

## **Artistic Legacy Grant Program Overview**

The Artistic Legacy Grant (ALG) is an annual grant to acknowledge the impact of an artistic director that has served the organization consistently for 25 years or more. Through the vision of the artistic director, the awarded organization is considered to be a vital member of the respective community(ies) they serve and has a history of working to educate the broader community on the importance of their culture and/or artistic genre. The recipient of the annual Artistic Legacy Grant will be recognized at the annual San Francisco Arts Commission (SFAC) grants convening. The awardee is required to attend the grants convening and designate a representative to work with the SFAC on the final presentation.

## **Panel Composition**

The six-member peer review panel convened on April 8, 2019 to rank ALG applications according to the stated review criteria in the published ALG 2018-19 guidelines.

Panelists included the two past ALG awardees and three SFAC staff. This group brings a wide range of professional experiences as practicing artists, arts administrators, and funders, with experience in disciplines such as dance, visual arts, media arts, and journalism. They identify as Native American, Japanese American, Chinese American, Filipino, Latino, and Native Hawaiian. 30 percent identify as LGBTQ.

## **FY18-19 ALG Funding Recommendations**

Seventeen grant applications were received requesting a total of \$680,000.

The panelists reviewed seventeen ALG applications according to the stated review criteria. (See attached ALG Guidelines). Funding recommendation includes one applicant for a total of \$40,000.

High scoring applicants demonstrated a clear connection to historically marginalized community(ies). They articulated the enduring legacy, vision, and passion of the artistic director and their contributions to the San Francisco arts ecosystem; a clear rationale and timeline for the transition of the artistic director; and identified a process for identifying an individual that will be mentored and trained to assume the artistic director's responsibilities.

The applicants that did not score well did not articulate a clear vision of the artistic director, connection to historically marginalized communities, or a clear transition plan or strong board engagement.

## **Attachments**

Attachments to this memo include the list of ALG applicants with scores and project descriptions, panelist biographies, and the FY2018-19 ALG Guidelines.

## Community Investments

### FY18-19 Artistic Legacy Grant (ALG) Funding Recommendations

Applicant Grant Amount	Average Score	Project Description
Aunt Lute Foundation \$40,00	88.3	SFAC funds will be used to support succession planning for 76-year-old Founder and Co-Director Joan Pinkvoss' future departure. The Board and the Co-Directors, along with a consultant, will produce a succession plan which addresses 1) anticipated staff changes; 2) what institutional knowledge needs to be transferred and recorded--especially in administration--and 3) anticipated financial needs to support staff changes and a year-long training period, as Pinkvoss decreases her role in the organization.



## FY2018-2019 Artistic Legacy Grant Panelist Biographies

### **Patrick Makuakāne, Director, Nā Lei Hulu I Ka Wēkiu**

Patrick Makuakāne, founder and director of the Hawaiian dance company Nā Lei Hulu I Ka Wēkiu, is a creative force in the hula world and is well known for his vibrant and innovative choreography. Grounded in tradition and the fundamentals of hula, his artistry brings this dynamic dance form to a new level. He proves that tradition and evolution can coexist in surprising and meaningful ways. Founded in 1985, Nā Lei Hulu I Ka Wēkiu (“the many feathered wreaths at the summit, held in high esteem”) is committed to teaching and preserving Hawaiian culture through hula and educational workshops in Hawaiian language, history, arts and crafts. The company has performed throughout California and nationally.

### **Alleluia Panis Artistic & Executive Director, Kulintang Arts, Inc.**

Alleluia Panis is the driving force behind Kulintang Arts, Inc. (Kularts) and a respected elder artist in the United States and the Philippines, at home in both Pilipino tribal and traditional arts and American contemporary forms. She has performed for over 25 years with various choreographers and companies and has created full-length dance theater works that have been performed on main stages in the US, Europe, and Asia. Alleluia is deeply influenced by indigenous Pilipino art and history. Her choreographic inventions are drawn from the exquisite articulation of Pilipino indigenous ritual dances, the muscular grace of the warrior Pilipino blade-fighting system, and the dynamic physicality of contemporary dance. A recipient of numerous grant awards, she has collaborated with various artists in theater, film, and dance. Alleluia Panis’s enduring legacy is that of a catalyst for the awakening of the indigenous selves of Pilipino artists whom she has mentored over the years.

