

File No. 120563

Board Item No.

31

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Board of Supervisors Meeting

Date: June 5, 2012

Cmte	Board	
<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Digest
<input type="checkbox"/>	<input type="checkbox"/>	Budget Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Youth Commission Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Introduction Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grant Information Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grant Budget
<input type="checkbox"/>	<input type="checkbox"/>	Subcontract Budget
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contract/Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Award Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

OTHER:

Completed by: Dena Braley

Date: May 30, 2012

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document is in the file.

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee:
- An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee:
- 4. Request for letter beginning "Supervisor  inquires"
- 5. City Attorney request.
- 6. Call File No.  from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No.
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.**

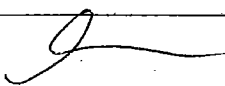
**Sponsor(s):**

Supervisor Carmen Chu

**Subject:**

Accept and Expend Resolution of \$14,400 from California Arts Council State Local Partnership Program to Arts Commission

**The text is listed below or attached:**

Signature of Sponsoring Supervisor: 

For Clerk's Use Only:

120563



SAN FRANCISCO ARTS COMMISSION

EDWIN M. LEE  
MAYOR

TOM DeCAIGNY  
DIRECTOR OF  
CULTURAL AFFAIRS

PROGRAMS

CIVIC ART COLLECTION  
CIVIC DESIGN REVIEW  
COMMUNITY ARTS  
& EDUCATION  
CULTURAL EQUITY GRANTS  
PUBLIC ART  
STREET ARTISTS LICENSES

ARTS COMMISSION GALLERY  
401 VAN NESS AVENUE  
415.554.6080

WWW.SFARTSCOMMISSION.ORG

ARTSCOMMISSION@SFGOV.ORG

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Tom DeCaigny, Director of Cultural Affairs  
**DATE:** April 17, 2012  
**SUBJECT:** Accept and Expend Resolution for California Arts Council Grant to the San Francisco Arts Commission  
**GRANT TITLE:** California Arts Council State Local Partnership Program Grant

Attached please find the original and 4 copies of each of the following:

Proposed grant resolution; original signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

Grant award letter from funding agency

Other (Explain):

Special Timeline Requirements:

The grant period is October 1, 2011 through September 30, 2012.

Departmental representative to receive a copy of the adopted resolution:

Name: Rachele Axel

Phone: 415.252.2564

Interoffice Mail Address: 25 Van Ness Avenue, Suite 345

Certified copy required Yes

No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).



CITY AND COUNTY OF  
SAN FRANCISCO

1 [Accept and Expend Grant - California Arts Council State Local Partnership Program -  
2 \$14,400]

3 **Resolution authorizing the San Francisco Arts Commission to retroactively accept and**  
4 **expend a grant in the amount of \$14,400 from the California Arts Council State Local**  
5 **Partnership Program to help support the Arts Commission's Arts Education Program.**

6  
7 WHEREAS, The Arts Commission believes that a creative cultural environment is  
8 essential to a city's well-being; and

9 WHEREAS, The Arts Commission provides a wide variety of arts education programs  
10 and services to SFUSD, teaching artists, and arts organizations in San Francisco; and

11 WHEREAS, The Arts Commission serves on the advisory committee of the San  
12 Francisco Unified School District Arts Education Master Plan to ensure that every student in  
13 every school receives a high-quality education including the arts; and

14 WHEREAS, This grant from the California Arts Council (CAC) helps San Francisco  
15 achieve its agency's goals through the State Local Partnership Program; and

16 WHEREAS, The Arts Commission proposes to maximize use of available grant funds  
17 on program expenditures by not including indirect costs in the grant budget; now, therefore,  
18 be it

19 RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in  
20 the grant budget; and be it

21 FURTHER RESOLVED, That the Board of Supervisors allows for the accepting and  
22 expending of this awarded CAC grant to the Arts Commission with a grant cycle of 10/1/11-  
23 6/30/12; and, be it

24 FURTHER RESOLVED, This grant does not require an ASO amendment; and, be it  
25

1           FURTHER RESOLVED; That this grant be carried out in accordance with all grant  
2 requirements and may be spent and reported upon accordingly.

3  
4 Recommended: Tom E. DeCaigny  
5 Department Head: Tom DeCaigny, Director of Cultural Affairs

6  
7 Approved: Edwin M. Lee  
8 Mayor Edwin M. Lee

9  
10 Approved: [Signature]  
11 Controller

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective March 2005)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **California Arts Council State Local Partnership Program Grant**

2. Department: **San Francisco Arts Commission**

3. Contact Person: **Rachelle Axel** Telephone: **415-252-2564**

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$14,400**

6a. Matching Funds Required: **\$14,400**

b. Source(s) of matching funds (if applicable): **Youth Arts Fund**

7a. Grant Source Agency: **California Arts Council**

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

**This grant will help fund the Arts Education Program of the San Francisco Arts Commission which helps advance the arts and education needs of San Francisco Unified School District students, as well as the professional development qualifications of teaching artists working with students during in-school and after-school time. These efforts help advance the SFUSD's Arts Education Master Plan principles, which are shared by this agency, to provide a high-quality arts education for every student in every class in every school every day.**

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **10/1/11**

End-Date: **9/30/12**

10a. Amount budgeted for contractual services: **\$14,400**

b. Will contractual services be put out to bid? **N/A**

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

11a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much?

b2. How was the amount calculated?

c. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **Overhead costs for the Arts Commission including accounting, administration and development.**

