



**Regular Meeting of the
Cuyahoga Arts & Culture Board of Trustees**

Cleveland Public Library - Main Branch, Louis Stokes Wing, 2nd Floor
325 Superior Avenue, Cleveland, OH 44114
Wednesday, December 13, 2023, 3:30 pm

- 1. Opening of the Meeting**
 - a. Call to order
 - b. Call the roll
 - c. **Action:** Motion to approve November 15, 2023 regular meeting minutes
 - d. **Action:** Motion to confirm February 2024 meeting date

- 2. Executive Session** – Motion to enter into executive session to consider the compensation of public employees (roll call vote)
 - a. **Action:** Approval of personnel report

- 3. Public Comment on Today’s Agenda**

- 4. Executive Director Report**

- 5. Action Items and Reports – Grantmaking**
 - a. **Action:** approval of 2024 resident-led arts and culture grants
 - i. Neighborhood Connections and ioby
 - b. **Action:** approval of 2024 Support for Artists grant
 - i. Assembly for the Arts

- 6. Action Items and Reports – Finance and General Business**
 - a. Finance Report
 - b. **Action:** Approval of 2024 Budget
 - c. **Action:** Approval of contracts
 - i. SMU DataArts grant
 - ii. R Strategy
 - d. **Action:** Approval to accept grant from The Cleveland Foundation (The Educational Foundation of America)

- 7. Other Business**
 - a. Assembly for the Arts - Update

- 8. Public Comment on CAC Business**

- 9. Adjourn**

Next Regular Meeting: February 15, 2024 at 4:00 pm – Location TBD



Minutes of the Regular Meeting of the Board of Trustees
Wednesday, November 15, 2023

A regular meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:02 p.m. at Cleveland Public Library, Main Branch, Louis Stokes Wing, 2nd Floor.

The roll call showed that Trustees Blakemore, Isenhart, Mendez, Scott Taylor, and Sherman were present. It was determined that there was a quorum.

Also in attendance were Executive Director Jill Paulsen and CAC staff.

President Mendez welcomed the audience and said that today's meeting is where the Board approves 2024 grants for General Operating Support, Project Support, and Cultural Heritage programs. She added that grantmaking to nonprofits is precisely what CAC was designed to do and that CAC wants to celebrate the hard work of the 300 organizations recommended for grants today.

President Mendez acknowledged that today's meeting is happening at a difficult time for our arts community. She acknowledged that there are differing opinions on how future levy funding should be allocated and that some artists do not feel heard. She added that there is now uncertainty about when a potential campaign for expanded public funding can even take place. She said that CAC takes these issues seriously. CAC knows there is work to be done to build trusting relationships that will allow our sector to move forward in a healthy manner. She noted that we have been working on this. And we'll continue to do so.

1. APPROVAL OF MINUTES

Motion by Trustee Scott Taylor, seconded by Trustee Isenhart, to approve the minutes from the September 13, 2023 meeting, with the recommended correction (below) made by Trustee Sherman.

Discussion: Trustee Sherman stated that the minutes should be corrected, under the discussion of the action to approve the personnel report, to change the word "how" to "what".

Motion by Trustee Sherman, seconded by Trustee Scott Taylor to amend and accept the minutes with the change the word from "how" to "what" in the section of the minutes under approval of personnel report.

Vote – Ayes: Blakemore, Mendez, Scott Taylor, Sherman. Nays: None. Abstain: Isenhart. The motion carried.

2. PUBLIC COMMENT ON MEETING AGENDA ITEMS

Public comment was made by:

Nathan Motta, Dobama Theatre, general operating support grant recipient

Hattie Kotz, Children's Museum of Cleveland, general operating support grant recipient

Dr. Kirsten Ellenbogen, Great Lakes Science Center, general operating support grant recipient

3. EXECUTIVE DIRECTOR'S REPORT

Director Paulsen thanked everyone for joining her and the Board. Ms. Paulsen's remarks can be found in the Board materials.

4. FINANCE AND GENERAL BUSINESS

Finance Report

Ms. Harris stated that tax revenue through October 31 was \$8,464,015. This is \$469,485 (5.26%) below forecast and \$665,897 (7.3%) less than the same period in 2022. Interest revenue through October was \$399,048 which is \$50,248 above forecast. This is the result of increases in interest rates since the beginning of the year. She stated that expenditures for non-grant expenses through October were \$797,108 and are tracking \$70,320 below budget, primarily due to timing of payments.

Trustee Sherman asked how much money was in the bank. Ms. Harris replied that there is approximately \$12 million in the bank and \$815,000 outstanding as a receivable. Trustee Sherman asked how much money would be unencumbered at the end of December. Ms. Harris said approximately \$1.9 million, as shown on page 13 of the Board packet. Ms. Harris added that those funds will be used to ensure CAC could provide the same grant award amounts to General Operating Support and Cultural Heritage recipients in 2025.

Approval of 2024 Board Meeting Schedule

Trustee Mendez stated that the 2024 Board meeting schedule was included in the packet for the Board's approval.

Motion by Trustee Scott Taylor, seconded by Trustee Blakemore, to approve the 2024 Board meeting schedule.

Discussion: Trustee Sherman stated that she could not attend a meeting on February 21 and asked that the meeting be moved to February 13 or 15. It was agreed a new date would be found for the February meeting.

Vote – all Ayes.

5. BOARD ACTION

Mr. Sinatra, CAC director of grantmaking strategy and communications, provided an overview of the 2024 grant application and panel review process, including the recommendations for 2024 grantmaking totaling \$10,750,487 for 300 organizations. Mr. Sinatra provided summary comments which were included in the grants memo in the Board materials, provided to the Board in advance of the meeting.

Director Paulsen provided an update to the Board on the status of The Cleveland Ballet. Trustee Isenhart requested that the grant to The Cleveland Ballet be approved separately with additional conditions.

Ms. Isenhart asked that the criteria for grantmaking be reiterated. Mr. Sinatra reviewed the scoring criteria (public benefit, artistic and cultural vibrancy, and organizational capacity), as well as the score needed to be recommended for funding (Included in program guidelines).

Approval of General Operating Support 2024 Grant Amounts

Mr. Sinatra presented the Board with the slate of 2024 General Operating Support grantees and highlighted 73 organizations recommended for funding.

The following actions were taken:

Motion by Trustee Scott Taylor, seconded by Trustee Mendez, to approve the 2024 General Operating Support grants (below).

Discussion: Trustee Sherman stated that she thinks that all grants should be made at this November meeting and CAC administrative budget should also be provided and approved at this time. Everything should be done at one time.

Trustee Sherman motioned to delay approval of grants to December. There was no second to the motion.

Trustee Sherman motioned to increase the funding pool by \$1million to restore grants to their base level. There was no second to the motion.

Trustee Sherman motioned to take increases from some grantees that are recommended for larger grants and to give that money to grantees receiving decreased grants. There was no second to the motion.

Vote – Ayes: Isenhart, Mendez, Scott Taylor. Nays: Sherman. Abstain: Blakemore. The motion carried.

Organization	Score	Grant Amount
Western Reserve Historical Society		\$ 202,424

Motion by Trustee Blakemore, seconded by Trustee Scott Taylor, to approve the 2024 General Operating Support grants (below).

Discussion: None.

Vote – Ayes. Blakemore, Mendez, Scott Taylor. Nays: Sherman. Abstain: Isenhart. The motion carried.

Organization	Score	Grant Amount
Beck Center for the Arts		\$ 115,525
SPACES		\$ 34,003

Motion by Trustee Blakemore, seconded by Trustee Scott Taylor, to approve the 2024 General Operating Support grants (below).

Discussion: None.

Vote – Ayes: Blakemore, Isenhart, Mendez. Nays: Sherman. Abstain: Scott Taylor. The motion carried.

Organization	Score	Grant Amount
Arts Impact		\$ 42,668

Motion by Trustee Scott Taylor, seconded by Trustee Mendez, to approve the 2024 General Operating Support grants (below).

Discussion: None.

Vote – Ayes: Blakemore, Isenhart, Mendez, Scott Taylor. Abstain: Sherman. The motion carried.

Organization	Score	Grant Amount
Cleveland Institute of Art		\$ 486,867
DANCECleveland		\$ 38,611
FRONT International	76.50	\$ 82,204
The Cleveland Orchestra		\$ 863,659

Motion by Trustee Scott Taylor, seconded by Trustee Isenhart, to a grant to the Cleveland Ballet (below) contingent on the results of the final report related to the current workplace investigation.

Discussion: None.

Vote – Ayes: Blakemore, Isenhart, Mendez, Scott Taylor. Nays: Sherman. The motion carried.

Cleveland Ballet		\$ 73,954
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Motion by Trustee Scott Taylor, seconded by Trustee Mendez, to approve the 2024 General Operating Support grants (below).

Discussion: None.

Vote – Ayes: Blakemore, Isenhart, Mendez, Scott Taylor. Nays: Sherman. The motion carried.