### **Debbie Ng Program Officer, San Francisco Arts Commission - Community Investments**

Since 1998, Ms. Ng has worked for nonprofit organizations serving underserved communities in the areas of youth development, education and independent media in the San Francisco Bay Area, with fundraising, philanthropy and communications as key components of her work. Most recently, Ms. Ng was the Director of External Affairs at the Center for Asian American Media where she led the organization’s fundraising and institutional marketing strategies for eight years. She has also worked at the Haas Center for Social Sector Leadership at UC Berkeley’s Haas School of Business, overseeing their rebrand and model experiential learning program, Berkeley Board Fellows. She collaborated with Dr. Nora Silver on the book, *Telling the Whole Story: Voices of Ethnic Volunteers in America*. Debbie co-produced the award-winning film *Kieu*, a modern-day telling of the 19th century Vietnamese poem, *The Tale of Kieu*. She is an alumna of the DeVos Institute for Arts Management Fellowship Program at the University of Maryland. She graduated from UC Santa

Cruz with a Bachelor's degree in Feminist Studies (with honors), with an emphasis on race, class and gender.

### **Jaren Bonillo**

#### **Senior Program Officer, San Francisco Arts Commission - Community Investments**

Jaren Bonillo is the Senior Program Officer at the San Francisco Arts Commission (SFAC) where she provides leadership in grant-making strategy, cultural equity and community arts investments to the field through the distribution of approximately eleven million dollars annually to nonprofit arts organizations and individual artists. She has over 15 years of experience in grant writing and fund development, program development, financial management, and team leadership.

Prior to joining the San Francisco Arts Commission (SFAC), Jaren managed a portfolio of 300+ grantees through the California Art Council's (CAC) State-Local Partnership, Statewide and Regional Networks, and the Professional and Organizational Development grant programs. Jaren also served on the CAC's Equity Committee and co-led the CAC's participation in the Government Alliance for Racial Equity (GARE) Capitol Cohort.

As the Executive Director of the Imagine Bus Project, shepherded the organization through a Program Model revision, improved the internal operations and infrastructure of the organization, and grew the organization threefold. Prior to the Imagine Bus Project, she was the Artists in Education Program Manager at Southern Exposure, where she managed arts education programs that brought together local emerging artists with youth in a gallery setting.

Jaren is also an Interdisciplinary artist, curator, and educator focusing on personal and historical narratives, and social practice. She received an MFA from the San Francisco Art Institute and a BFA from Mason Gross School of the Arts, Rutgers University.

Her work in arts education, nonprofits, and grantmaking has consistently focused on ensuring that access to the arts and resources is equitable and fair for underrepresented cultures and communities. Facilitating promising practices for cultural competency and racial equity frameworks has been a strong professional focus throughout her career.

### **Robynn Takayama**

#### **Program Officer, San Francisco Arts Commission - Community Investments**

Inspired by the ability of artists to imagine a better world, Robynn Takayama has worked in the community as an artist, arts administrator, and funder for over 20 years. Audiences have seen her video, web, and sound installations in the Bay Area, Los Angeles, and Chicago. Robynn's radio stories have aired on national and local public radio programs and she was a contributing producer to the Peabody-awarded documentary, *Crossing East*. A former Getty Multicultural Undergraduate fellow, she has worked at the San Francisco Arts Commission with increasing responsibility since 2000. Key accomplishments include administering grants funded by the innovative Cultural Equity Endowment Fund; implementing the award-winning Art in Storefronts program which activated vacant storefronts with meaningful art installations along

commercial corridors; and developing the Sights and Sounds of Bayview, a live multi-media event with the people who live, work, and have a positive impact on San Francisco's Bayview neighborhood.