12. Any other significant grant requirements or comments:

**\*\*Disability Access Checklist\*\***

13. This Grant is intended for activities at (check all that apply):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

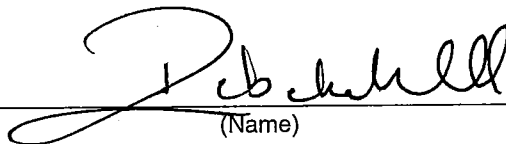
New Site(s)

New Structure(s)

14. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: \_\_\_\_\_

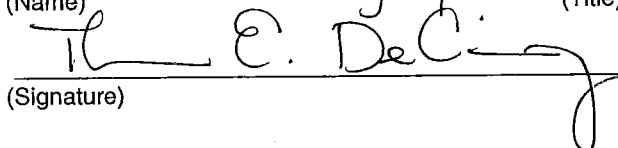
  
(Name)

Date Reviewed: \_\_\_\_\_

4-17-12

Department Approval: \_\_\_\_\_

Thomas DeCaigny Director of Cultural Affairs  
(Name) (Title)

  
(Signature)

STATE OF CALIFORNIA  
**STANDARD AGREEMENT**  
 STD 213 (Rev 06/03)

AGREEMENT NUMBER <b>SL-11-0020</b>
REGISTRATION NUMBER

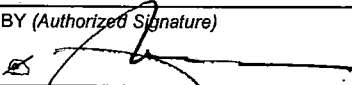
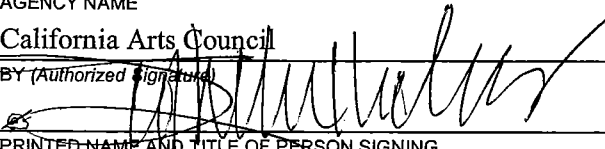
- This Agreement is entered into between the State Agency and the Contractor named below:  

STATE AGENCY'S NAME <b>California Arts Council</b>
CONTRACTOR'S NAME <b>San Francisco Arts Commission</b>
- The term of this Agreement is: **10/1/11** through **9/30/12**
- The maximum amount of this Agreement is: **\$ 14,400**
- The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page
Exhibit B – Budget Detail and Payment Provisions	1 page
Exhibit C* – General Terms and Conditions	GTC-610
Exhibit D - Special Terms and Conditions with Appendix A: Program and Reporting Requirements located at <a href="http://www.cac.ca.gov/files/forms.php">www.cac.ca.gov/files/forms.php</a>	

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at [www.ols.dgs.ca.gov/Standard+Language](http://www.ols.dgs.ca.gov/Standard+Language)

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

CONTRACTOR		California Department of General Services Use Only
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) <b>San Francisco Arts Commission</b>		
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>11.1.11</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>JD Beltran, Interim Director of Cultural Affairs</b>		
ADDRESS <b>25 Van Ness Avenue, Suite 345 San Francisco, CA 94102</b>		
STATE OF CALIFORNIA		
AGENCY NAME <b>California Arts Council</b>		
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>11-28-11</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Scott Heckes, Chief of Administration</b>		
ADDRESS <b>1300 I St., Ste. 930, Sacramento, CA 95814</b>		
		<input type="checkbox"/> Exempt per:



# AGREEMENT SUMMARY

STD 215 (Rev 4/2002)

AGREEMENT NUMBER	AMENDMENT NUMBER
SL-11-0020	

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

1. CONTRACTOR'S NAME San Francisco Arts Commission	2. FEDERAL I.D. NUMBER 94-6000417
---	--------------------------------------

3. AGENCY TRANSMITTING AGREEMENT California Arts Council	4. DIVISION, BUREAU, OR OTHER UNIT Contracts Unit	5. AGENCY BILLING 031003
---	--	-----------------------------

6. NAME AND TELEPHONE NUMBER OF CONTRACT ANALYST FOR QUESTIONS REGARDING THIS AGREEMENT  
Lucy Mochizuki (916) 322-6337

7. HAS YOUR AGENCY CONTRACTED FOR THESE SERVICES BEFORE?  
 NO       YES (If YES, enter prior contractor name and Agreement Number)

8. BRIEF DESCRIPTION OF SERVICES - LIMIT 72 CHARACTERS INCLUDING PUNCTUATION AND SPACES  
State-Local Partnership Program

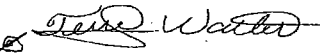
9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)  
Support for programs and operations of State-Local Partners/County Arts Councils.

10. PAYMENT TERMS (More than one may apply.)  
 MONTHLY FLAT RATE       QUARTERLY       ONE -TIME PAYMENT       PROGRESS PAYMENT  
 ITEMIZED INVOICE       WITHHOLD \_\_\_\_\_ %       ADVANCED PAYMENT NOT TO EXCEED  
 REIMBURSEMENT/REVENUE      \$ \_\_\_\_\_ or 90 %  
 OTHER (Explain) \_\_\_\_\_

11. PROJECTED EXPENDITURES FUND TITLE	ITEM	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
License Plate	8260-101-0078	11-12	33	11	\$14,400
					\$ 0
					\$
OBJECT CODE 3520-706-10078				AGREEMENT TOTAL	\$ 14,400

OPTIONAL USE      AMOUNT ENCUMBERED BY THIS DOCUMENT  
\$ 14,400

I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.      PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT  
\$

ACCOUNTING OFFICER'S SIGNATURE      DATE SIGNED      TOTAL AMOUNT ENCUMBERED TO DATE  
      Sept 15, 2011      \$ 14,400