Organization	Score	Grant Amount
Apollo's Fire Baroque Orchestra		\$ 102,914
Art House		\$ 25,225
Art Therapy Studio		\$ 44,753
Artists Archives of the Western Reserve		\$ 23,028
Assembly for the Arts		\$ 42,649

BAYarts		\$ 42,579
Broadway School of Music and the Arts		\$ 24,967
Center for Arts-Inspired Learning		\$ 83,621
Chagrin Documentary Film Festival	78.50	\$ 31,383
Chagrin Valley Little Theater		\$ 25,182
Children's Museum of Cleveland		\$ 91,210
Cleveland Botanical Garden		\$ 149,843
Cleveland Classical Guitar Society		\$ 32,816
Cleveland Institute of Music		\$ 472,791
Cleveland International Film Festival		\$ 106,206
Cleveland Jazz Orchestra		\$ 17,263
Cleveland Museum of Natural History		\$ 437,584
Cleveland Play House		\$ 264,669
Cleveland Pops Orchestra		\$ 51,196
Cleveland Print Room	88.50	\$ 36,742
Cleveland Public Theatre		\$ 86,632
Cleveland Restoration Society		\$ 75,733
Collective Arts Network		\$ 23,551
Contemporary Youth Orchestra		\$ 23,704
Dancing Wheels		\$ 39,212
Doan Brook Watershed Partnership		\$ 33,053
Dobama Theatre		\$ 39,797
Dunham Tavern Museum & Gardens		\$ 15,670
Ensemble Theatre		\$ 15,226
Great Lakes Science Center		\$ 216,921
Great Lakes Theater		\$ 139,572
GroundWorks DanceTheater		\$ 40,117
Heights Arts		\$ 23,572
ICA - Art Conservation		\$ 63,512
Ideastream Public Media		\$ 537,116
Ingenuity		\$ 34,724
Inlet Dance Theatre		\$ 26,025
Karamu House [†]		\$ 113,918
Lake Erie Ink		\$ 26,583
Lake Erie Nature & Science Center		\$ 63,683
LAND studio		\$ 152,738
Literary Cleveland	92.75	\$ 23,208
Maltz Museum		\$ 109,938
Morgan Conservatory		\$ 30,665
Museum of Contemporary Art Cleveland		\$ 104,387
Musical Theater Project		\$ 34,744
Nature Center at Shaker Lakes		\$ 73,516
Near West Theatre		\$ 47,702

North Coast Men's Chorus		\$ 19,884
Ohio Contemporary Ballet		\$ 35,516
Piano Cleveland		\$ 58,031
Playhouse Square		\$ 872,438
Rainey Institute		\$ 70,645
Rock and Roll Hall of Fame and Museum		\$ 670,975
Roots of American Music		\$ 21,447
Sculpture Center	78.50	\$ 15,384
Shaker Historical Society		\$ 13,381
Singing Angels		\$ 16,505
The Cleveland Museum of Art		\$ 869,265
The Cleveland Opera		\$ 11,760
The Music Settlement		\$ 177,229
Ukrainian Museum Archives		\$ 16,047
Valley Art Center		\$ 28,499
Zygote Press		\$ 21,239

Approval of Project Support 2024 Grants

Mr. Sinatra stated that the Board would be asked to approve the grant amounts and scores for the 237 Project Support grants.

Motion by Trustee Scott Taylor, seconded by Trustee Isenhart, to approve the 2024 Project Support grants (below).

Discussion: None

Vote – Ayes: Isenhart, Mendez, Scott Taylor, Sherman. Abstain: Blakemore. The motion carried.

Organization	Score	Grant Amount
Cuyahoga Valley Scenic Railroad	Yes	\$ 3,410
Mandel JCC		\$ 13,300

Motion by Trustee Scott Taylor, seconded by Trustee Blakemore, to approve the 2024 Project Support grants (below).

Discussion: None

Vote – Ayes Blakemore, Isenhart, Mendez, Scott Taylor. Abstain: Sherman. The motion carried.

Organization	Score	Grant Amount
Jewish Federation of Cleveland		\$ 12,960

Motion by Trustee Blakemore, seconded by Trustee Isenhart, to approve the 2024 Project Support grants (below).

Discussion: None

Vote – Ayes: Blakemore, Isenhart, Mendez, Scott Taylor, Sherman. The motion carried.

Organization	Score	Grant Amount
Abrepaso Flamenco	Yes	\$ 4,265
Achievement Centers for Children	Yes	\$ 4,265
America Asian Pacific Islander Organization [†]		\$ 4,265
America SCORES Cleveland		\$ 14,880
American Hungarian Friends of Scouting		\$ 8,685
American Slovenian Polka Foundation		\$ 3,410
Aradhana Committee [†]	92.60	\$ 15,790
Art of Me [†]	85.60	\$ 13,135
Artful		\$ 3,410
Arts in Strongsville	Yes	\$ 3,410
Arts Renaissance Tremont (ART)		\$ 3,410
Arts Without Borders	Yes	\$ 3,410
Association of African American Cultural Garden [†]		\$ 4,265
Babel Box Theater [†] *	Yes	\$ 3,410
Baldwin Wallace University		\$ 15,815
Baseball Heritage Museum	Yes	\$ 2,730
Bay Village Community Band	Yes	\$ 2,730
Beachwood Arts Council	Yes	\$ 4,265
Bedford Historical Society	Yes	\$ 2,455
Benjamin Rose Institute on Aging		\$ 4,265
Berea Arts Fest	85.00	\$ 7,615
BigHearted Blooms		\$ 4,265
BlueWater Chamber Orchestra	75.60	\$ 12,890
BorderLight		\$ 15,305
Boys & Girls Clubs of Northeast Ohio *	Yes	\$ 4,265
Brite Cleveland		\$ 15,305
Brooklyn Heights Service Clubs		\$ 3,410
Canalway Partners		\$ 3,410
Carolyn L. Farrell Foundation	76.00	\$ 12,960
Case Western Reserve University		\$ 3,410
Cassidy Theatre	84.40	\$ 14,395
Cedar Fairmount Special Improvement District		\$ 3,410
Celebrate the Arts Performance Academy [†]		\$ 4,265
Center for Employment Opportunities*	Yes	\$ 4,265
Cesear's Forum		\$ 3,410
Chagrin Arts	90.00	\$ 15,345

ChamberFest Cleveland	84.60	\$ 14,425
Choral Arts Cleveland	Yes	\$ 3,410
City Ballet of Cleveland	78.00	\$ 9,975
City Club of Cleveland		\$ 15,090
CityMusic Cleveland	95.40	\$ 16,270
Cleveland Chamber Choir	82.60	\$ 9,740
Cleveland Chamber Collective	Yes	\$ 4,265
Cleveland Chamber Music Society		\$ 11,285
Cleveland Chamber Symphony	81.20	\$ 5,885
Cleveland Composers Guild		\$ 3,410
Cleveland Contemporary Chinese Culture Association [†]	82.00	\$ 9,385
Cleveland Dance Project Company		\$ 4,265
Cleveland Grays Armory Museum		\$ 3,410
Cleveland Inner City Ballet [†]		\$ 3,410
Cleveland Leadership Center		\$ 3,410
Cleveland Opera Theater		\$ 4,265
Cleveland Philharmonic Orchestra	Yes	\$ 3,410
Cleveland Photo Fest	Yes	\$ 4,265
Cleveland Pride Band	Yes	\$ 4,265
Cleveland Rape Crisis Center		\$ 4,265
Cleveland Repertory Orchestra		\$ 3,410
Cleveland Rocks: Past Present and Future		\$ 14,750
Cleveland School of the Arts Board of Trustees		\$ 14,610
Cleveland Seed Bank		\$ 3,410
Cleveland Shakespeare Festival		\$ 3,410
Cleveland Silent Film Festival and Colloquium		\$ 3,410
Cleveland TOPS Swingband		\$ 3,410
Cleveland Treatment Center	81.00	\$ 4,075
Cleveland Uncommon Sound Project		\$ 4,265
Cleveland Winds		\$ 3,410
Cleveland Women's Orchestra		\$ 3,410
Colors+ Youth Center		\$ 4,265
Community Cup Classic Foundation [†]		\$ 3,410
Connecting for Kids		\$ 4,265
convergence-continuum		\$ 10,895
Coventry PEACE Campus		\$ 3,410
Coventry Village Special Improvement District		\$ 3,410
Dance Evert		\$ 4,265
Dancing Classrooms Northeast Ohio	Yes	\$ 2,935
Diversity Center of Northeast Ohio		\$ 3,410
Downtown Cleveland Alliance		\$ 14,920
East Cleveland Farmers' Market Preservation Society		\$ 2,140
Edward E. Parker Museum of Art [†]		\$ 3,410

