshop **	40
April	“The Medea Project” Open Rehearsals/Meetings **	30
April	Taboo & Heroes Project w/ Kiandanda **	100
April	“ITVS Film Screening” **	40
April	“Stage Reading Workshop” w/Robert H. Johnson **	60
April	Talent Allstars Dance Program *	80
April	Mo’ Magic Community Meetings **	60
May	“AAACC Spring Youth Program” *	80
May	“The Uncle Junior Project” SJ Gallery Exhibit *	200
May	“HBCU” H of C Gallery Exhibit *	300

May	“Cat On A Hot Tin Roof” Production w/ AASC****	1000
May	AAACC Poetry & Jazz Nights *	100
May	APICC Performance ****	1000
May	Dance Out Diabetes 2013 Workshop **	40
May	“The Medea Project” Open Rehearsals/ Meetings **	30
May	“ITVS Film Screening”**	100
May	Taboo & Heroes Project w/ Kiandanda **	40
May	Mo’ Magic Community Meetings **	60
June	“AAACC Summer Youth Program” *	80
June	“The Uncle Junior Project” SJ Gallery Exhibit *	200
June	“HBCU” H of C Gallery Exhibit *	300
June	“Cat On A Hot Tin Roof” Production w/ AASC****	1000
June	“Afrosolo” Concert Series ****	200
June	Dance Out Diabetes 2013 Workshop **	40
June	“Annual National Queer Arts Festival” ****	1000
June	Script Reading Workshop w/Robert H. Johnson **	30
June	“ITVS Film Screening”**	100
June	Taboo & Heroes Project w/ Kiandanda **	20
June	Annual SF Juneteenth Comedy Show ****	200
June	AAACC Poetry & Jazz Nights*	100
June	Mo’ Magic Community Meetings **	60
Weekly	Capoeira **	10
Weekly	Yoga Class **	10
Daily	Karate Class **	30
Weekly	Congolese Dance & Drum Class **	15
Weekly	Zumba **	15

7. Please list the programming you plan to hold off-site

Date	Name and Brief Description	Location	Projected Attendance
July	Annual Health Fair / Backpack Give Away	Ella Hill Hutch Community Center	1000
Sept	Opportunity Knocks	Yoshi’s	100
Sept	Thank you Awards Ceremony	1307 Gallery	200
Sept	Fillmore Art Walk	Fillmore Street	800
Sept	Art of Healing	Fillmore Farmers Market	80
Sept	Celebrate Community – Western Addition Sunday Streets	Fillmore Street	300
Oct	Friday Nights at the de Young – Open Studios	De Young	200

--	--	--	--

Please note why these events were not held at a City-owned Cultural Center.

These events are collaborations with our many community partners.

8. Please list other ways your organization serves the community including items like G3a (online/radio/television programs), G7a (publications), G12 (world premieres), G13 (national premieres), G14 (local premieres), and G15 (works commissioned). [Response should be no more than 1 page, single spaced, in Times Roman 12 point]

The African American Art & Culture Complex provides numerous services to the residents of the City and County of San Francisco. Not only do we serve the interests of our principle constituents, we have actively sought to encourage other arts and cultural organizations, from myriad orientations, to utilize the services provided at the AAACC, especially our rental facilities. The AAACC offers low cost facility rentals to community groups and resident artists. Our parking lot, located adjacent to the facility, provides safe and accessible parking for facility user groups and Western Addition residents—and provides a consistent revenue stream. Parking is inclusive in our facility rental packages for groups on the day of their event.

Some of our great events include our annual Holiday Fair and Halloween Haunted House, where there are performances and activities for children and families. Here are a few other highlights that we are committed to this coming fiscal year:

- AAACC Newsletter, monthly newsletter that allows the community to stay abreast of the activities and programs for all departments at The Center
- Provide low-cost screening opportunities for emerging filmmakers and media groups
- Commission local artists to provide murals to select exhibitions and spaces at The Center
- Participate in an arrange radio and television program opportunities for artists and curators featured in various exhibitions