12. AGREEMENT	TERM		TOTAL COST OF THIS TRANSACTION	BID, SOLE SOURCE, EXEMPT
	From	Through		
Original	10/1/11	9/30/12	\$ 14,400	Exempt
Amendment No. 1			\$	
Amendment No. 2			\$	
Amendment No. 3			\$	
		<b>TOTAL</b>	\$ 14,400	

(Continue)

**AGREEMENT SUMMARY**

STD. 215 (Rev 04/2002)

## 13. BIDDING METHOD USED:

- REQUEST FOR PROPOSAL (RFP)       INVITATION FOR BID (IFB)       USE OF MASTER SERVICE AGREEMENT  
*(Attach justification if secondary method is used)*
- SOLE SOURCE CONTRACT       EXEMPT FROM BIDDING       OTHER *(Explain)* Subvention  
*(Attach STD. 821)*      *(Give authority for exempt status)*      SCM 3.17 and SCM 5.80 B.2.d

NOTE: *Proof of advertisement in the State Contracts Register or an approved form STD. 821, Contract Advertising Exemption Request, must be attached*

14. SUMMARY OF BIDS *(List of bidders, bid amount and small business status) (If an amendment, sole source, or exempt, leave blank)*

N/A

15. IF AWARD OF AGREEMENT IS TO OTHER THAN THE LOWER BIDDER, PLEASE EXPLAIN REASON(S) *(If an amendment, sole source, or exempt, leave blank)*

N/A

## 16. WHAT IS THE BASIS FOR DETERMINING THAT THE PRICE OR RATE IS REASONABLE?

N/A

17. JUSTIFICATION FOR CONTRACTING OUT *(Check one)*

- Contracting out is based on cost savings per Government Code 19130(a). The State Personnel Board has been so notified.       Contracting out is justified based on Government Code 19130(b). Justification for the Agreement is described below.

*Justification:*

N/A

18. FOR AGREEMENTS IN EXCESS OF \$5,000, HAS THE LETTING OF THE AGREEMENT BEEN REPORTED TO THE DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING?

NO     YES     N/A

19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10?

NO     YES     N/A

20. FOR CONSULTING AGREEMENTS, DID YOU REVIEW ANY CONTRACTOR EVALUATIONS ON FILE WITH THE DGS LEGAL OFFICE?

NO     YES     NONE ON FILE     N/A

21. IS A SIGNED COPY OF THE FOLLOWING ON FILE AT YOUR AGENCY FOR THIS CONTRACTOR?

- A. CONTRACTOR CERTIFICATION CLAUSES    B. STD. 204, VENDOR DATA RECORD  
 NO     YES     N/A     NO     YES     N/A

22. REQUIRED RESOLUTIONS ARE ATTACHED

NO     YES     N/A

23. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS REQUIRED? *(If an amendment, explain changes, if any)*

- NO *(Explain below)*       YES *(If YES complete the following)*

DISABLED VETERAN BUSINESS ENTERPRISES: \_\_\_\_\_ % OF AGREEMENT

- Good faith effort documentation attached if 3% goal is not reached.  
 We have determined that the contractor has made a sincere good faith effort to meet the goal.

*Explain:*

N/A

24. IS THIS A SMALL BUSINESS CERTIFIED BY OSBCR?

- NO     YES *(Indicate Industry Group)*

SMALL BUSINESS REFERENCE NUMBER

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME LONGER THAN ONE YEAR? *(If YES, provide justification)*

- NO     YES

***I certify that all copies of the referenced Agreement will conform to the original Agreement sent to the Department of General Services.***

SIGNATURE/TITLE

*Lucy J. Mochizuki*    Contracts Administrator

DATE SIGNED

September 15, 2011

**California Arts Council  
Grant Description and Budget**

Organization: San Francisco Arts Commission

Contract Number: SL-11-0020

**EXHIBIT A – SCOPE OF WORK (See instructions)**

The SLPP award from the CAC will enable the San Francisco Arts Commission (SFAC) to manage the City and County's Arts Education Program. The Arts Education Program (AEP) is a resource hub for the arts education community, providing arts access for youth and families, and advocacy for organizations through partnerships with the San Francisco Unified School District (SFUSD), Arts Providers Alliance of San Francisco (APASF), Arts Education Funders Collaborative (AEFC) and Department of Public Works.

The AEP works to support the implementation and evaluation of SFUSD's Arts Education Master Plan and lends its voice to arts budget and policy issues. The AEP provides professional development for APASF, a consortium of local arts education providers, and organizes an annual arts education resource fair to help APASF members market to and increase communication with SFUSD. In 2011, the AEP will distribute the 6th edition of the AEFC publication *Inside/Out: A Guide to Arts & Arts Education Resources for Children & Teens in San Francisco*. AEP also coordinates: 1) StreetSmARTS; 2) Where Art Lives; and 3) the Mobile Free Wall.

