

Grants Day FY 2020

Meeting Minutes

April 27, 2019

Commission Members	Advisory Panelists	Staff Present	Guests Present
C. Velázquez, Chair	N. Graves Tucker	S. Raphael	J. Afram
C. Bedell	E. Harms	C. Richmond	S. Duke
A. Kwinana	C. Hovde		Q. Nebeker
F. McFail	M. Javid		R. O'Connor
J. Swindell	W. MacAdam		

1. WELCOME AND CALL TO ORDER

The Grants Day meeting of the Arlington Commission for the Arts was called to order by Committee Chair Velázquez at 8:45 AM. Introductions were made for the 10 Review Panelists: Commission members Velázquez, Bedell, Kwinana, McFail and Swindell; and, Advisory Panelists Graves Tucker, Harms, Hovde, Javid and MacAdam). See Attachment 1 for information on each Advisory Panelist.

2. REVIEW PROCESS

- The review process for the meeting was discussed by the Chair.
- Grants Administrator, S. Raphael, reviewed the meeting materials including the Agenda, Worksheets (completed and blank) and Recusal Form (see attachment 1).
- The following recusals from the Review Panel were noted during discussions of scores.
 - Commission Member Swindell – Synetic Theatre
 - Advisory Panelist Hovde – UrbanArias, WSC/Avant Bard
- The Chair suggested that each applicant be allocated 10 minutes for evaluation and discussion by the review panel to ensure equal consideration.
- The scoring threshold – below which a grant would not be awarded -- was discussed.

Motion made by Commission Member Swindell and seconded by Commission Member Kwinana to recommend 70 points as the threshold for recommending grant funding. The motion carried with 9 votes for, 0 against, and no abstentions. Commission Member McFail was absent for the vote.

3. INDIVIDUAL ARTISTS GRANT AWARDS

- Eight artists submitted complete applications to be considered for an Individual Artist Grant. Per the Guidelines, a maximum of three \$5,000 awards may be granted. Applications were review in alphabetical order.

Motion to recommend to the Arts Commission the Review Panel's desire to award Individual Artist Grants of \$5,000 each to Melanie Kehoss, Katherine Young and Susan Sterner as shown on Attachment 3 was made by Advisory Panelist MacAdam and seconded by Commission Member McFail. Motion carried unanimously.

4. INNOVATIVE PROJECT AND GENERAL OPERATING EXPENSES GRANT AWARDS

- Ten organizations submitted a complete application to be considered for an Innovative Project Grant and nine organizations submitted a complete application to be considered to a General Operating Expenses Grant. Applications for each grant were reviewed in alphabetical order. For each application, the Review Panel summarized their evaluation of the application and provided their scores. All scores were averaged. Each scoring worksheet was handed to staff after the application review.

Motion to recommend to the Arts Commission the Review Panel's desire to award Innovative Project and General Operating Expenses Grants as shown on Attachment 4 was made by Commission Member Bedell and seconded by Commission Member Swindell. Motion carried unanimously.

5. ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Attachment 1.

FY 2020 Arts Grants Review Advisory Panelists

Natalie Graves Tucker

Natalie Graves Tucker is an actor, producer and writer. She has appeared on stage in off-off Broadway at Under St. Marks Theater (Face Divided) and in many Washington, DC area stages including Theater Alliance (For Colored Girls), Studio Theatre (Passing Strange, F#cking A, Marcus; Or the Secret of Sweet), African Continuum (Old Settler) and 1st Stage (The Violet Hour) and She can be seen in commercials such as NFL Shop, Audible, UMUC and training videos for AARP, FDIC, AETNA and the US Postal Service. Natalie made her film debut in Nocturnal Agony starring Lawrence Hilton-Jacobs, Vernee Watson, Deidra LaWan Starnes, and Hezekiah Walker. She appears in the short film Hope Well and Foster, a web series. She produced a You-Tube series documentary about her mother's Ancestry DNA results that led to finding her biological family called The Question of Sylvia.

After walking away from a 20-year career in marketing at AARP, Natalie started her own business, NGT Consulting LLC which offers services of media, writing, marketing, performance and public speaking. She is a theatre writer for DC Refined and a contributor to DC Metro Theater Arts. Through NGT, she launched a media outlet, Blackstage DC, to highlight multicultural actors and theatre with a connection to the DC area.