Facility

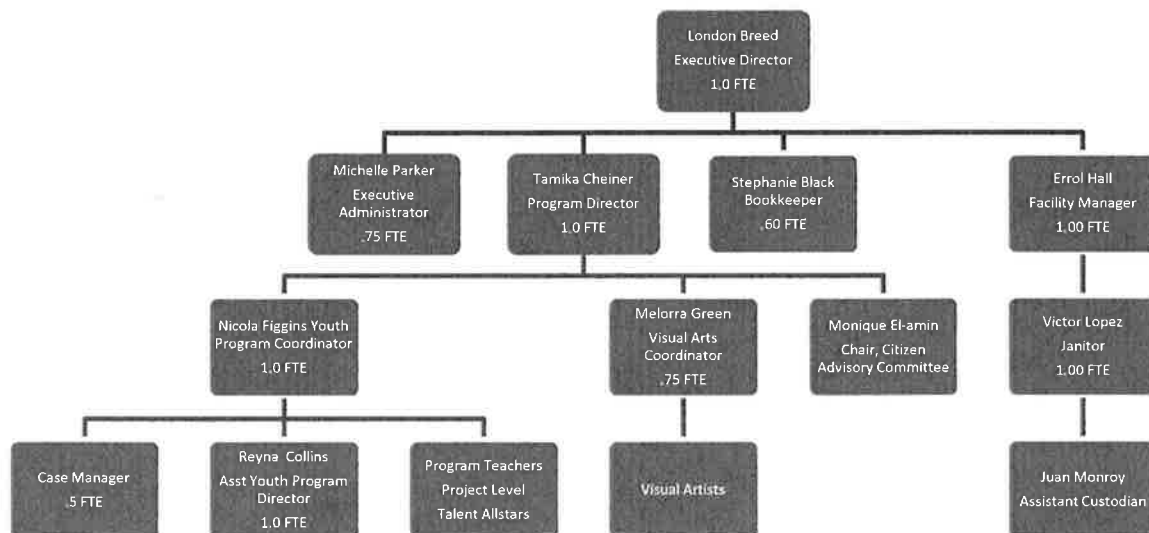
9. Describe the facility repair, maintenance, or capital improvement projects that your organization will undertake which pertain to building systems and must therefore be approved by SFAC staff. Building

systems include: interacting or interdependent components that comprise a building such as structural, roofing, side wall, plumbing, HVAC, water, sanitary sewer, and electrical systems.

Many of our facility goals remain the same from fiscal year 2011-12. We are committed to replacing our rusted exterior doors that lead to the parking from the theater, replacing our dated windows, repairing our 2nd floor restrooms, electrical system, and our roof. We are committed to replacing one of the two exit doors in the theater, which currently, can only be secured with wood boards.

Personnel

10. Attach an organizational chart showing all staff positions and the time committed to that position. If a member of the staff serves in more than one role in the organization, show the person in each position and the amount of time dedicated to each position. Include contractors and volunteers to reflect the breadth of your community.



Budget and Revenue Target

Complete the following budget for FY12 following the definitions described by the CCDP. Budget notes are required for the areas with an asterisk and for significant changes from the previous year (increase or decrease by 50 percent).

REVENUES

Corporate Contributions are expected from PG & E, Wells Fargo and MV Transportation totaling 15k.

Our **Government - County** support includes funding from the San Francisco Arts Commission in the amount of \$474,206 and Department of Children, Youth and their Families in the amount of \$200,000.

Our **Government – Federal** support includes a \$19,793 grant from the United States Department of Justice for our "Boys to Men" program where the boys participate in a cultural "rites of passage" which include etiquette, ballroom dancing, literary arts and music production.

EXPENSES

Salaries include our Executive Director, Program Manager, Executive Administrator, Gallery Coordinator, Youth Program Coordinator, Case Manager and Maintenance Coordinator.

Benefits, Other includes the fees for our Human Resource management and Payroll Processing support for the company Paychex.

Grant Making Expenses include funds to pay for a consultant to assist the Executive Director in preparing and submitting grant applications to foundations, corporations and government institutions as well as any follow up documentation.

	EARNED	
1	Admissions	
2	Ticket Sales	
3	Tuitions	10000
4	Workshop & Lecture Fees	
5	Touring Fees	3500
6	Special Events - other	
6a	Special Events - Non-fundraising	
7	Gift Shop/ Merchandise	
7a	Gallery/Publication Sales	3000
8	Food Sales/ Concession Revenue	2000
8a	Parking Concessions	25000
9	Membership Dues/Fees	
10	Subscriptions - Performance	
10a	Subscriptions - Media	
	Contracted Services/ Performance Fees	
11		
12	Rental Income - Program Use	60000
13	Royalties/Rights & Reproductions	
14	Advertising Revenue	