Empowering Epilepsy		\$ 4,265
Encore Chamber Music Institute		\$ 6,340
Environmental Health Watch [†]		\$ 15,815
Euclid Beach Park Now		\$ 3,410
Far West Center		\$ 4,265
Folknet	Yes	\$ 3,410
Food Strong		\$ 4,265
Fostering Hope		\$ 4,265
Friends of the East Cleveland Public Library [†]		\$ 3,410
Friends of the McGaffin Carillon		\$ 6,310
From Me 2 U [†]		\$ 4,265
Front Steps Housing and Services		\$ 4,265
FrontLine Service		\$ 4,265
FutureHeights		\$ 4,265
Gardening in the District [†]		\$ 3,410
German Central		\$ 3,070
German Music Society		\$ 1,365
Golden Ciphers Youth Development & Cultural Arts Center [†]	Yes	\$ 4,265
Good Company: A Vocal Ensemble	Yes	\$ 4,265
Graffiti HeArt	Yes	\$ 3,410
Greater Cleveland Film Commission	Yes	\$ 4,265
Greater Cleveland Neighborhood Centers Association		\$ 14,710
Group Plan Commission		\$ 4,265
Harvard Community Services Center [†]	Yes	\$ 3,410
Hasani Management Inc [†]		\$ 3,410
Heights Youth Theatre		\$ 13,970
Henry Johnson Center [†]		\$ 4,265
Historic Gateway Neighborhood Corporation		\$ 9,920
Hospice of the Western Reserve		\$ 13,030
In Harmony Therapeutic Services		\$ 9,040
India Fest USA [†]		\$ 3,410
InMotion*	Yes	\$ 3,410
International Community Council	Yes	\$ 3,410
International Women's Air & Space Museum		\$ 3,410
Italian Cultural Garden		\$ 3,410
Jennings Center for Older Adults		\$ 14,750
Jewish Family Service Association of Cleveland Ohio		\$ 4,265
John Carroll University*	Yes	\$ 4,265
Jones Road Family Development Corporation		\$ 10,810
Kaboom Collective	80.20	\$ 13,675
Kings & Queens of Art [†] *	Yes	\$ 3,410
Kulture Kids		\$ 14,725
Lakewood Young Filmmakers Academy	85.60	\$ 7,185

LakewoodAlive		\$ 4,265
Larchmere PorchFest		\$ 3,410
Les Délices	90.00	\$ 15,345
LGBT Community Center Greater Cleveland		\$ 4,265
Little Italy Redevelopment Corporation		\$ 2,730
Little Lumpy's Center for Educational Initiatives†		\$ 11,165
Local 4 Music Fund		\$ 15,475
LYLESART†		\$ 4,265
M.U.S.i.C.	89.40	\$ 10,670
Maelstrom Collaborative Arts	80.20	\$ 13,675
Malachi Center		\$ 4,050
Mantles and Makers†*	Yes	\$ 3,410
May Dugan Center		\$ 3,410
Men of Independence		\$ 3,410
MidTown Cleveland	Yes	\$ 4,265
Museum of Creative Human Art†	Yes	\$ 4,265
Music and Art at Trinity		\$ 11,770
Naach Di Cleveland†	Yes	\$ 3,410
NAMI Greater Cleveland	Yes	\$ 4,265
New Avenues to Independence		\$ 2,970
NewBridge Cleveland Center for Arts & Technology	87.80	\$ 14,970
No Exit	Yes	\$ 3,410
North East Ohio Musical Heritage Association		\$ 4,265
North Pointe Ballet*	Yes	\$ 4,265
North Union Farmers Market		\$ 4,265
Northeast Ohio Hispanic Center for Economic Development†		\$ 3,070
Northwest Neighborhoods CDC		\$ 8,235
OCA Greater Cleveland†		\$ 4,265
Oh Sew Powerful†		\$ 4,265
Ohio City Incorporated	Yes	\$ 4,265
Old Brooklyn Community Development Corporation	Yes	\$ 4,265
One South Euclid	Yes	\$ 4,265
Open Doors Academy		\$ 15,475
Open Tone Music†		\$ 12,790
Pakistani Cultural Garden†		\$ 3,410
PALS for Healing		\$ 14,535
Parma Area Fine Arts Council	Yes	\$ 3,410
Polish Village Parma	Yes	\$ 3,410
Praxis Fiber Workshop	89.60	\$ 15,280
Radio on the Lake Theatre*	Yes	\$ 3,410
Reaching Heights		\$ 3,410
Refresh Collective		\$ 15,970
Refugee Response	82.80	\$ 14,120

Renovare Music	85.40	\$ 8,520
Restore Cleveland Hope	Yes	\$ 3,410
Ridna Shkola Cleveland*	Yes	\$ 4,265
Roberto Ocasio Foundation†		\$ 3,410
Rollin' Buckkeyez†		\$ 4,265
Schmooze Ohio†		\$ 1,705
School of Cleveland Ballet	86.60	\$ 14,770
Shaker Arts Council	Yes	\$ 3,410
Shore Cultural Centre	Yes	\$ 3,410
Slavic Village Development		\$ 3,410
SOS: Strengthening Our Students†	Yes	\$ 3,410
St. Clair Superior Development Corp.	Yes	\$ 4,265
Stellar Acrobatic Dance Academy†		\$ 3,410
Studio Institute*	Yes	\$ 4,265
STV Bavaria	Yes	\$ 4,265
Suburban Symphony Orchestra	Yes	\$ 4,265
Talespinner Children's Theatre	91.80	\$ 15,655
Tender Hearts Crusades†	Yes	\$ 4,265
The Foundry*	Yes	\$ 4,265
The Gathering Place		\$ 4,265
The Harvard Square Center†		\$ 3,410
The Movement Project		\$ 12,795
Thea Bowman Center†		\$ 3,410
Tremont West Development Corporation		\$ 7,640
Trobár Medieval	Yes	\$ 4,265
Ukrainian Cultural Arts Association of Greater Cleveland		\$ 2,560
Union Miles Development Corporation†		\$ 4,265
University Circle Inc.		\$ 13,580
Upcycle Parts Shop	Yes	\$ 4,265
UpStage Players		\$ 3,410
Ursuline College	Yes	\$ 4,265
VIVA Bavaria		\$ 3,410
Wake Up and Live's Actor's Studio†	Yes	\$ 3,410
Waterloo Arts	91.60	\$ 15,620
West Park Kamm's Neighborhood Development	Yes	\$ 4,265
West Side Catholic Center		\$ 4,265
West Side Community House†	91.40	\$ 15,390
Western Reserve Chorale		\$ 4,265
Western Reserve Fire Museum & Education Center	Yes	\$ 3,410
Western Reserve Land Conservancy		\$ 3,410
Westlake Chinese School†	Yes	\$ 3,410
Westown Community Development Corporation		\$ 3,410
Windsong, Cleveland's Feminist Chorus	Yes	\$ 4,265

Women in History	Yes	\$ 3,410
Writers in Residence		\$ 4,260
Youth Challenge		\$ 4,265

Approval of Cultural Heritage 2024 Grants

Mr. Sinatra stated that the Board would be asked to approve the grant amounts and score for the 13 Cultural Heritage organizations recommended for funding.

Motion by Trustee Scott Taylor, seconded by Trustee Isenhart, to approve the Cultural Heritage grants (below).

Discussion: None.

Vote – Ayes: Blakemore, Isenhart, Mendez, Scott Taylor, Sherman. The motion carried.

Organization	Score	Grant Amount
AfricaHouse International [†]		\$ 19,780
Buck Out Foundation [†]		\$ 15,075
Cleveland Association of Black Storytellers [†]		\$ 5,000
CollectivExpress [†]	86.80	\$ 8,542
Djapo Cultural Arts Institute [†]		\$ 19,389
DuffyLit [†]		\$ 15,711
Foluke Cultural Arts [†]		\$ 30,000
Greater Cleveland Urban Film Festival [†]		\$ 30,000
Julia De Burgos Cultural Arts Center [†]		\$ 30,000
LatinUs Theater Company [†]		\$ 23,828
Mojuba! Dance Collective [†]		\$ 8,820
Sankofa [†]		\$ 7,714
Slovenian Museum and Archives		\$ 6,583

Trustee Mendez thanked the applicants and CAC staff for their diligent work and thanked the Cuyahoga County residents for their generous support.

6. ASSEMBLY FOR THE ARTS

Mr. Johnson gave an update at 5:16 on the progress toward a potential levy to expand funding that will flow through CAC to support the arts. He said it is his number one agenda item. The presentation lasted until 5:22. During the presentation Mr. Johnson said that a levy to raise the tax on cigarettes will cost approximately \$1.6 million and that, to date, Assembly for Action had not raised any money for a campaign.

7. Public Comment

Public comment was made by:
Anastasia Pantsios, photographer writer and editor of Cool Cleveland

Gwendolyn Garth, artist and Kings and Queens of Art – Project Support grant recipient, former CAC Board member
M. Carmen Lane, artist
Linda Armstead, artist

The next meeting will be held at 3:30 pm on Wednesday, December 13, 2023.

9. ADJOURNMENT

Motion by Trustee Scott Taylor, seconded by Trustee Blakemore, to adjourn the meeting. No discussion.
Vote – all ayes. The motion carried. The meeting was adjourned at 5:39 pm.

Attest:

Karolyn Isenhardt, Secretary, Board of Trustees

Executive Director's Report

Regular Meeting of the Board of Trustees: December 13, 2023

Welcome to our December meeting.

Today CAC's Board will have the opportunity to approve three grants.

- Two Resident-Led community art grants: ioby and Neighborhood Connections.
- One Support for Artists grant: Assembly for the Arts

These three grants round out CAC's 2024 grant commitments.

In addition, the Board will conduct regular administrative matters, including the approval of minutes, contracts, and the 2024 organizational budget, of which approximately 92% goes directly to grants.