Natalie is the Communications Director for Theater Alliance in Washington, DC, Board Member of Story Pirates in New York, producer for DCTV, and a member of New York Women in Film & Television and Delta Sigma Theta Sorority. She has a BA in Speech Communications from University of Maryland at College Park and a Master's in Social Work from Howard University. She divides her time between Maryland and New York.

Erin Harms

Erin Harms (Deputy Director of Development; Director of Institutional Giving) joined Signature Theatre in September 2006 and is responsible for Signature's institutional fundraising programs, including support from corporations, foundations and government entities. She has more than 20 years of fundraising experience at organizations Washington, D.C., San Francisco, and New York. At Signature, Erin is responsible for more than \$800,000 in annual support from institutional and government entities and has grown support from private foundations by more than 46% over the past five years, securing multiple six-figure gifts. Prior to Signature, Erin was the Director of Development for the Washington Bach Consort and the Director of Development for Aurora Theatre Company in Berkeley where she was responsible for raising more than half of the Theatre's \$1.2 million operating budget. She was the Individual Giving and Special Events manager for the Exploratorium in San Francisco, directing the organization's \$1million fundraiser, as well as the special events manager at the Asia Society in New York. Erin earned her undergraduate degree in Communications from the University of North Carolina, Chapel Hill and her Master's in Arts Administration from New York University.

Colin Hovde

Colin Hovde is a freelance producer and director who recently was Producing Artistic Director of Theater Alliance of Washington DC where he produced 27 full productions and directed 7 of those and developed over 20 new plays. Over his tenure the company garnered 45 Helen Hayes nominations winning 15. In addition, Mr. Hovde has coordinated International Cultural Exchange programs with the Department of State and The Kennedy Center and is the founding artistic director of ARTISTS' BLOC, a founding member of Capital Fringe Festival, and a producer of Worldwide Arts Collective Festival in Macau. In addition to this producing work Mr. Hovde has directed at; The Kennedy Center, The Lincoln Center, Theater Alliance, Adventure Theatre MTC, Imagination Stage, Rustaveli Theatre in Tbilisi Georgia, Washington Shakespeare Company, Riot Actors of Washington, Rorschach Theatre, Washington Savoyards, Solas Nua, Perseverance Theatre, The InSeries, dog & pony dc, Source Festival, eXtreme eXchange, and Forum Theatre. Mr. Hovde was a Kenan Fellow at the Kennedy Center in 2005, and a directing fellow at the O'Neill Playwrights Conference in 2003. He holds a BFA in Acting and Directing from the University of North Carolina School of the Arts and is a member The Stage Directors and Choreographers Society.

Mahsa Javid

Mahsa Javid is the Executive Director of the Lawyers' Committee for Cultural Heritage Preservation, leading an annual conference, as well as advocacy projects around federal and state legislation that impact cultural heritage issues. Concurrently, as the Assistant Director of Development at the George Washington University Museum and The Textile Museum, she focuses on building a new generation of museum donors at the major gift and leadership gift levels. Her responsibilities also include assisting with grant proposals and financial reporting to foundations and government agencies. Mahsa has been involved in fundraising and special events for arts and cultural organizations, including Artisphere, the City of Fairfax Band Association, and the Smithsonian Center for Folklife and Cultural Heritage. She has an M.A. in arts management from George Mason University, and a B.A. in interior design from London Metropolitan University.

Wes MacAdam

Wes MacAdam has been a resident of Arlington County for 55 years. He received a BA from Kenyon College in Gambier Ohio and his JD from The Ohio State University College of Law. Wes spent 30 years with Internal Revenue Service in the Office of Chief Counsel and 20 years part time temporary in the Voter Registrar Office Arlington County. He has 30 years of volunteering experience with various Arts Groups. Wes has served as a Member of Board of Directors of Trumpet Vine Theater company, a Member of Board of Directors of The American Century Theater company, a former Member of Arlington Commission for the Arts, and a Member of the Arts Commission Grants Panel. He is familiar with evaluating applications from his experience on the Grants panel as well as ten years reading applications from foreign and US high school students wanting to be exchange students. Wes served as a FIFA volunteer for the World Cup and Olympic games in DC.

Attachment 2.

Statement of Recusal

Reviewer Name: _____

Policy on Recusal

A commissioner or panelist must recuse him/herself from discussion and votes on an organization's application if:

- A commissioner, panelist, or an immediate family member is on the board.
- A commissioner, panelist, or an immediate family member is an employee or contractor.
- A commissioner or panelist feels there is an actual or perceived conflict of interest for any other reason.