**EXHIBIT B**

**I. BUDGET DETAIL (See instructions)**

Personnel Expense	New?	Job Title	Rate of Pay	CAC Award	Grantee Match
1. Artistic	<input type="checkbox"/>			\$	\$
	<input type="checkbox"/>			\$	\$
	<input type="checkbox"/>			\$	\$
2. Administrative	<input type="checkbox"/>	Arts Education Manager	\$50,638/yr	\$14,400	\$14,400
	<input type="checkbox"/>			\$	\$
	<input type="checkbox"/>			\$	\$
3. Technical	<input type="checkbox"/>			\$	\$
	<input type="checkbox"/>			\$	\$
	<input type="checkbox"/>			\$	\$
4. Total Personnel Expenses (Add 1+2+3)				\$14,400	<del>\$0</del> \$14,400
5. Operating/Production Expense				\$	\$
6. TOTAL BUDGET				\$14,400	<del>\$0</del> \$14,400

**C. SOURCE OF MATCH (Identify income sources of Grantee Match)**

Government	\$ 14,400
Foundation/Corporate Contributions	\$
Private Contributions	\$
Earned Income	\$
Other (specify)	\$
<b>TOTAL MATCH</b>	<del>\$0</del> \$14,400

**II. PAYMENT PROVISIONS**

Payment provisions for this grant are addressed in Exhibit D-Special Terms and Conditions #4 located at [www.cac.ca.gov/files/forms.php](http://www.cac.ca.gov/files/forms.php)

[Print](#) [Close](#)

### Organization Information

Warning! Save often! Your session will time out after 25 minutes of inactivity.

Applicant ID SL-11-0020  
 General Operating Support Request \$15,000  
**1. Organization Name \*** San Francisco Arts Commission  
 County \* San Francisco  
 County Population \* 815,358  
 Check appropriate \* Commission (unit of government)  
 City \* San Francisco  
 Hours of operation \* 8:30 am - 6:30 pm  
 Hours open to the public \* 8:30 am - 5:30 pm

#### 2. Executive Director

First Name \* Luis  
 Last Name \* Cancel  
 Telephone \* 415-252-2592  
 Ext.  
 Email \* luis.cancel@sfgov.org

#### 3. Administrative Director

First Name Sharon  
 Last Name Page Ritchie  
 Telephone 415-252-2591  
 Ext.  
 Email sharon.page\_ritchie@sfgov.org

#### 4. Contact Person on Board of Directors

First Name \* PJ  
 Last Name \* Johnston  
 Telephone \* 415-260-8417  
 Ext.  
 Email \* pj@pjcommunications.com

#### 5. County/City Government Contact

First Name \* Rebekah  
 Last Name \* Krell  
 Title \* Senior Fiscal and Policy Analyst, Mayor's Office of Public Policy and Finance  
 Telephone \* 415-554-6617  
 Ext.  
 Email \* rebekah.krell@sfgov.org  
 Fax 415-554-6158  
 Address \* City Hall, Room 288, 1 Dr. Carlton B. Goodlett Place  
 City \* San Francisco  
 Zipcode \* 94102

If regional partnership, submit contact for additional county

First Name  
 Last Name  
 Title  
 Telephone  
 Ext.  
 Email  
 Fax  
 Address  
 City  
 Zipcode

**Organization and Community****B. Organization Description**

Briefly describe:

- (a) the organization's history and purpose
- (b) it's relationship to local government
- (c) professional attributes and community representation of the board
- (d) any significant changes in the past 24 months

(a) Founded in 1932, the San Francisco Arts Commission (SFAC) is the public agency that serves all the arts and cultural needs of San Francisco's residents and visitors. The mission is: SFAC is the City agency that champions the arts in San Francisco. Believing that a creative cultural environment is essential to the City's well-being, our programs integrate the arts into all aspects of civic life. The agency's core values are anchored to all residents having equal access to arts experiences in all disciplines, that programs are provided evenly throughout the City, and that they are innovative and of the highest quality.

The SFAC has eight major programs: Community Arts & Education (including the Arts Education Program, six community cultural centers, WritersCorps, Art in Storefronts and the ARTery Project); Public Art Program (one of the nation's leading programs commissioning artwork for public works projects); Cultural Equity Grants (a program that last year granted more than \$2 million to small and mid-sized multicultural artists and organizations); SFAC Gallery (presents year-round exhibitions and educational programs in three publicly accessible spaces in Civic Center); Civic Design Review (a panel that approves all San Francisco public building and landscape designs); Civic Art Collections (containing more than 3,000 objects, including monuments and contemporary public art, worth more than \$80 million); Street Artists Program (administering licenses for hundreds of local artists selling their wares citywide); Summer & the Symphony (an SF Symphony collaboration providing free and low-cost musical events).

(b) The San Francisco Arts Commission is a unit of local government—the City and County of San Francisco.

(c) The Arts Commission is comprised of 15 Mayor-appointed seats. Commissioners are selected based on their specific area of expertise as well as their professional accomplishments and roots in the cultural community. Eleven seats are represented by specific disciplines (i.e., dance, music, visual art, theater, literary arts, conceptual art, architecture and landscape architecture), and four seats are at-large positions, which ensures that the governing body of this agency will be diverse and comprehensive.

(d) Several new programs have launched in the past two years: 1) "The ARTery Project," an NEA MICD25-funded initiative to help transform central Market Street in San Francisco into a vibrant, economically dynamic arts and culture district began in fall 2010; 2) "Daraja Means Bridge," an international cultural exchange initiative for youth; 3) "SFJAM" (San Francisco Jamboree and Music), presented in conjunction with the San Francisco Unified School District, is the first mission-based, social network game that nurtures a passion for the arts by connecting youth with artists and activities in their community; and 4) the nationally renowned Art in Storefronts program which commissions site-specific installations in vacant or blighted commercial properties to give visibility to community-based artists and to help mitigate the effects of the economic downturn.