Additional items of note:

- Our recommendation that Assembly design and manage 2024 Support for Artist funding comes, in part, from the community engagement and planning project Assembly conducted this fall. CAC is acting on what we heard. Looking forward, we know the work will require accountability and space for learning from the past. The work will also require true partnership between Assembly and CAC to 'expand the pie' of resources for artists from additional sources. We believe that CAC and Assembly must work together to move forward – both for this project and for the success of any future levy efforts.
- The Education Foundation of America, via The Cleveland Foundation, has awarded CAC \$41,000 in operating support for 2024. These funds will be used to offset operational costs and a modest expansion of efforts to highlight and promote CAC-funded arts events to the residents of Cuyahoga County.
- Finally, I call your attention to the Staff Report in this packet, which highlights the team's 2023 work. I remain grateful for my teammates' positivity and willingness to go above and beyond to serve our grant applicants and recipients. Thank you.

Respectfully,

Jill Paulsen
Executive Director

2023 in Review: Updates from CAC Staff

December 13, 2023

CAC's work is rooted in our [10-year community planning process](#) that identifies the two constituents that we must serve as: 1) nonprofit arts organizations; and 2) the residents of Cuyahoga County. Every year, staff creates a [work plan](#) that is grounded in this framework and CAC's [Mission, Vision & Values](#).

What follows is a summary of key 2023 staff work.

1. GRANTMAKING: Connecting with and serving nonprofit organizations.

CAC provided high quality assistance to hundreds of arts and culture nonprofits in 2023. CAC staff managed processes and supported grantees as they closed out 2022 grants, carried out 2023 grants, and applied for 2024 grants. To successfully administer these grant cycles, CAC managed a portfolio of 273 current grant recipients in our core grantmaking, offering personalized customer service.

2023 Core Grantmaking Summary:

As outlined in the Board-approved guidelines, CAC launched and administered the application processes for 2024-25 General Operating Support, 2024-25 Cultural Heritage, and 2024 Project Support. CAC's grantmaking team designed, built, and managed three grant application processes, including eligibility checks, full applications, panels, reporting, and grant contracts. New in 2023, staff built an additional process by which Project Support grantees could bypass the full application and panel processes. A snapshot of key activities throughout the process follows:

Grant Guidelines

Each year, CAC solicits and responds to formal and informal feedback from applicants and grant recipients to inform the grant guidelines, application, and panel process.

- CAC offered a public comment period on draft guidelines via CAC's website.
- All applicants were surveyed for feedback on the eligibility check, application, and panel processes.
- CAC hosted technical assistance opportunities for applicants and took feedback during those sessions and hosted conversations on its process and grant opportunities at Arts and Culture Network Nights.
- Throughout the year, CAC was responsive to ongoing calls and emails from applicants, grant recipients, and those interested in the process but have never applied.
- CAC met with staff at Assembly for the Arts to gather feedback on our grant guidelines.

Following the feedback period and CAC Board of Trustees approval in April 2023, CAC finalized, designed, and published the guidelines, sharing widely. Staff also implemented changes to streamline and simplify the application and panel process, and to provide stability and implement multi-year funding commitments.

Workshops & Technical Assistance

CAC provides a variety of technical assistance opportunities to ensure applicants have the tools and information to be successful in the process. To ensure every applicant gets the help they need, the team recorded many online workshops and made them available on CAC's YouTube channel. CAC staff provided a significant amount of technical assistance one-on-one via phone and email. This year, those offerings included:

- Three grant recipient workshops, attended by 204 grantees, including all new 2023 grant recipients. To ensure their success during the grant period, topics covered included crediting and reporting requirements, payment requests and connecting with their grant manager.
- CAC hosted multiple, informative workshops and Q&A sessions covering every step of the application process, funding criteria and changes to the application. Participation in all these sessions totaled more than 180, with some participants attending multiple offerings:
 - Grant opportunities workshop (108 participants)
 - Application workshops for the GOS, CH and PS programs (32 participants)
 - Workshop with Plante Moran on 990 and 990EZ (17 participants)
 - SMU | DataArts Cultural Data Profile workshop (26 participants)
 - Two rounds of virtual office hours where applicants met with staff to address specific questions.
- CAC regularly connected with all grant recipients through technical assistance calls, report feedback meetings, and site visits, to help them maximize their grants while navigating the continued pandemic and informing our work.
- Continued to offer "CAC Top Three," a newsletter for our grant recipients (12 issues sent in 2023 to more than 1,000 individuals each month), that responds to the interest of the groups we fund and connects them to resources. This newsletter continues to receive higher than average open rates.

Eligibility Check & Application

To facilitate a streamlined application process, staff built online application forms in alignment with the Board-approved grant guidelines for General Operating Support, Project Support and Cultural Heritage. This includes multistep online processes by which applicants can verify their eligibility to apply for or continue to receive CAC funding, upload documentation and complete application requirements. This year, CAC staff:

- Processed and verified eligibility checks for 347 nonprofit organizations.
- Communication: conducted outreach, technical assistance, and reminders through dozens of email communications and personalized outreach
- Reviewed and processed applications from 305 nonprofit organizations, verifying eligibility for panel or bypass/steady cohort.

Project Support Bypass Option – New in 2023

- Processed and verified eligibility for 126 CAC grantees, so that they could bypass the application and panel processes.
- Developed communications plans to support the launch of this new option, including technical assistance, guides, and online forms.
- Collected and processed 126 “Project Info Forms” to collect required information to make 2024 grant recommendations.

Panel

To review and recommend grants in a transparent and impartial manner, CAC staff recruited a diverse roster of panelists from around the country. Staff trained panelists in the review process and funding criteria. For the live and written panels, staff chaired the proceedings, provided technical support to panelists, shared progress on social media. Staff worked to prioritize panelist diversity across age, race, gender, and discipline.

- Recruited and vetted 29 panelists through personalized outreach and interviews.
- Hosted live panel meetings in September, attended by dozens of grantees and the public.

Contracts, Reporting, and Payments

To help ensure grantee success and foster trust-based philanthropy, staff ensured grant compliance through our contracts, reporting and payment processes. In 2023, CAC managed nearly 300 contracts, approved more than 400 reports, and issued 424 separate payments to grantees. CAC also:

- Managed more than 275 grant contracts, including gathering signatory contact information, updating database, issuing agreements, and following-up on timely return of signed contracts.
- Reviewed all reporting requirements in General Operating Support, Project Support, and Cultural Heritage, streamlining or eliminating requirements where possible.
 - Reviewed and provided feedback as needed for annual goals and mid-year reports by 80 Cultural Heritage and General Operating Support grantees.
 - Conducted 12 mid-year meetings with all Cultural Heritage grant recipients.
 - Reviewed annual goals and interim reports for 5 Support for Artist grantees.
 - Reviewed and approved 252 final grant reports, providing feedback on each.
- Hosted four virtual report-outs for Project Support grantees with grants up to \$5,000. These events continue to be a well-attended alternative to the written report format and provide connections with and support from peer organizations.
- Reviewed and approved 66 advance payments for Project Support grantees, ensuring organizations had access to funding up front to start their public projects.
- In total, reviewed related documents and released 424 separate payments to grantees.
- Held site visits or conducted additional outreach for grantees as needed.

Resident-Led Grantmaking

CAC continued supporting resident-led projects through grants to Neighborhood Connections and ioby.

- Since 2013, CAC has co-funded over 454 resident-led arts and culture projects with Neighborhood Connections. In 2023, our \$50,000 investment helped co-fund 34 neighborhood arts and culture-based projects responding to groups of residents who organize projects that offer creative solutions to challenges in their neighborhoods. Successful applicants received grants of up to \$5,000.
- CAC completed its 5th year of the ioby Cuyahoga Arts & Culture Match Fund. The fund provided up to \$3,000 per project in match funds, totaling \$83,350 in resident-led arts projects. CAC funds helped residents raise an additional \$98,625 on ioby.org, for a total of \$181,975 directed to 50 local arts and culture projects. This includes a 19% increase in the number of projects supported compared to the previous year of this partnership.

To continue this successful work, CAC will bring before the Board at its December meeting a recommendation to continue its resident-led arts and culture grantmaking through ioby and Neighborhood Connections. See the Resident-Led Grantmaking memo in this packet for more details.

Support for Artists

Throughout 2023, Cuyahoga Arts & Culture funded four nonprofits to provide a range of support and funding opportunities for Cuyahoga County artists. Grants to Assembly for the Arts, Julia de Burgos Cultural Arts Center, SPACES and Karamu House supported more than 50 Cuyahoga County artists in 2023. These grants provided fellowships, project-based funding, access to physical spaces to create and display artworks, professional development, relationship-building and collaboration between artists and nonprofit organizations, and more.

To continue this commitment, CAC will bring before the Board at its December meeting a recommendation to make a grant to Assembly for the Arts to conduct 2024 Support for Artist work. See the 2024 Support for Artists memo in this packet for more details.

2. COMMUNICATIONS: Connecting with residents and promoting CAC-funded events.

2022-2023 Report to the Community. In June, CAC released its annual report in a digital and mailed print format. The report summarizes the resilience of grantees and impact of CAC funding during the continued pandemic. The report has been viewed by hundreds of grantees, public officials, and other engaged residents. View and share the report at <https://2022report.cacgrants.org/>.