To ensure that the Commission's decision-making processes are free from conflict of interest and appearance of conflict, commissioners and panelists shall make every reasonable effort to act without self-interest, or without serving the self-interest of fellow members, on all applications submitted to the Commission, recognizing that loyalties to a particular geographic area, arts discipline, institution, or specific interest group must be subordinated to the broader purpose of acting in the best interest of county-wide arts development.

Please keep in mind:

- A recused commissioner may answer specific questions about the organization posed by other commissioners.
- There is a difference between being a member or dues supporter and serving on the board of directors of an organization.
- A commissioner or panelist must always be conscious of an appearance of conflict though simply being a member of an organization does not necessarily imply conflict.
- Immediate family includes spouse, children, or household members.

____ I do not have a conflict of interest with any Individual Artist or Organization that has applied for an FY 2020 Arlington Cultural Affairs Arts Grant.

____ This to notify you that I may be seen to have a conflict of interest with the following group or individual listed below; therefore, I recuse myself from participating in the scoring or discussion of said party.

Name of Individual Artist(s) or Organization(s): _____

Date: _____

Printed Name: _____

Signature: _____

Attachment 3.
Average Score and Recommended Award for Individual Artist Grants,
FY 2020 Arts Grants

Artist	Average Score	Recommended Award
Melanie Kehoss	84.5	\$5,000
Katherine Young	80.1	\$5,000
Susan Sterner	77.6	\$5,000
Jason Horowitz	77.2	\$0
Ariana Chaivararnon	71.4	\$0
Ryan McCoy	57.6	\$0
Negar Ahkhami	54.4	\$0
Tammar Stein	34.9	\$0
Total Funds Recommended for Individual Artist Grants		\$15,000



Commission for the Arts

Attachment 4.
Average Score and Recommended Award for
Innovative Program (IP) and General Operating Expenses (GOE) Grants,
FY 2020 Arts Grants

Organization	Grant Type	Average Score	Penalty	Final Score w/Penalty	Requested Amount	Maximum Potential Award	Adjusted Award Amount
Arlington Arts Center	IP	93.0	0.0	93.0	\$35,000	\$35,000	\$27,476
Encore Stage & Studio	IP	92.8	0.0	92.8	\$35,000	\$35,000	\$27,397
Archanists, The	IP	86.9	0.0	86.9	\$2,200	\$2,200	\$1,613
Arlington Players, The	GOE	83.1	0.0	83.1	\$20,000	\$20,000	\$14,024
Synetic Theater	GOE	92.8	10.0	82.8	\$20,000	\$20,000	\$13,970
Arlington Independent Media	IP	81.9	0.0	81.9	\$11,250	\$11,250	\$7,772
Halau O'Aulani	GOE	81.6	0.0	81.6	\$7,475	\$7,475	\$5,147
Arlington Philharmonic Assn.	IP	81.5	0.0	81.5	\$31,250	\$31,250	\$21,491
Bowen McCauley Dance	GOE	84.2	5.0	79.2	\$20,000	\$20,000	\$13,366
Dominion Stage	GOE	80.1	5.0	75.1	\$5,550	\$5,000	\$3,168
Educational Theatre Company	GOE	75.1	0.0	75.1	\$20,000	\$20,000	\$12,674
Jane Franklin Dance	IP	74.9	0.0	74.9	\$25,000	\$25,000	\$15,800
Arlington Artists Alliance	GOE	79.5	5.0	74.5	\$5,000	\$5,000	\$3,143
WSC Avant Bard	IP	78.9	5.0	73.9	\$35,000	\$35,000	\$21,822
National Chamber Ensemble	GOE	70.8	0.0	70.8	\$20,000	\$20,000	\$11,948
UrbanArias, Inc.	IP	69.2	0.0	69.2	\$35,000	\$35,000	\$0
Marymount U. Cody Gallery	IP	59.7	0.0	59.7	\$6,600	\$6,600	\$0
Festival Argentino	IP	57.3	0.0	57.3	\$1,000	\$1,000	\$0
Opera NOVA	GOE	62.2	5.0	57.2	\$5,000	\$5,000	\$0
Total					\$340,325	\$339,775	\$200,810