**C. Community Description**

For the county (counties) served, briefly describe:

- (a) geographic and demographic characteristics
- (b) the economic base
- (c) cultural diversity and cultural resources
- (d) the artistic community

(a) San Francisco is a densely developed, 47 square mile peninsula with nearly 800,000 people living in 315,000 households. It is one of the most ethnically diverse places in the nation with some studies indicating no ethnic majority. It is evenly divided by gender. Racial demographics reported by the census bureau are: Caucasian: 48%; Asian American: 31.3%; Latino: 15.1%; African American: 6.7%; American Indian or Alaska Native: .6%; Hawaiian or Pacific Islander: .5%; Mixed race: 3%. Nearly 16% of residents identify as gay, lesbian, bisexual or transgender.

(b) The income range of city residents includes extremes of wealth and poverty, but on average San Franciscans have higher earnings than residents of most American cities. Average household income of \$68,000 is well above the national average, but below the Bay Area average of \$76,000. City residents also are better educated than most Americans with 22% holding a Bachelor's degree, and 13% holding a graduate or professional degree. San Francisco is unique among California counties in that nearly half (46%) of its labor force is housed outside the city. Roughly 1/3 of city residents own their homes, compared with 2/3 of metro area residents. Tourism is a primary industry which helps to fuel the cultural community through hotel taxes. Finance, technology, biotech, new media, the service industry and the public sector comprise major San Francisco industries.

(c)/(d) San Francisco's arts community is one of the most diverse and the city prides itself on its rich multicultural expression. With one of the highest per capita rates of artists and arts organizations in the country, the 2006 Americans for the Arts "Arts and Economic Prosperity III" report found that San Francisco supports 27,837 full-time equivalent jobs in the arts. This percentage of arts workers dwarfs arts employment in other cities of comparable size. The arts employs 1 out of 11 San Franciscans. Total spending by nonprofit arts and culture organizations and their audiences totaled \$1.03 billion during 2005. This also dwarfed the national median for arts spending (\$48,358,919) and the median arts spending in similarly sized cities (\$198,873,390). Artists demographics roughly echo the City's racial breakdown: White: 32%; African-American: 13%; Latino: 15%; Chinese: 20%; Filipino: 7%; Japanese: 2%; Vietnamese: 1.5%; Korean: 1%; Other Asian: 2%; bi- or multi-racial: 6.5%. An SFAC web-based survey in 2009 illustrated the following about respondents: 48% were individual artists; 30% were employees of non-profit organizations or consultants; 9% identified as audience members; 2% as funders; and 11% as others. The survey also yielded an analysis of disciplines represented: 45% were affiliated (i.e., employees or consultants) with visual arts organizations; 67% self-identified as visual artists; 40% were affiliated with music organizations; 11% self-identified as musicians; 35% affiliated with theater/performance-based agencies; 17% self-identified as theater or performance artists; 35% affiliated with dance organizations; 13% self-identified as dancers; 27% affiliated with film/video/media organizations; 21% were film/video/media artists; 21% affiliated with literary organizations and 11% identified as literary artists. 10% were with traditional/folk art organizations; 4% identified as folk artists. 4% work for architecture / design agencies; 10% were architects.

**D. Relationship to Community**

Describe how your agency:

- (a) obtains community input
- (b) serves as a resource and acts as a link for the various constituencies
- (c) makes its programs and services accessible to those with and without disabilities
- (d) impacts public policy

(a) The Arts Commission obtains community input in several ways. As a government agency, all SFAC meetings are open to the public, require adequate notice, and public comment is always on the agenda. Individual programs also host informational and outreach meetings with the public, regarding RFPs, Street Artists licensing, arts education professional development, gallery talks and panels, public art installations (permanent and temporary), the WritersCorps program and civic design. A biannual web-based survey is distributed to thousands of people and made available through a number of accessible channels and web sites (in

multiple languages and in large-print format). The survey results are synthesized and shared with the Mayor's Office, the Board of Supervisors, Arts Commissioners, all staff and the public. SFAC began this spring conducting public forums to discuss the agency and new initiatives. It is a dynamic way to engage the community in arts policy discussions and to reach out and solicit input into programs and processes.

Also, through social networks like Facebook and Twitter, Arts Commission staff is able to receive input in real time from the community on programs, events, openings, meetings and public launches. Lastly, members of the public regularly call SFAC staff to solicit information and / or offer feedback on programming.

(b) As the City agency that serves the entire arts and culture community and whose constituency is the residents and visitors of San Francisco, the Arts Commission is a far-reaching resource for those we serve and helps to link information and resources among them. Through informal and formal mechanisms, SFAC staff works to bridge gaps among stakeholders to ensure a strong, dynamic and efficient arts and culture community.

(c) As a unit of City government, SFAC programs are required to be fully accessible to individuals with disabilities. This includes physical accessibility, and resources for the visually impaired, such as large-print documents. Podcasts, Guide-by-Cell audio (and soon video) also aid in communicating with those with limited abilities.

(d) The Arts Commission works with other City agencies towards the goal of San Francisco being an arts-friendly, arts-supportive and arts-rich municipality. For a number of years, the Public Art Program has been working to broaden the art enrichment ordinance so that a small percentage of private construction project budgets are allocated to a public art pool that will help provide all districts throughout the city (even those with few public works projects) with newly commissioned art in the public realm. We expect this legislation to be introduced and accepted this calendar year. Every budget cycle in recent years has required all City agencies to make difficult cuts in spending. However, with much advocacy by the Director of Cultural Affairs, former Mayor Gavin Newsom held the arts harmless going into FY 2011, and this agency and Grants for the Arts were the only two that had budgets approved at FY 2010 levels with no cuts whatsoever.