Highlighted the Work of CAC Grantees. FreshWater Cleveland did six features that raised awareness of CAC’s grant recipients. Each piece shared a unique perspective on CAC-funded activities. These stories received thousands of views through FreshWater Cleveland’s website and social media pages.

In addition, WKYC Channel 3 did five TV segments highlighting the work of CAC grantees and promoting the ClevelandArtsEvents.com website. The stories reached thousands of people through wkyc.com and Facebook advertising.

Launched new cacgrants.org and ClevelandArtsEvents.com websites. In August, CAC launched two newly designed websites to better serve the community. CAC’s website launched with a new design and navigation. ClevelandArtsEvents.com was redesigned in partnership with Assembly for the Arts and is now maintained collaboratively.

In 2023, the ClevelandArtsEvents.com website continued to see more than 5,800 users per month, who view more than 14,000 pages each month.. 2,413 events were posted on the website this year, which yielded 84,532 site visits.

Also, of note, the most visited page on the ClevelandArtsEvents.com website continues to be the “jobs” section listing job postings, calls for artists, and other opportunities for artists and creatives. This page alone saw more than 11,000 views in 2023. CAC also maintained strong participation on its social platforms:

Cuyahoga Arts & Culture Social Media Awareness

	Dec 2021	Dec 2022	Dec 2023
Facebook Followers	16,622	17,078	16,855
X/Twitter Followers	124,942	123,429	121,299
Instagram Followers	4,200	4,843	5,169

Gathered the Arts & Cultural Community. Working with Neighborhood Connections and Assembly for the Arts, CAC offered opportunities to convene our grant recipients, artists, and residents. In 2023, Neighborhood Connections hosted five in-person Arts & Culture Network Nights. These events were attended by representatives from CAC-funded organizations, artists and residents engaged in the arts & cultural community. The goal of these events is to spark connection and inspire collective action among our arts and cultural community. Each Network Night and Community of Practice was attended by 20-50 participants and fostered conversations and connections. In 2024, we will once again co-host these events with Assembly for the Arts.

Media Placements. Cuyahoga Arts & Culture continues to see steady and broad-reaching traditional media coverage in print, radio, and on broadcast media. In addition to consistent crediting of Cuyahoga Arts & Culture in the media by our partners, below are a sampling of the media placements focused on or mentioning CAC's work or support in 2023, that contributed to continued awareness of CAC:

- [Cuyahoga County can vote to expand cigarette tax to vape products to fund arts under new state law - cleveland.com](#) - January 13, 2023
- [Cuyahoga Arts & Culture seeks feedback | Ideastream Public Media](#)
April 19, 2023
- [Cuyahoga Arts & Culture opens 2024 grant funding opportunities \(freshwatercleveland.com\)](#)
May 11, 2023
- [Rooted in nature: Cuyahoga Arts & Culture grants nurture opportunities for new growth. \(freshwatercleveland.com\)](#)
June 8, 2023
- [A timeline of Cuyahoga County's cigarette tax for the arts | Ideastream Public Media](#)
July 17, 2023
- [Cuyahoga Arts & Culture considers November '24 levy to expand cigarette tax | Ideastream Public Media](#)
September 13, 2023
- [Cuyahoga Arts & Culture approves 2024 grants, campaign for levy renewal on hold | Ideastream Public Media](#)
November 15, 2023
- [Leader of the Pack - Collective Arts Network - CAN Journal](#)
November 2023

3. Effective TEAMWORK and OPERATIONS

- **Received the Auditor of State Award.** Once again, CAC received the highest opinion that the Auditor of State gives: no findings and no material weaknesses for our 2022 financial audit, which led to CAC once again receiving the Auditor of State Award, an award received by fewer than 5% of public agencies in Ohio.
- **Set and Measured Goals.** All CAC staff members tracked progress against their personal professional development plans each quarter, concentrating on ways to work smarter, not just harder, resulting in a team that stayed focused on key objectives.
- **Continued Participation in Government Alliance on Race & Equity (GARE).** Staff participated regularly in GARE's Arts & Culture Working Group and used discussion boards and resources to connect with public sector peers throughout the country and inform our work.
- **Maintained a Commitment to Learning and Action, with a Focus on Racial Equity.** CAC's Core Racial Equity Working Group continued its support of internal learning and action within the organization.
- **Staff Updates.**
 - Welcomed Maya Curtis and Dayvon Nichols, CAC grants managers.

FINANCIAL UPDATE

2023 YTD

Revenue. Tax revenue through November 30 was \$9,166,573. This is \$686,927 (7%) below budget year-to-date and \$917,406 (9.1%) below revenue for the same period in 2022. Interest revenue through November was \$429,756 which is 53,365 (14.2%) above forecast.

As of November 30, CAC investments:

- RedTree Investment Group: \$11,248,747 (target yield 3.7%)
- STAR Ohio: \$1,925,345 (yield 5.59%)

Expenditure. Non-grant expenditures through November were \$871,243 and are tracking under budget by \$54,661 due to timing of payments.

2023 Year End Outlook

Revenue is expected to be approximately \$700,000 lower than forecast at year end, pending tax receipts for December. Expenses for 2023 will be slightly below budget primarily due to reductions in grant payments and modest lower-than-budgeted expenses. In addition to monthly tax and interest revenue, CAC has used \$2.9 million from its general fund to issue grant payments and for operational expenditures. The approved 2023 budget indicated \$2.3 million would be used from the general fund. The additional draw is due to the shortfall in tax revenue (~\$700k) which was partially made up by higher interest revenue and lower overall expenses. It is estimated that CAC will begin 2024 with \$1.6 million of unencumbered general funds, which will be used to keep 2025 General Operating Support and Cultural Heritage grants the same amount as the 2024 grants.

Cuyahoga Arts & Culture				
Through 11/30/2023				
	Actual YTD	Budget YTD	\$ Over/Under Budget	% of Budget
Ordinary Revenue/Expenditures				
Revenue				
Excise Tax	\$ 9,166,573	\$ 9,853,500	\$ (686,927)	93.03%
Interest	\$ 428,865	\$ 375,500	\$ 53,365	114.21%
Other revenue			\$ -	
Total Revenue	\$ 9,595,438	\$ 10,229,000	\$ (633,562)	93.81%
Expenditures				
Arts & Cultural Programming				
Salaries, Wages and Benefits	\$ 336,120	\$ 343,584	\$ (7,464)	97.8%
Grant Panel Expenses	\$ 6,159	\$ 5,250	\$ 909	117.3%
Grant Management Expenses	\$ 27,149	\$ 40,750	\$ (13,601)	66.6%
Awareness Activities	\$ 15,379	\$ 20,050	\$ (4,671)	76.7%
Grants**	\$ 12,309,525	\$ 12,345,795	\$ (36,271)	99.7%
Total A&C Exenditures	\$ 12,694,330	\$ 12,755,429	\$ (61,098)	99.5%
General & Administrative				
Salaries, Wages and Benefits	\$ 313,976	\$ 312,457	\$ 1,520	100.5%
Facilities, Supplies, Equipment	\$ 60,894	\$ 73,015	\$ (12,121)	83.4%
Professional Fees	\$ 111,567	\$ 130,799	\$ (19,232)	85.3%
Depreciation	\$ -		\$ -	
Total G&A Expenditures	\$ 486,437	\$ 516,271	\$ (29,834)	94.2%
Total Expenditures	\$ 13,180,767	\$ 13,271,699	\$ (90,932)	99.3%
Net Ordinary Revenue	\$ (3,585,329)	\$ (3,042,699)	\$ (542,630)	

** Outstanding 2023 grant obligations are on the balance sheet.

Non-grant cash disbursements YTD	\$ 871,243	\$ 925,904	\$ (54,661)
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Cuyahoga Arts & Culture
Balance Sheet as of

As of November 30, 2023

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
KeyBank	\$ 88,430
RedTree (U.S.Bank)	\$ 11,248,747
Star Ohio	\$ 1,925,345
Total Bank Accounts	<u>\$ 13,262,522</u>
Accounts Receivable	
11000 Accounts Receivable	\$ 702,559
Total Accounts Receivable	<u>\$ 702,559</u>
Total Current Assets	<u>\$ 13,965,081</u>
Fixed Assets	
15000 Furniture and Equipment	\$ 870
17000 Accumulated Depreciation	-\$ 360
Total Fixed Assets	<u>\$ 510</u>
TOTAL ASSETS	<u>\$ 13,965,591</u>
 LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 Payroll Liabilities	\$ 1,733
24200 GOS Grants	\$ 1,018,478
24300 PS and CH Grants	\$ 553,817
24400 SFA and Other (CC) Grants	\$ 61,500
Total Other Current Liabilities	<u>\$ 1,635,528</u>
Total Current Liabilities	<u>\$ 1,635,528</u>
Total Liabilities	<u>\$ 1,635,528</u>
Equity	
32000 General Fund	\$ 15,915,393
Net Income	-\$ 3,585,329
Total Equity	<u>\$ 12,330,063</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 13,965,591</u>

NOTE for Balance Sheet:

Unencumbered Balance at 11/30/2023	\$	12,330,063
November Grant Commitments 11/15/2023	\$	(10,750,487)
Proposed Grants and Contracts for Dec Approval	\$	(605,000)
Unencumbered General Fund Balance at 11/30/2023	\$	974,576
		<hr/>
December additions tax and interest	\$	800,000
December non-grant expenditures	\$	(130,000)
	\$	1,644,576
		<hr/>
Est Unencumbered General Fund Balance at 1/1/2024	\$	1,644,576

It is estimated that CAC will begin 2024 with \$1.6 million of unencumbered general funds, which will be used to keep 2025 General Operating Support and Cultural Heritage grants the same amount as the 2024 grants.

