



## AUDIENCE GUIDE

### 2018-19 GENERAL OPERATING SUPPORT

**Wednesday, October 11** at Miller Classroom at the Idea Center  
1375 Euclid Avenue, Cleveland, OH 44115  
Doors open at 10:00 am | First review begins at 10:15 am

#### Welcome!

Cuyahoga Arts & Culture (CAC) welcomes you to the 2018-19 General Operating Support panel review. The purpose of the General Operating Support (GOS) grant program is to strengthen the community by providing meaningful, multi-year core support grants to arts and cultural organizations based in and serving Cuyahoga County. During the panel review, arts and cultural experts from across the country (who are educated in CAC's funding criteria) discuss and score applications.

## NEW THIS YEAR: INTERACTIVE PANEL

You will have the opportunity to briefly respond to the panel after their review of your application and answer their questions in a short Q & A session. This change comes in direct response to feedback from our past applicants, who expressed a desire to bring their work to life for the panelists outside of the limits of the application and clarify information about which panelists may have questions.

**Note:** Your participation is not required, but is strongly recommended.

Questions? Contact Jill Paulsen at [jpaulsen@cacgrants.org](mailto:jpaulsen@cacgrants.org) or 216.515.8303 x104.

## ORDER OF REVIEW

*First review - 10:15 am\**

**Artists Archives of the Western Reserve**

**Broadway School of Music and the Arts**

**Earth Day Coalition**

*Lunch break - estimated 11:45 am - 12:45 pm\**

**Karamu House**

**Lake Erie Ink: a writing space for youth**

**Morgan Art of Papermaking Conservatory & Educational Foundation**

**The Musical Theater Project**

*\* at the discretion of the panel chair, subject to change.*

## FOLLOW OUR PROGRESS

Don't want to miss your review? Follow our progress on [Twitter](#) and listen to our [live stream](#) on October 11.

# WHAT TO EXPECT: OCTOBER 11



## OBSERVE PANEL REVIEW

Your application will be reviewed for no more than eight minutes, following this sequence of actions:

- The panel chair calls upon the First Reader to begin the discussion by presenting an overview and assessment of the application, budget and support materials based on CAC's Funding Criteria.
- The panel chair calls upon the Second Reader to continue the discussion by supporting, disputing or adding comments about the application that were not presented by the First Reader.
- The panel chair opens the discussion for full panel deliberation by asking for any new or different opinions about the application.
- The Panel Chair asks the panelists to submit their scores for the application.

## RESPOND TO THE PANEL

- After the panel discusses your application, you will have a chance to respond.
- Each organization may designate up to two (2) individuals to represent it. These individuals can be members of the staff or board of the organization.
- Your comments can last up to two (2) minutes.

Use this time to clarify any points of confusion, reinforce any important themes, or highlight an element of your application/work that you feel the panel missed.

You may also share new information about your organization not previously included in your application.

## Q & A SESSION: PREPARE YOUR RESPONSES

- Following your brief remarks, panelists will engage your organization's representatives in a brief Q & A session (no more than six to eight minutes).
- Panelists have been encouraged to prepare these questions in advance based on your application and its support materials, but may also have questions about your presentation in the moment.
- Be prepared to answer questions about your application narratives, Cultural Data Profile Funder Report, audit, organizational budget, and any other aspects of your work.
- CAC panel chairs will facilitate the Q & A to ensure a fair, respectful and punctual process.

## END OF DAY: PUBLIC COMMENT

After the panel chairs adjourn the discussion and scoring is complete, CAC will hold an optional session for public comment on the grant program and the panel review process.

Audience members are encouraged to participate in the public comment session by attending in person or by submitting questions to CAC staff. Share your questions by using our online form at <http://bit.ly/CAC-comment> or by tweeting @CuyArtsC.

# SCORING



## SCORING FRAMEWORK

Panelists score each application on a point scale from 0 to 100 based on the following funding criteria:

**Public Benefit: 45 points**

An organization's ability to meaningfully engage its community to achieve its mission.

**Artistic and Cultural Vibrancy: 35 points**

An organization's ability to create quality, mission-driven work that inspires and challenges its community.

**Organizational Capacity: 20 points**

An organization's ability to successfully manage resources to their best use now and for years to come.

Panelists will use the following scoring framework to score each application on the funding criteria:

	Weak	Fair	Good	Strong	Exceptional
Public Benefit	1 - 23	24 - 33	34 - 38	39 - 42	43 - 45
Artistic and Cultural Vibrancy	1 - 18	19 - 25	26 - 29	30 - 32	33 - 35
Organizational Capacity	1 - 10	11 - 14	15 - 16	17 - 18	19 - 20

## SCORING DESCRIPTIONS

**Exceptional:** The applicant has provided overwhelming evidence throughout the application that demonstrates that this funding criterion is fully met. Responses are clear and directly address this funding criterion. The support materials are clear, highly relevant and lead to a deeper understanding of how the criterion is met.

**Strong:** The applicant has provided clear evidence throughout the application that demonstrates that this funding criterion is met. Responses are clear and address this funding criterion. The support materials are clear, highly relevant and lead to a deeper understanding of how the criterion is met.

**Good:** The applicant has provided sufficient evidence throughout the application that demonstrates that this funding criterion is met. Responses are generally clear, but do not consistently address this funding criterion. The support materials are relevant but provide only some understanding of how the criterion is met.

**Fair:** The applicant has provided limited evidence throughout the application that demonstrates that this funding criterion is met. Responses may not be clear and may not address this funding criterion. The support materials may not be relevant and may not provide additional understanding of how the criterion is met.

**Weak:** The applicant has provided insufficient evidence throughout the application that demonstrates that this funding criterion is met. Responses are unclear and/or do not address this funding criterion. The support materials may not be relevant and may not provide additional understanding of how the criterion is met.

## FINAL SCORE AND FUNDING RECOMMENDATIONS

Applications that receive a 75 or higher move forward into the funding pool. CAC staff will tabulate the total scores for applications and notify all applicants via email the week of October 16 of whether they will be recommended for funding. Grant amounts will be confirmed at CAC's Board of Trustees meeting on Monday, November 13, 2017 at 4 pm at the Cleveland History Center.



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Cuyahoga Arts & Culture (CAC) is one of the largest public funders of arts and culture in the nation, connecting millions of people to cultural experiences in Cuyahoga County each year.