### E. Cultural Diversity & Strategic Planning

For each of these required attachments your organization does not have, briefly explain your policies and/or procedures and timeline for developing them.

(If you have these attachments, leave this section blank)

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### Programs

#### Current Programs

Use the space provided to describe current agency programs.

##### 1. Newsletter/Calendar/Information Services

For four years, the Arts Commission has been distributing a monthly agency-wide E-newsletter to a list of some 4,500. Individual programs now also send newsletters to those individuals who have signed up to receive them. The E-newsletter features articles on all SFAC programs and other cultural happenings or outreach on behalf of sister organizations in the city – from public art dedications, arts education news and opportunities, grant deadlines, workshops, convenings, budget updates, new initiatives, staff changes and fundraisers. Newsletters (agency-wide and program-specific) are archived on our web site. For grants applications, RFPs or RFQs, public information sessions are held to answer questions. A dedicated staff is responsible for sending out all SFAC press releases, sometimes in conjunction with the Mayor's Office, and serves as the primary contact point for press inquiries. SFAC is nimble using social networking sites (Facebook, Twitter, Flickr) and produces podcasts ("Deep Roots"). Culture wire, SFAC's monthly cable show, presents stories in magazine or documentary format. Segments are then repurposed on our web site or by the organizations or artists featured. (Culture Wire's most evergreen content is soon to be aired on Virgin America's flights to and from San Francisco.) This agency's web site has developed into a dynamic, content-rich outlet and unique hits have increased exponentially over the last 24 months.

##### 2. Technical Assistance

The Cultural Equity Grants program holds workshops on all its grant programs to answer application and review process questions, and CEG staff is always available during business hours to answer questions. All CEG Level II applicants meet for 2 hours with staff to prepare for these \$100,000 requests. Community Arts & Education offers workshops on all their programs—from Cultural Center board development to Art in Storefronts to the StreetSMARTS anti-graffiti initiative to WritersCorps' intensive teacher trainings. The Street Artists Program holds public screenings to assist artists interested in getting licensed by that program. Public Art holds technical assistance and site-based community workshops for all the RFQs they post. That staff also offers ongoing support to other municipalities needing. SFAC in conjunction with Grants for the Arts, the Center for Cultural Innovation and local funders launched the Creative Capacity Fund two years ago, the most significant local technical assistance initiative that recently went statewide. Last October, the SFAC was a co-sponsor of an Arts Facilities and Economic Development Symposium. Prompted by the attention on Mid Market, artists, developers, educators, foundation and government officials gathered to hear from national innovators in the burgeoning field of arts-based economic development. Additionally, all SFAC staff are charged with offering assistance to anyone who reaches out to this agency for information or support.

##### 3. Galleries/Exhibitions Accessible to the Public

Located in San Francisco's Civic Center, the SFAC Gallery is the agency's exhibitions program making contemporary art accessible to broad audiences through curated exhibitions that reflect our regional diversity and position Bay Area visual art within an international contemporary art landscape. Open 6 days a week free of charge the gallery has 4 fully accessible sites: 401 Van Ness (the main venue); 155 Grove Street (for site-specific window installations); and City Hall's ground floor gallery and North Light Court. The Gallery's exhibitions and public programs (artists talks, studio visits, community events) provide new opportunities for emerging and established artists to engage within a civic dialogue. Since its founding in 1970 the Gallery has featured the work of more than 4,200 local, national and international artists in some 460 exhibitions. It is one of only a handful of municipal exhibition spaces in the nation dedicated to contemporary art. More than 261,950 people visit our exhibitions and programs annually. (This figure does not include the incalculable number of sidewalk passersby who view the Grove Street installations, as well as those who make it a destination. The SFAC Gallery grows in notoriety every year with critical accolades from local, national, mainstream and alternative outlets. The SFAC Gallery has an increasing influence on local cultural developments and serves artists well by catalyzing more widespread interest in their work.

##### 4. Percent for Art Ordinance/Art in Public Places Program

SFAC's Public Art Program, established in 1969, was one of the first in the nation. The public art ordinance ensures that 2% of construction costs of any public works project (civic buildings, transportation projects, libraries, etc.) to be allocated for public art. It is administered by SFAC staff and governed by our Visual Arts Committee. The PAP seeks to promote a diverse and stimulating cultural environment to enrich the lives of residents, visitors and employees. PAP encourages creative interaction of artists, designers, City staff and community members in order to develop art that is meaningful to the site and its community. Each project's lifespan—from design through completion—takes 3-10 years. PAP oversees project guidelines and budget developments in conjunction with architects, City agencies and community advisors; curatorial research and coordination of artists selection including outreach to emerging artists and artists from under-represented communities; contracts administration; installation; coordination among all stakeholders; and maintenance. The PAP administers permanent and temporary projects. The most recent example of high-profile projects include the temporary 15-ton, 3-story Zhang Huan "Three Heads, Six Arms" Buddha, and San Francisco International Airport's new Terminal 2 which includes 5 newly commissioned artworks and more than a dozen restored pieces from the City's Civic Art Collection, some of which had been in storage more than 20 years.