CIGARETTE TAX RECEIPTS FY 22 VS FY 23 YTD				
Month	2022	2023	2023	
			\$VAR	22/23 % VAR
JANUARY	\$ 1,020,374.75	\$ 902,452.46	\$ (117,922.29)	-11.6%
FEBRUARY	\$ 672,520.40	\$ 661,798.93	\$ (10,721.47)	-1.6%
MARCH	\$ 835,735.13	\$ 935,437.39	\$ 99,702.26	11.9%
APRIL	\$ 1,027,927.45	\$ 758,029.32	\$ (269,898.13)	-26.3%
MAY	\$ 784,357.79	\$ 816,989.21	\$ 32,631.42	4.2%
JUNE	\$ 1,814,603.74	\$ 1,656,081.30	\$ (158,522.44)	-8.7%
JULY	\$ 229,478.81	\$ 120,575.75	\$ (108,903.06)	-47%
AUGUST	\$ 1,029,783.44	\$ 884,886.34	\$ (144,897.10)	-14%
SEPTEMBER	\$ 862,646.97	\$ 912,041.36	\$ 49,394.39	6%
OCTOBER	\$ 852,483.05	\$ 815,722.53	\$ (36,760.52)	-4%
NOVEMBER	\$ 954,067.95	\$ 702,558.89	\$ (251,509.06)	-26%
DECEMBER	\$ 847,393.00			
TOTALS	\$ 10,931,372.49	\$ 9,166,573.48	\$ (917,406.01)	-9.1%



MEMORANDUM

Date: December 13, 2023
To: CAC Board of Trustees
From: CAC Staff
Re: 2024 Resident-Led Grantmaking

Board Action: Cuyahoga Arts & Culture recommends grants to two nonprofit organizations, totaling \$160,500, to provide grants for responsive, resident-led work in 2024. These organizations are Neighborhood Connections (\$60,500) and ioby (\$100,000).

CAC's Commitment to Resident-Led Grantmaking

Through its resident-led grantmaking, CAC supports emerging community-based and neighborhood projects across Cuyahoga County. Since 2013, CAC has co-funded over **454 resident-led arts and culture projects** in Cleveland and East Cleveland and invested a total of \$847,485 through Neighborhood Connections grants and Arts & Culture Network Nights. Since 2019, CAC has invested \$368,350 in matching funds into **169 resident-led arts and culture projects** through the ioby-CAC Match Fund. See the Staff Report for more on the impact of 2023 Resident-Led grants.

Neighborhood Connections: \$60,500 to co-fund resident-led projects in Cleveland and East Cleveland and host four in-person gatherings for artists, arts & culture organizations, and residents in 2023, alongside Assembly for the Arts. Neighbors work together to propose creative, arts and culture-based solutions to challenges their communities. Applicants are eligible for grants of up to \$5,000, with CAC matching up to 50% of the award. Neighborhood Connections makes grant selections by a committee of residents throughout the year, providing responsive grassroots grantmaking.

ioby: \$100,000 for the Cuyahoga Arts & Culture Match Fund to support resident-led arts and culture projects in Cuyahoga County in 2024. Ioby leverages CAC funding through a 1:1 match from citizen philanthropy. \$80,000 in match funds from CAC will generate an additional \$80,000 in funds raised through crowdfunding on ioby.org, for a total of at least \$160,000 supporting local arts and culture projects. An estimated 30-45 projects will receive up to \$3,000 in match funds in 2024. Participants will be trained in crowdfunding best practices, building fundraising competence and confidence for the long term, while investing in their own communities.

Next Steps

Following Board approval, CAC staff will work with Neighborhood Connections and ioby to launch and co-promote these grants to potential applicants in 2024.



cuyahoga
arts & culture
strengthening community

MEMORANDUM

Date: December 13, 2023
To: CAC Board of Trustees
From: CAC Staff
Re: 2024 Support for Artists grant

Board Action: Approve a grant of \$400,000 to Assembly for the Arts for them to design and manage 2024 Support for Artist program that results in funding and support programs for Cuyahoga County artists, as well as the establishment an artist advisory group to advise Assembly on its future work.

Background

In April 2023, CAC made a community engagement and planning grant to Assembly to design and hold open and inclusive engagement activities for artists and residents over 4-5 months. The grant was to result in 2024 Support for Artists Plan (the proposal that follows this memo) that identifies how Assembly will invest \$400,000 in artist support opportunities that: 1) center equity; and 2) recognize and address the diverse needs of Cuyahoga County-based artists.

CAC and Assembly agreed that Assembly's successful Support for Artists 2024 (SFA24) Plan must:

- be the result of **engagement of hundreds of people** (artists, creatives, culture bearers, residents more broadly), representing the full diversity of our county.
- prioritize funding and resources for **historically underrepresented or marginalized artists**.
- continue to **address the five distinct needs** of artists identified by CAC's support for artists planning team in 2017 (flexible funds, project funding, access to space, institutional connections, and professional development).
- consider, as the option or as part of a broader plan, **regranting to proven CAC-funded artist service providers** (*local arts nonprofits*) who have deep knowledge of community and expertise in delivering equitable artist support programs.
- include approaches that could be **expanded with additional funding sources** (beyond CAC).
- result in a **standing ongoing artist advisory group**, housed at Assembly, that informs and assesses all of Assembly's artist programs and services, inclusive of SFA24.

About the Proposed SFA24 Plan

Assembly outlined plans for how it intends to spend \$400,000 to serve Cuyahoga County artists in 2024; their grant proposal follows this memo. Their proposal is based, in part, on recommendations resulting from CAC-funded community engagement and listening grant. The plan includes working with regranting partners who have previously received Support for Artists funding from CAC, including Assembly itself, who will carry out its own artist funding and support programs. Their plan also includes potentially offering:

- larger grants to fewer artists in 2024;
- an emphasis on unrestricted, fellowship-type funding for artists;
- expanded funding opportunities for artists, including sponsorship-type funding through Assembly.

Additionally, Assembly will continue artist listening efforts in 2024 that will lead to the launch an artist advisory group to help inform their implementation of this grant and broader efforts.

Next Steps

Pending Board approval, CAC will issue a grant \$400,000 to Assembly for them to design and manage a Support for Artists program in 2024.



2024 Support for Artists Grant Scope of Work – Assembly for the Arts

Due by November 15, 2023, at 12 pm ET

Please complete the Scope of Work to help Cuyahoga Arts & Culture gain a better understanding of your proposed 2024 Support for Artists Plan, and how it will serve artists in Cuyahoga County.

1. Provide a detailed proposal for how Assembly for the Arts will design and manage a 2024 Support for Artists program, including key dates, goals, evaluation plan, and deliverables.
2. How does the proposal address the following key elements outlined in the 2023 community engagement and planning grant agreement? Does the plan:
 - reflect the **engagement of hundreds of people** (artists, creatives, culture bearers, residents more broadly), representing the full diversity of our county?
 - prioritize funding and resources for **historically underrepresented or marginalized artists**?
 - continue to **address the five distinct needs** of artists identified by CAC's support for artists planning team in 2017 (flexible funds, project funding, access to space, institutional connections, and professional development)?
 - consider, as the option or as part of a broader plan, **regranting to proven CAC-funded artist service providers** (*local arts nonprofits*) who have deep knowledge of community and expertise in delivering equitable artist support programs?
 - include approaches that could be **expanded with additional funding sources** (beyond CAC)?
 - result in a **standing ongoing artist advisory group**, housed at Assembly, that informs and assesses all of Assembly's artist programs and services, inclusive of SFA24?

Please indicate yes or no for each key element, and address how in a few sentences.

3. How many artists will be served by your program? What will they receive, learn or gain? How many artists receive funding? How much funding will they receive, and how are funds distributed?
4. Please provide a detailed budget, including any operating funds or matching funds that will be allocated to support the 2024 SFA program.



Cuyahoga Arts & Culture Support for Artists Grant: Scope of Work

Please complete the Scope of Work to help Cuyahoga Arts & Culture gain a better understanding of your proposed 2024 Support for Artists Plan, and how it will serve artists in Cuyahoga County.

1. Provide a detailed proposal for how Assembly for the Arts will design and manage a 2024 Support for Artists program, including key dates, goals, evaluation plan, and deliverables.