Please do not staple any pages

15	Sponsorship Revenue	25000
16	Investments-Realized Gains/Losses	
17	Investments-Unrealized Gains/Losses	
18	Interest & Dividends	
19	Other Earned Revenue	
20	Total Earned Revenue	226500
	SUPPORT	
21	Trustee/ Board Contributions	3000
22	Individual Contributions	5000
23	* Corporate Contributions	15000
24	* Foundation Contributions	50000
26	* Government - County	674206
27	* Government - State	
28	* Government - Federal	19793
28a	Tribal Contributions	
29	Special Events - Fundraising	25000
30	* Other Contributions	
30c	Related Organization Contributions	
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	920499
	Total Earned and Contributed (minus your HTF allocation)	446293
	Previous Year's Total Revenue	1043827
	Was the 20% Revenue Target met?	yes
36	Total Revenue	920499
	Of the total unrestricted revenue reported on line 36, what was the total amount intended for operating/programmatic purposes?	
37		70%
	Of the total unrestricted revenue reported on line 36, what was the total amount intended for capital purposes?	
38		30%
39	Total Operating and Capital Revenue	

	EXPENSES	TOTAL ORG.	SFAC HTF
1	* Salaries	383000	169000
2	Commissions		
3	Payroll Taxes	27000	16460
4	Health Benefits	20000	10000
5	Disability		
6	Workers' Compensation	3000	2000

Please do not staple any pages

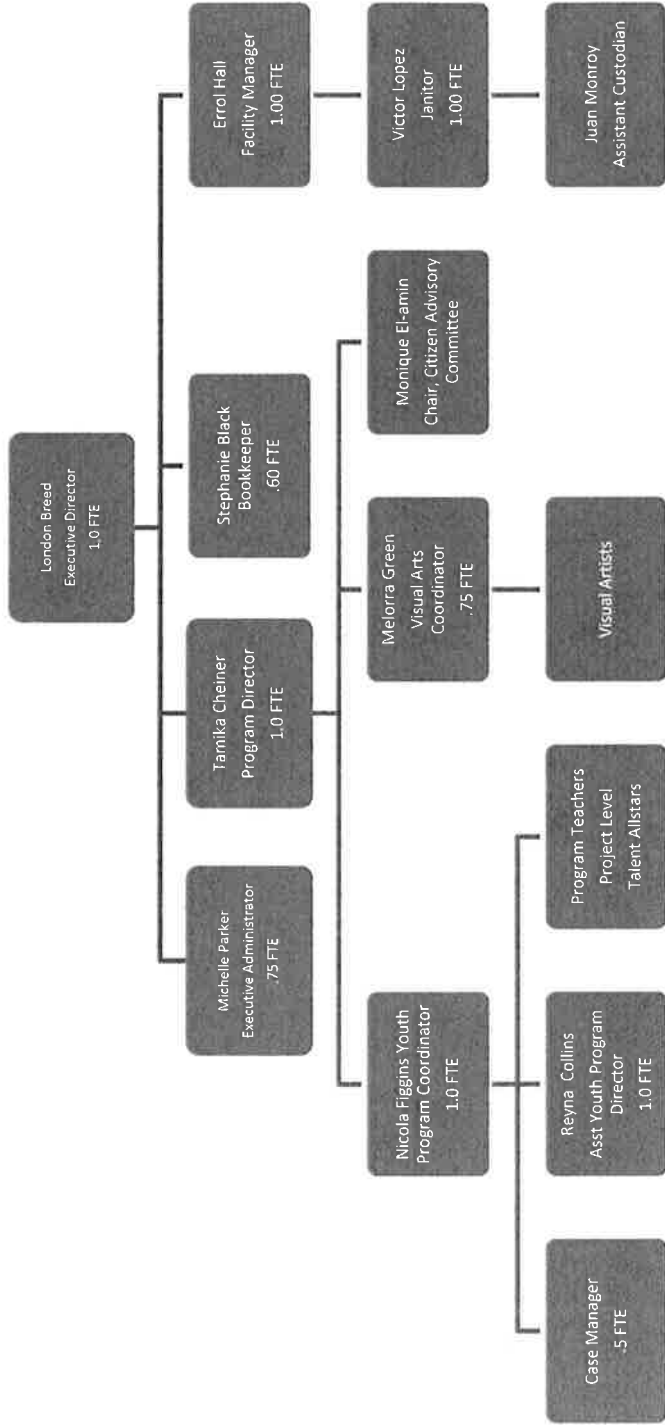
7	Pension and Retirement		
8	* Benefits, Other	16000	5500
9	Total Salaries and Fringe	449000	202960
2	Accounting	60000	36500
3	Advertising and Marketing	7000	4000
4	Artist Commission Fees	500	500
4a	Artist Consignments		
5	Artist & Performers - Non-Salaried	10000	10000
6	Audit	5000	5000
7	Bank Fees	1200	500
8	Repairs & Maintenance	20000	15000
9	Catering & Hospitality	7000	
10	Collections Conservation		
11	Collections Management		
12	Conferences & Meetings	1000	
13	Cost of Sales		
14	Depreciation		
15	Dues & Subscriptions	500	
16	Equipment Rental	7000	7000
17	Facilities - Other	110000	95000
18	Fundraising Expenses - Other	4000	
19	Fundraising Professionals		
20	* Grantmaking Expense	4000	3000
21	Honoraria	1000	
22	In-Kind Contributions	3000	
23	Insurance	16000	15000
24	Interest Expense		
25	Internet & Website	4000	8000
26	Investment Fees		
27	Legal Fees	1000	1000
28	Lodging & Meals		
29	* Major Repairs	4000	
30	Office Expense - Other	4000	3000
31	* Other		
32	Postage & Shipping	2000	2000
33	Printing	5000	5000
34	Production & Exhibition Costs	15000	15000
34a	Programs - Other	140000	13011
35	Professional Development		
36	* Professional Fees: Other	4000	4000
37	Public Relations		
38	Rent		
38a	Recording & Broadcasting Costs		