##### 5. Touring/Presenting

The San Francisco Symphony – Engaging Communities program of the Arts Commission is one of two presenting programs of this agency (not including the gallery – see above). The SF Symphony and the SFAC partner to produce a concert series that appeals to youth, families and the greater demographics of the city. The diverse and affordable performances include the youth symphony, concerts for children, and holiday concerts including Día de los Muertos and Chinese New Year celebrations. We also sponsor a free concert each summer in Dolores Park. WritersCorps also has a presenting component, and students perform their poetry and prose at a minimum of six public events each year at venues including libraries, Intersection for the Arts, the Contemporary Jewish Museum, MoAD, Bill Graham Civic Auditorium and Yerba Buena Center for the Arts. This year launched the Poetry Projection Project, a WritersCorps competition that invited

filmmakers to use student poems as inspiration for mini-movies. All these events are free and open to the public. Recent years' budget constraints have limited out-of-state travel for WritersCorps which historically attended the National Poetry Slam competition in Washington, DC. (While not a presenting opportunity, WritersCorps was invited to the White House twice since last fall—first to receive the National Arts and Humanities Program Award from Michelle Obama, and this month for a poetry workshop and presentation with renowned authors.)

6. Fairs/Festivals (sponsored by applicant)

SFAC supports – but does not act as the organizer or curator for – neighborhood festivals that have a cultural component to strengthen community ties. Through our Fairs and Festival grants, 10-15 grants of \$3,000 are awarded to small neighborhood nonprofits so they may increase their communities' arts engagement at these outdoor all-day events. Several festivals are also supported through our Cultural Equity Grants program (such as the Filipino Parole Festival, the Festival of Altars at SomARTS, the Queer Arts Festival and the Asian Pacific Islander Festival). The Arts Education Program also coordinates the annual Arts Education Resource Fair in partnership with the Arts Providers Alliance of San Francisco each fall.

7. Conferences (sponsored by applicant)

The San Francisco Arts Commission has increased its hosting or co-hosting of conferences and convenings in recent years. They have been prompted by special anniversaries and the need for technical assistance to the field during the downturned economy. Last year's "Dynamic Adaptability: A Conference on New Thinking and New Strategies for the Arts" was the most recent such event, and while none this year are scheduled, we do plan to host a number of forums around the November elections, so that candidates may make public their arts platforms. Additionally, 2012 is the 80th anniversary of the Arts Commission and plans are in the works for special events, public programs and a fundraising gala. The Arts Education Program coordinates several forums a year called "Art Impact", which is a conversation between an educator and an individual who attributes his/her success to their personal and professional involvement in the arts. Also in 2012, when the Americans for the Arts' "Arts and Economic Prosperity IV" report is released, the Arts Commission will host a summit to share and discuss the findings.

8. Other

The Arts Commission's ARTery Project is a citywide initiative that warrants some description. This agency was one of four to receive the maximum \$250,000 grant award from the National Endowment for the Arts MICD25 program to support the transformation of a blighted stretch of Market Street into a dynamic and economically active arts and culture district. The arts are at the core of this revitalization, and many agencies have championed this cultural placemaking to realize a community-driven rebirth of a long-troubled stretch of the city's main thoroughfare. The ARTery Project is establishing the cultural identity of Mid Market and increasing the community's vibrancy and livability. The main arts elements of this initiative are: 1) Large-scale lighting design installations to mark the district's gateways at UN Plaza and Market at 6th Street (launched December 2010); 2) Weekly arts markets on UN Plaza; 3) Activating—through festivals, exhibitions and performances—the properties and sidewalks along the stretch; and 4) Installing Art in Storefronts in vacant spaces. Arts organizations are beginning to move into the area, while others are in the midst of space assessments and feasibility studies. Burning Man just installed several monumental sculptures at Market and 8th streets. New tenants include Twitter, Blick Art Materials and Pearl's Deluxe Burgers; opening in 2014 is a 250,000 sq.-foot mall, CityPlace, located across from ACT's future property.

New Programs, Services, or Activities

Describe new programs, services, or activities planned to begin in 2011.

SFJAM (described in the Arts Education section of this application) is the only new program now being conceived to launch in 2011. 2010 saw a number of new programs launch (described herein) and 2012 will include special programming in connection to the SFAC's 80th anniversary celebration, but they are in the earliest stages of development.

One final mention should go to this agency's move to another location in our current building. Slated for July, the Arts Commission will have a new space at 25 Van Ness Avenue combined on the 3rd and 4th floors.

Regranting

Attach to the application copies of the most recent program guidelines and application, and lists of all grantees for the last completed cycle.

1. FUNDING

Funding allocated in 4,320,587  
FY 2009-10

Funding allocated in 4,448,753  
FY 2010-11

Funding allocated in 4,000,000  
FY 2011-12

2. For FY 2009-10 complete the following:

A. Check all applicable sources utilized for regranting funds:  
 Transient Occupancy Tax

Other (describe)

B. Number of grants awarded:

Individual 20

Organizational 138

C. Using the table below, indicate the range of the dollar amount of awards

Grant Category (do not use acronyms)	Regranting Awards 2009-2010	
	Minimum Award	Maximum Award
Arts & Communities: Innovative Partnerships	\$ 10,000.00	\$ 25,000.00
Creative Space Grants	\$ 5,000.00	\$ 20,000.00
Cultural Equity Initiatives: Level 1	\$ 16,400.00	\$ 25,000.00
Cultural Equity Initiatives: Level 2	\$ 100,000.00	\$ 100,000.00
Neighborhood Festivals	\$ 3,000.00	\$ 3,000.00
Programs in Communities	\$ 16,000.00	\$ 16,500.00
Organizational Project Grants	\$ 2,850.00	\$ 12,000.00
Cultural Center Grants (for Mission Cultural Center South of Market Cultural Center Bayview Opera House African American Art & Culture Complex Asian Pacific Islander Cultural Center Queer Cultural Center)	\$ 96,974.00	\$ 587,343.00
Individual		
Grant Category (do not use acronyms)	Minimum Award	Maximum Award
Individual Artists Commissions	\$ 7,500.00	\$ 10,000.00


3. Does your organization use a peer review panel system in making grant allocations?

Yes

If no, describe who makes grant decisions and their qualifications.