## Artistic Legacy Grant (ALG) | Grant Guidelines

FOR PROJECTS TAKING PLACE JULY 2019 – JUNE 2020

APPLICATION DEADLINE: Friday, March 22, 2019, 12 p.m. noon PST

SUBMISSION INFORMATION: Email complete application and additional attachments in a single PDF to [sfac.grants@sfgov.org](mailto:sfac.grants@sfgov.org)

*Include "19ALG: (organization name)" in the email subject line.  
Example: 19ALG: Pegasus and Unicorns United for the Arts*

For questions about ALG, contact Program Officer Debbie Ng at [Debbie.H.Ng@sfgov.org](mailto:Debbie.H.Ng@sfgov.org) or 415-252-2216.

San Francisco Arts Commission

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\*A translation of this grant application is available upon request; however, only applications in English will be accepted.

Una traducción de esta solicitud de aplicación está disponible a petición; sin embargo, solamente se aceptarán solicitudes en inglés. Favor comunicarse con Kate Patterson-Murphy al 415-252-2229 ó [kate.patterson@sfgov.org](mailto:kate.patterson@sfgov.org) para una traducción al español.

本資助申請表的翻譯版本將應請求而提供；但僅受理英文版本的申請表。查詢詳情，請聯絡311。

Ang pagsasalin sa Tagalog ng aplikasyon para sa pagkalooban na ito ay makukuha kung hihingilin. Ngunit ang aplikasyon sa Ingles lamang ang aming tatanggapin. Para sa tulong, maaring i-contact si Cece Carpio, 415-252-2217 o [cece.carpio@sfgov.org](mailto:cece.carpio@sfgov.org).

Information about Artistic Legacy Grant

Important Dates	
Applications Due (12 noon)	March 22, 2019
Panel Review	April 2019
Funding Recommendations	April 2019
Commission Approval	May 2019
Annual Grants Meeting Presentation	September 12, 2019
Grant Period	July 1, 2019 – June 30, 2020

# Information about Artistic Legacy Grant (ALG)

## About Artistic Legacy Grant

The Artistic Legacy Grant (ALG) is an annual grant for \$40,000 to acknowledge the impact of an artistic director that has served the organization consistently for 25 years or more. Through the vision of the artistic director, the awarded organization is considered to be a vital member of the respective community(ies) they serve and has a history of working to educate the broader community on the importance of their culture and/or artistic genre. Legacy funds may be used to support organizational or artistic legacy planning including: transition or succession planning; strategic planning; implementing retirement plans; and/or artistic documentation or publications reflecting the history of the organization. The recipient of the annual Artistic Legacy Grant will be recognized at the annual San Francisco Arts Commission (SFAC) grants convening. Awardee is required to attend the grants convening and designate a representative to work with the SFAC on the final presentation.

## Alignment with SFAC's Cultural Equity Goals

The Artistic Legacy Grant will go to an artistic director and the organization they serve that fosters artistic expression deeply rooted in and reflective of historically marginalized communities (SF ADMIN. CODE CHAPTER 68: CULTURAL EQUITY ENDOWMENT FUND, Sec. 68.6. PROJECT GRANTS).

### RACIAL EQUITY STATEMENT

The San Francisco Arts Commission is committed to creating a city where all artists and cultural workers have the freedom, resources and platform to share their stories, art and culture and where race does not predetermine one's success in life. We also acknowledge that we occupy traditional and unceded Ohlone land. Fueled by these beliefs, we commit to addressing the systemic inequities within our agency, the City and County of San Francisco and the broader arts and culture sector. This work requires that we focus on race as we confront inequities of the past, reveal inequities of the present and develop effective strategies to move all of us towards an equitable future.

## Eligible Request Amount

The Artistic Legacy Grant may be up to \$40,000.