Please do not staple any pages

38b	Royalties/Rights & Reproductions		
39	Sales Commission Fees		
39a	Security		
40	Supplies - Office & Other	1000	1000
41	Telephone	10000	10000
42	Touring	2500	
43	Travel		
44	Utilities	21799	17735
45	TOTAL EXPENSE	920499	474206
	Total Expenses Less In-kind		
46	Change in Net Assets	920499	474206

Please do not staple any pages

African American Art & Culture Complex Organizational Chart



African American Art and Culture Complex Board of Directors 2012

First	Last	Title	Organization	Email	Phone	Board Role
Annemarie	Conroy	US Attorney	US Attorney's Office Northern District	annemarieconroy@msn.com	415-337-7774	Vice-President
Darolyn	Davis	Public Relations	Davis & Associates	darolyn@davis-pr.com	415-274-1821	
Julian	Hill	Lieutenant	SF Police Officer	jtrouble@aol.com	707-310-1152	
PJ	Johnston	Consultant	PJ Johnston Communications	pj@picommunications.com	415-260-8417	
Jennifer	Jones	Public Relations	Self-employed	gif4fun2@msn.com	925-212-8399	
Nichole	Jordan	Area Manager, Service and	PG&E	NSJ1@pge.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



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

The San Francisco Arts Commission, City & County of San Francisco, its officers, agents and employees

City & County of San Francisco

San Francisco Arts Commission

25 Van Ness

San Francisco, CA 94102

Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy, and for which a certificate of insurance naming such person or organization as additional insured has been issued, but only with respect to their liability arising out of their requirements for certain performance placed upon you, as a nonprofit organization, in consideration for funding or financial contributions you receive from them. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

AFRICAN AMERICAN ART AND CULTURE COMPLEX
EVENT VENUE RATE SHEET

Buriel Clay Theatre	Standard Rate	\$570.00 per 4 Hours
	Non Profit Rate	\$480.00 per 4 Hours
	Holiday Rate*	\$840.00 per 4 Hours
Theatre Rehearsals	Standard Rate	\$72.00 per 2 Hours
	Non Profit Rate	\$48.00 per 2 Hours
Sargent Johnson Gallery**	Standard Rate	\$84.00 per 2 Hours
	Non Profit Rate	\$60.00 per 2 Hours
Nia Room	Standard Rate	\$180.00 per 2 Hours
	Non Profit Rate	\$120.00 per 2 Hours
Dance Studio "A"	Standard Rate	\$78.00 per 2 Hours
	Non Profit Rate	\$54.00 per 2 Hours
Dance Studio "B"	Standard Rate	\$78.00 per 2 Hours
	Non Profit Rate	\$54.00 per 2 Hours
Conference Room	Standard Rate	\$78.00 per 2 Hours
	Non Profit Rate	\$54.00 per 2 Hours
Hall of Culture	Standard Rate	\$660.00 per 6 Hours
	Non Profit Rate	\$540.00 per 6 Hours
	Holiday Rate*	\$960.00 per 6 Hours

*Holiday Rates apply for the entire month of December, January 1 (New Year's Day), January 18 (Martin Luther King Day), February 15 (President's Day), May 31 (Memorial Day), July 5 (Independence Day), September 6 (Labor Day), October 11 (Columbus Day), November 11 (Veterans Day), November 25 (Thanksgiving Day), November 26 (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.