- a. Friday, November 17 - Assembly will meet with regranteeing organizations (Neighborhood Connections, Karamu House, Julia de Burgos Cultural Arts Center, Cleveland Public Theatre, and SPACES) to determine how to allocate and pool funds for individual artists.
- b. February 2024 – Assembly will launch three types of artist grant programs:
 - i. **Unrestricted Grants** – Fellowship-type funds for artists to apply for
 - ii. **Emergency Relief Grants** for artists (medical, dental, or mental health emergencies, financial assistance to artists struggling to make ends meet while facing disability, illness, or age-related problems, or emergency living expenses)
 - iii. **Rapid Action Grants** – sponsorship and project gap funding
 - The goal of these grant programs are to fulfill unmet needs in the arts community. Open to artists of all disciplines as well as creative businesses. The award selection process for each grant will be determined by a 4-6 person advisory and selection committee.
 - Individual artists and artist collectives and informal groups will be encouraged to apply

2. How does the proposal address the following key elements outlined in the 2023 community engagement and planning grant agreement?

- a. These grant programs will empower artists to engage hundreds of people through their work. Our selection committee will prioritize funding and resources for historically underrepresented or marginalized artists. Specifically, the unrestricted grants will provide artists with the flexibility to apply the funds to whatever they want (projects, space, professional development, other). Assembly for the Arts will continue to offer professional development opportunities for artists that all grantees will have access to.
- b. Assembly’s community engagement team are well connected to BIPOC artists and are intentional about engaging Black and Brown artists. In addition, our selection panel will include community members, artists, and civic/community leaders connected to the arts and CDCs and partner organizations who can help us broaden and spread our reach for applicants.
- c. Project will be supported by marketing and communication strategies that include a news release, providing key partners (including CAC) with promotional materials for publicizing the program on social media and in emails. We will also host information sessions (virtual and in person).

3. How many artists will be served by your project? What will they receive, learn or gain? Do artists receive funding? If yes, how much and how are funds distributed?

Funding Program Scenarios including Regranting Organizations:

Assumptions:

- \$400K to Support for Artist Funding Programs in 2024
- Administered by Assembly for the Arts and arts presenting regranting organizations: Cleveland Public Theatre, Julia de Burgos Cultural Arts Center, Karamu House, and SPACES
- About 30% of each grant from CAC go towards the administrative costs of each regranting organization

2023 ACTUAL						
Organization	Regrant Amt	\$Admin Cost	% Admin	\$ to Artists	Amt/Award \$	# Awards
Assembly for the Arts	\$ 140,000	\$ 40,000	29%	\$ 100,000	\$ 6,250	16
Julia de Burgos CAC	\$ 70,000	\$ 20,000	29%	\$ 50,000	\$ 5,000	10
Karamu House	\$ 120,000	\$ 40,000	33%	\$ 80,000	\$ 5,000	16
SPACES	\$ 70,000	\$ 22,000	31%	\$ 48,000	\$ 4,000	12
TOTALS	\$ 400,000	\$ 122,000	30%	\$ 278,000	\$ 5,063	54

SCENARIO #1: Equal Distribution			
Organization	Regrant Amt	30% Admin	\$ to Artists
Assembly for the Arts	\$ 80,000	\$ 24,000	\$ 56,000
Cleveland Public Theatre	\$ 80,000	\$ 24,000	\$ 56,000
Julia de Burgos CAC	\$ 80,000	\$ 24,000	\$ 56,000
Karamu House	\$ 80,000	\$ 24,000	\$ 56,000
SPACES	\$ 80,000	\$ 24,000	\$ 56,000
TOTALS	\$ 400,000	\$ 120,000	\$ 280,000

SCENARIO #2: Half of funds to Assembly			
Organization	Regrant Amt	20% Admin	\$ to Artists
Assembly for the Arts	\$ 200,000	\$ 60,000	\$ 140,000
Cleveland Public Theatre	\$ 50,000	\$ 15,000	\$ 35,000
Julia de Burgos CAC	\$ 50,000	\$ 15,000	\$ 35,000
Karamu House	\$ 50,000	\$ 15,000	\$ 35,000
SPACES	\$ 50,000	\$ 15,000	\$ 35,000
TOTALS	\$ 400,000	\$ 120,000	\$ 280,000

SCENARIO #3: All funds granted to Assembly			
Organization	Regrant Amt	30% Admin	\$ to Artists
Assembly for the Arts	\$ 400,000	\$ 120,000	\$ 280,000
Cleveland Public Theatre	\$ -	\$ -	\$ -
Julia de Burgos CAC	\$ -	\$ -	\$ -
Karamu House	\$ -	\$ -	\$ -
SPACES	\$ -	\$ -	\$ -
TOTALS	\$ 400,000	\$ 120,000	\$ 280,000

SCENARIO #4: Reduced Funds			
Organization	Regrant Amt	30% Admin	\$ to Artists
Assembly for the Arts	\$ 120,000	\$ 36,000	\$ 84,000
Cleveland Public Theatre	\$ 70,000	\$ 21,000	\$ 49,000
Julia de Burgos CAC	\$ 70,000	\$ 21,000	\$ 49,000
Karamu House	\$ 70,000	\$ 21,000	\$ 49,000
SPACES	\$ 70,000	\$ 21,000	\$ 49,000
TOTALS	\$ 400,000	\$ 120,000	\$ 280,000

Recommendations

- Scenario #4 will allow Assembly and other regranting organizations to give artists larger awards.
 - Each organization will be able to award 6 to 8 grants of \$8,000 each (= \$49,000/\$8,000 or \$70,000/\$8,000), depending on whether there is additional foundation support to cover administrative costs of operating programs. This is considering the following recommendations:
 - Increase the amount of each grant/award (\$8,000+) and if the award is tied to a project, make a substantial amount unrestricted (50-70%)
 - Collectively solicit funding from Gund or Cleveland Foundation to cover administrative costs or dollar match funds (split cost with organizations)

- **Emergency Relief Grants** for artists (medical, dental, or mental health emergencies, financial assistance to artists struggling to make ends meet while facing disability, illness, or age-related problems, or emergency living expenses)
- **Unrestricted Grants** for artists to apply to whatever they determine is most needed in their artistic practice.
- **Rapid Action Grants** (sponsorship support for artists)
- **We recommend regrating organizations** increase the size of their award and give out fewer awards.



MEMORANDUM

Date: December 13, 2023
 To: CAC Board of Trustees
 From: Jill Paulsen, executive director and Meg Harris, director of administration
 Re: 2024 Budget Appropriation

ACTION: At the December 13 board meeting, Trustees will be asked to approve the 2024 annual budget for CAC in the amount of \$12,390,000.

Background

CAC creates its budget annually based on what we plan to accomplish during the next fiscal year. Our budget is a representation of already-approved grant awards for 2024, organizational values, and anticipated revenue declines.

2023 Approved Budget vs. 2024 Proposed Budget

Revenue	2023 Approved Budget	2024 Proposed Budget	Change \$ in Budget	Change %
Excise Tax	\$ 10,673,500	\$ 9,203,750	\$ (1,469,750)	-14%
Interest revenue	\$ 400,000	\$ 450,000	\$ 50,000	13%
Other revenue	\$ -	\$ 41,000	\$ 41,000	
	\$ 11,073,500	\$ 9,694,750	\$ (1,378,750)	-12%
Expenditures	2023 Budget	2024 Budget	Change	% Change
Grants and Grants Management				
Salaries, Wages and Benefits	\$ 382,622	\$ 409,288	\$ 26,667	7%
Grantmaking Expenses	\$ 67,050	\$ 71,450	\$ 4,400	7%
Grants	\$ 12,345,795	\$ 11,325,487	\$ (1,020,308)	-8%
Total Grants/Grants Mgmt Expenditures	\$ 12,795,467	\$ 11,806,225	\$ (989,241)	-8%
General & Administrative				
Salaries, Wages and Benefits	\$ 373,756	\$ 374,075	\$ 319	0%
Facilities, Supplies, Equipment	\$ 80,509	\$ 64,427	\$ (16,082)	-20%
Professional Fees	\$ 149,767	\$ 145,273	\$ (4,494)	-3%
Depreciation	\$ 500	\$ -	\$ (500)	
Total G&A Expenditures	\$ 604,532	\$ 583,774	\$ (20,758)	-3%
Total Annual Expenditures	\$ 13,400,000	\$ 12,390,000	\$ (1,009,999)	-8%

2024 Budget and Annual Objectives

Overall, this annual budget ensures that CAC is positioned to achieve its 2024 organizational and team objectives, while limiting expenses wherever possible. This includes:

- Effectively managing an organizational portfolio of more than 300 grants throughout 2024.
- Centering equity in our daily work and long-term strategy.
- Connecting more residents to CAC-funded arts and culture events and raising awareness of how the investment of CAC funds improve their lives.
- Investing appropriately in staff to retain our strong team.

Revenue

The excise tax revenue projection for 2024 is \$9,203,750. This projection is based on a three-year rolling average of the decrease in tax receipts seen over the past three years – approximately 7.5% (2021/2020, 2022/2021 and 2023/2022). Interest revenue is forecast to be \$450,000, net of investment fees, based on projections provided by our investment advisor.