## Who Can Apply

### Eligibility

- The organization must be tax-exempt under Internal Revenue Code Section 501(c)(3) or have a fiscal sponsor that is so qualified.
- The organization (and its fiscal sponsor, if applicable) must be currently based in San Francisco and has been for the majority of their history.
- The organization's mission statement must be clearly focused on the development, production, and/or presentation of arts activities in San Francisco.
- The organization and its artistic director must have a history of partnership spanning 25 years or more.
- The applicant organization cannot be part of another City agency or department.
- The organization must have a fundamental and substantial history of working with and/or presenting ongoing activities to members of the historically marginalized community(ies) identified in its proposal.
- The organization must demonstrate a continuing and stable presence in the community and must have been in existence for at least 25 years with documentation of creating and presenting original works to the public in San Francisco.
- The organization's two-year average annual operating budget must not exceed \$1.5 million in income determined by the line: Total Operating Revenues Less In-kind (2-year average) in the DataArts SFAC Funder Report or your organization's Profit and Loss Statement).
- **New for Fiscal sponsors:** Organizations that exceed the \$1.5 million budget cap due to regrantsing must verify their operational budget without pass-through funds at the time of application.
- **Applicants must not be in default on any grants or loans from:** (1) SFAC, (2) other City departments (including, without limitation, Department of Children, Youth, and their Families; Office of Economic and Workforce Development; Mayor's Office of Housing and Community Development; and Grants For The Arts), (3) Northern California Grantmakers Arts Loan Fund; (4) Northern California Community Loan Fund, (5) Community Arts Stabilization Trust; or (6) the Center for Cultural Innovation. This default clause was expanded due to the fact that SFAC has a fiduciary relationship with these particular organizations, through either shared City resources or other pooled philanthropic funds.
- The organization must be willing and able to meet the requirements associated with receiving funds from the City and County of San Francisco. In order to receive a grant from the San Francisco Arts Commission, you must become a registered,

compliant supplier (formerly called a vendor) and meet the City of San Francisco's insurance and business tax requirements. For more information about supplier requirements, visit: <http://sfgov.org/oca/qualify-do-business>. Please note if you are not already a City supplier, you will only be required to register if you are awarded a grant. Insurance and business tax requirements will be explained and made available upon approval of grant awards.

## Restrictions

- **An organization that recognizes multiple artistic leaders may only submit one application** and the grantee will be recognized with multiple recipients' names. For example, if an organization has two artistic directors that have served for at least 25 years, they may apply. However, you cannot combine the experience of multiple artistic directors to make 25 years total.
- An organization may only be awarded an Artistic Legacy Grant once, and cannot reapply in subsequent years. If an organization has more than one artistic director, the application can include co-artistic directors but the award amount will not be increased.
- Organizations cannot submit more than one application to the Artistic Legacy Grant category each year.
- Grant funds can be used for general operating expenses, to support the long-term sustainability of the organization or to design a legacy strategy for the artistic director.
- The awarding of funds does not imply that the Arts Commission or any other City agency will produce, exhibit, or present the art created. It is the responsibility of the applicant to secure a venue and any required permits and insurance for public presentations or workshops.

### Grant funds may not pay for:

- Deficit reduction.
- Start-up costs/seed money for new organizations or businesses.

# Panel Evaluation and Scoring Criteria

## Grants Panelists

ALG applications are evaluated internally by a panel and previous ALG awardees. This panel is not open to the public.

## Panel Review Attendance

ALG panel meetings are not open to the public. However, please be sure that you include a working email address in your application materials, as staff may contact you for information during any phase of the review process. Take steps to ensure that emails from SFAC are not lost in your spam filter.

## Funding Recommendations

Based on an evaluation of the proposals, panelist scores create a ranking for funding recommendations. Panelists will evaluate and rank proposals where upon the top scoring applicant will be considered for funding. Applicants that score above 75 percent of the allotted points will be considered for this award.

## Scoring Criteria

Panelists will be instructed to use the following scoring criteria that correspond with the noted application questions. Close review of this grid may help you focus your application responses.

CATEGORY	POINTS	SCORING CRITERIA	APPLICATION QUESTIONS
Alignment with SFAC Goals (25 points)	25	The applicant demonstrates a thorough understanding of communities served and intentionality for serving those communities, and has a sound strategy for meeting the needs of the communities they serve.	<ul style="list-style-type: none"> <li>- <u>Who</u> does your organization serve and <u>why</u>?</li> <li>- <u>How</u> does your organization meet the needs of the communities you serve?</li> </ul>
Artistic History (25 points)	15	The organization and its artistic leadership's history and accomplishments are strong and demonstrate a meaningful evolution, as well as a deep connection to and impact on historically marginalized communities.	<ul style="list-style-type: none"> <li>- Describe the artistic leadership and how they have contributed to the vitality of the organization. Highlight major accomplishments that have supported the organization's general trajectory.</li> <li>- Artistic Director's Resume or CV</li> <li>- Up to five work samples documenting the span of the Artistic Director's time with the organization.</li> </ul>
	10	Letters of Support provide meaningful firsthand account(s) of the artistic director(s) and organization's impact on the communities the organization serves.	<ul style="list-style-type: none"> <li>- Letter(s) of Support (1 minimum, 3 maximum)</li> </ul>
Pivotal Juncture (25 points)	25	The applicant demonstrates that the proposal will further the artistic director's vision, and ensure the organization's longevity and lasting impact on the community(ies) served.	<ul style="list-style-type: none"> <li>- Describe the continuing impact the artistic director and organization seeks to achieve.</li> <li>- Describe your desired outcomes and strategy for evaluation.</li> <li>- Complete the Grant Plan.</li> </ul>
Organizational Sustainability (25 points)	10	The organization and its artistic director(s) demonstrate awareness of its current state and positioning (opportunities, challenges, and major change) in relation to the sustainability of the organization.	<ul style="list-style-type: none"> <li>- Describe the current state of your organization and how the artistic leadership has worked to ensure long-term sustainability.</li> </ul>
	10	The organization has shown the ability to mitigate economic challenges to ensure the long-term viability of the organization.	<ul style="list-style-type: none"> <li>- DataArts SFAC Funder's Report and Budget Notes or Profit and Loss Statement and Balance Sheet</li> </ul>
	5	Plans to address the next phase of the organization's trajectory have been well thought out and have board support.	<ul style="list-style-type: none"> <li>- Describe future challenges and how the organization and Board of Directors are working to address these challenges.</li> </ul>

## Panel Notes

SFAC staff takes notes on panel comments during deliberations. You may contact [sfac.grants@sfgov.org](mailto:sfac.grants@sfgov.org) to obtain panel comments.

## Funding Approval

Panel recommendations are subject to the approval of the Arts Commission. Typically, recommendations are first reviewed by the Community Investments Committee, then by the Full Commission. Meetings of the Commission are public. The agenda will be available on the Arts Commission website [sfartscommission.org](http://sfartscommission.org) 72 hours in advance of the meeting.

## Grant Awards

Notifications will be emailed. The award letter will include instructions about contracting procedures.

# How to Submit an Application

## Apply by Email

Email complete application and additional attachments in a single PDF only to [sfac.grants@sfgov.org](mailto:sfac.grants@sfgov.org) by 12 p.m. noon PST on Friday, March 22, 2019.

*Include "19ALG: (organization name)" in the email subject line.*

*Example: 19ALG: Pegasus and Unicorns United for the Arts*

Applications must be emailed. Hard copy, postal mail and faxed applications will not be accepted. In fairness to others, we cannot accept late or incomplete applications. An application may be deemed incomplete and ineligible if the individual does not provide the complete set of information in the appropriate format by the deadline. No deadline extensions will be granted.

Do NOT submit more materials than stipulated; excess materials will be discarded. If you have any questions about the application, please contact Program Officer Debbie Ng at [Debbie.H.Ng@sfgov.org](mailto:Debbie.H.Ng@sfgov.org) or 415-252-2216.