Year	Rev	Decrease	Average
2021	\$ 12,009,236	\$ (723,228)	
2022	\$ 10,931,372	\$ (1,077,863)	
2023 forecast	\$ 9,950,000	\$ (981,372)	
2024 estimate	\$ 9,203,750	\$ (746,250)	7.50%

Expenses

Anticipated 2024 expenses, detailed below, will be approximately \$12,390,000. More than 85% of the expenses are committed to grants to 300 nonprofit organizations, approved by the Board at the November 15, 2023 meeting. To meet the commitments approved by the Board, CAC uses its general fund to issue contracts in advance of the next fiscal year (2024), to meet [statutory requirements](#), and for cash flow needs. As such, CAC will use an estimated \$2,695,250 of the general fund to support the FY24 budget. Using the general fund is an intentional part of CAC’s long-range budgeting and expenditure model. This approach allows the agency to provide predictable funding over multi-year periods, with adjustments typically every two to three years, to address the cumulative effect of annual decreases in tax revenue.

Update on General Fund Balance

Est Unencumbered General Fund Balance at 1/1/2024	\$ 1,644,576
Est Tax Rev Jan - Dec 2024	\$ 9,203,750
Interest & Other Income 2024	\$ 491,000
Jan - Dec non grant expense	\$ (1,064,000)
Estimated General Fund Balance at 1/1/2025*	\$ 10,275,326
Estimated Grant Awards for 2025	\$ (11,300,000)
Insufficient Funds for Grant Approval on Regular Schedule	\$ (1,024,674)

*A sufficient balance in the general fund is [required](#) to approve and enter into grant contracts. CAC typically enters into contracts prior to the beginning of the fiscal year.

Appropriation Detail

1. Grants and Grants Management

a. Salaries, Wages and Benefits: \$409,288

This category includes salaries for the director of grantmaking strategy and communications (75%), three grants managers (100%), grantmaking & communications associate (75%) and director of administration (25%). Benefits include health, dental and vision insurance, and contributions, as required by law, to Medicare, Bureau of Workers Compensation, and the Ohio Public Employee Retirement System. Note: this category's increase is primarily related to CAC having open positions in 2022 and early 2023 which are now filled.

b. Grantmaking Management: \$71,450

The expenditures in this area are comprised of three broad categories: application and panel review activities; grantmaking management, technical assistance for grant applicants and recipients; and marketing and promotion of CAC-funded arts and culture organizations and events to the residents of Cuyahoga County through ClevelandArtsEvents.com. In 2024 CAC will increase its outreach to grantees and their stakeholders to highlight the benefit of our county's tax for arts and culture. These additional education activities are supported through a grant from the Educational Foundation of America (EFA).

c. Grants: \$11,325,487

This category represents grants awarded through: General Operating Support (\$9.18mil.); Project Support and Cultural Heritage (\$1.57mil.) grant programs; Neighborhood Connections for grassroots grantmaking and convening (\$60.5k); ioby for crowd-funded grants (\$100k); SMU DataArts for use of the Cultural Data Project (\$14.5k); and the Support for Artists grant to Assembly for the Arts (\$400k).

2. General and Administrative

a. Salaries, Wages and Benefits: \$374,075

G&A staff salaries include the executive director, 25% director of grantmaking strategy and communications, 25% grantmaking & communications associate and 75% director of administration. Benefits include health, dental and vision insurance, and contributions, as required by law, to Medicare, Bureau of Workers Compensation, and the Ohio Public Employee Retirement System.

b. Facilities, Supplies, Equipment: \$64,427

This category includes expenses for rent, utilities, office supplies, printing, postage, computer software and other business machines.

c. Professional Fees: \$145,273

This category includes fees for banking, legal, communications/strategy, IT support, visual identity, accounting, and financial services.

Note: OPERS is requesting the employer match be increased from 14% to 18%. It is unknown if this change will be made and if it is, whether it will take place during CAC's fiscal year.

Action Requested

We ask that Trustees approve the 2024 annual budget in the amount of \$12,390,000. We look forward to answering your questions at the December 13 Board meeting.

2024 Budget Appropriation Overview

Revenue	2022* Actual	2023 Projection	2024 Proposed Budget
Excise Tax	\$ 10,931,382	\$ 9,950,000	\$ 9,203,750
Interest revenue	\$ 197,666	\$ 453,865	\$ 450,000
Other revenue	\$ -	\$ -	\$ 41,000
	\$ 11,129,048	\$ 10,403,865	\$ 9,694,750
Expenditures	2022 Actual	2023 Projection	2024 Budget
Grants and Grants Management			
Salaries, Wages and Benefits	\$ 356,148	\$ 391,943	\$ 409,288
Grantmaking Expenses	\$ 65,103	\$ 49,686	\$ 71,450
Grants	\$ 11,880,922	\$ 12,313,525	\$ 11,325,487
Total Grants/Grants Mgmt Expenditures	\$ 12,302,173	\$ 12,755,154	\$ 11,806,225
General & Administrative			
Salaries, Wages and Benefits	\$ 347,013	\$ 365,485	\$ 374,075
Facilities, Supplies, Equipment	\$ 69,475	\$ 68,444	\$ 64,427
Professional Fees	\$ 166,439	\$ 132,659	\$ 145,273
Depreciation	\$ 360	\$ 500	\$ -
Total G&A Expenditures	\$ 583,287	\$ 567,087	\$ 583,775
Total Annual Expenditures	\$ 12,885,460	\$ 13,322,241	\$ 12,390,000
Reduction in General Fund - used rev. shortfall	\$ (1,756,412)	\$ (2,918,376)	\$ (2,695,250)
* Does not include passthrough ARPA funds from Cuyahoga County			

2024 Budget Appropriation Detail		
		Draft 2024 Budget
Revenue		
	Excise Tax (est)	\$ 9,203,750
	Interest Income	\$ 450,000
	Other Revenue	\$ 41,000
Total Revenue		\$ 9,694,750
Expense		Draft 2024 Budget
Salaries and Benefits		Budget
	G&A Payroll	\$ 262,690
	Grants Management Payroll	\$ 297,904
	Benefits	\$ 222,768
Total Salaries, Wages and Benefits		\$ 783,363
Facilities, Supplies, Equipment		
	Office Supplies and Equipment	\$ 13,423
	Meals & Catering	\$ 200
	Professional Development	\$ 11,985
	Postage and Mailings	\$ 300
	Space Rental	\$ 36,450
	Travel	\$ 629
	Utilities (telecom)	\$ 1,440
Total Facilities, Supplies, Equipment		\$ 64,427
Professional Fees		
	Web Site hosting and mgmt	\$ 2,157
	Visual Identity	\$ 12,500
	Accounting Fees	\$ 13,500
	Bank Service Fees	\$ 3,000
	Legal Fees	\$ 25,000
	Public Relations + Strategy	\$ 58,306
	Insurance	\$ 8,200
	Other Professional/Contract Svc	\$ 22,610
Total Professional Fees		\$ 145,273
Grants and Grants Management		
	Panel Expenses	\$ 8,850
	Grant Tools & Training	\$ 42,050
	Grantee and Event Promotion	\$ 20,550
	General Operating Support Grants*	\$ 9,180,000
	Project and Cultural Heritage Grants*	\$ 1,570,487
	Support for Artists	\$ 400,000
	Resident-Led Grants	\$ 160,500
	DataArts	\$ 14,500
Total Grants and Grants Management		\$ 11,396,937
Total Expense		\$ 12,390,000
General Fund Used for Budget Shortfall		\$ (2,695,250)

*Approved November 15, 2023

APPROPRIATION RESOLUTION FOR CUYAHOGA ARTS & CULTURE
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024

Be it resolved by the Board of Trustees of Cuyahoga Arts & Culture, a regional arts and cultural district and political subdivision of the State of Ohio, that to provide for the expenditures of Cuyahoga Arts & Culture for the fiscal year ending December 31, 2024, the following amounts are appropriated from the General Fund:

SECTION 1. There is appropriated for Grants and Grants Management \$11,806,225

SECTION 2. There is appropriated for General & Administrative Expenses \$583,775

SECTION 3. The Executive Director is authorized to draw on the Cuyahoga Arts & Culture treasury for payments from any of the foregoing appropriations, subject to approval of contracts by the Board of Trustees, as defined by the Bylaws of Cuyahoga Arts & Culture.

SECTION 4. This Resolution shall be in full force and effect from and immediately upon its adoption.

Trustee _____ moved the adoption of the resolution, and Trustee _____ seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

Blakemore	XX
Isenhart	XX
Mendez	XX
Scott Taylor	XX
Sherman	XX

CERTIFICATION

The above is a true and correct excerpt from the minutes of the regular meeting of the Board of Trustees of Cuyahoga Arts & Culture held on December 13, 2023, showing the adoption of the Resolution set forth above.

Secretary, Board of Trustees
Cuyahoga Arts & Culture

Contracts & Grants Update for Board

Contractor	Amount	Purpose	Term	Requires Board Approval
DataArts	\$14,500	Tool to track program participation and financial measures and support advocacy coalition efforts.	1/1/2024 - 12/31/2024	N
R Strategy Group	\$30,000	Strategic advising.	1/1/2024 - 12/31/2024	Y
The Cleveland Foundation	\$41,000	Accept an operating support grant provided to CAC, via The Cleveland Foundation, by the Education Foundation of America (EFA).	1/1/2024 - 12/31/2024	Y