Please note, the Cultural Equity Grants Program does use a public peer review panel system to make grant allocations. A diverse pool of reviewers is approved for each grant category by the Arts Commissioners and the scoring and discussion for each grant application is open to the public (though public comment is not permitted).

The Cultural Centers' annual allocations are mandated by City Charter, so there is no panel process for these grants.

Arts In Education

Arts in Education

1. Briefly describe your organization's Arts In Education program(s)

The Arts Education Program (AEP) is a resource hub for the arts education community, providing arts access for youth and families, and advocacy for organizations through partnerships with the San Francisco Unified School District (SFUSD), Arts Providers Alliance of San Francisco (APASF), Arts Education Funders Collaborative (AEFC) and Department of Public Works.

The AEP works to support the implementation and evaluation of SFUSD's Arts Education Master Plan and lends its voice to arts budget and policy issues. The AEP provides professional development for APASF, a consortium of local arts education providers, and organizes an annual arts education resource fair to help APASF members market to and increase communication with SFUSD. In 2011, the AEP will produce and distribute the 6th edition of the AEFC publication Inside/Out: A Guide to Arts & Arts Education Resources for Children & Teens in San Francisco. AEP also coordinates: 1) StreetSmARTS; 2) Where Art Lives; 3) the Mobile Free Wall; 4) San Francisco Jamboree and Music (SFJAM); and 5) Daraja Means Bridge.

StreetSmARTS, Where Art Lives and the Mobile Free Wall seek to thwart graffiti in the urban landscape, to educate students and the community on the distinction between sanctioned urban art and vandalism, and to encourage the creation of more artwork on public and private property to reduce graffiti. Where Art Lives is a visual arts curriculum teaching 4th -7th graders about urban art and murals. Accomplished artists introduce students to an arts vocabulary; they then design and create murals on their school campuses. The program serves more than 200 students in 6 schools. StreetSmARTS connects artists with property owners to create vibrant murals to mitigate vandalism; more than 20 murals have been painted throughout the city. The Mobile Free Wall provides mobile canvases where artists can safely practice and share their urban artwork. SFJAM's goal, developed with SFUSD and the technology company, Nuvana, is to nurture passion for the arts by connecting youth with cultural activities in their communities through online tasks known as MISSIONS, social networking and gaming. Daraja Means Bridge is AEP's first international cultural exchange initiative and utilizes visual and literary arts, technology, new media and social science to help youth communicate with young people from different cultures. This program serves 20 high-school girls from the Daraja Academy in Kenya and 10 local counterparts.

2. FUNDING

	County Partner	School/Collaborator Match
Funding allocated in FY 2009-10	\$ 144,886	\$ 9,000
Funding available in FY 2010-11	\$ 209,148	\$ 9,000
Funding projected in FY 2011-12	\$ 209,148	\$ 0

3. For FY 2009-10 answer the following:

Rate of pay to residency artists	\$50
per	hour
Total payments to artists	\$32,750
Administrative salaries	\$115,436
Operating expenses	\$56,750
Total AIE program budget	\$172,186

Number of residency sites	6
Number of residency artists	5
Length of residencies	8 to 10 weeks
Estimated number of students served	200

Number of performing arts presentations	n/a
Rate of pay per performance	\$0.00
Estimated number of students served	n/a

4. Describe the screening process criteria used for selecting artists.

The Arts Education Program screens its artists in various ways depending on programmatic needs. For example, the StreetSmARTS program issues a call to artists (RFP) so that an oversight committee – comprised of arts administrators, artists and partners – may select from a pool of eligible applicants in a thorough review process. This year there were 80 applicants; 19 were accepted into the StreetSmARTS program.

Where Art Lives develops a specific job description for artists to work in the school sites, then Arts Commission staff interviews each applicant, reviews his / her portfolio, and selects a total of 5 teaching artists the program. Then they must go through SFUSD's screening process and background check as these artists work directly with students in the classrooms.

5. Describe the agency's artist training and orientation process.

The Arts Education programs described above which hire artists all include an artists training and orientation session. Artists must attend these sessions with SFAC Arts Education Program staff and educators to review curriculum development and integration strategies, evaluation and assessment methodologies, along with classroom management skill development, school conduct and protocols. They are also trained in working as contractors with the City. Teaching artists must



conduct pre-, during- and post-evaluations of students and their own work, and then debrief with classroom teachers intermittently so that the coursework may be tailored during the school year and improved for the next year.

Ongoing support is also provided to teaching artists. They meet with Arts Education Program staff regularly to update them on their project's progress, and to get any necessary resources that will help them succeed with their students in the classroom.

For the partnerships with the Department of Public Works, DPW staff is also at the first training session and available as needed to support this arts initiative.

6. Describe how the training reflects the State Department of Education's Visual and Performing Arts Framework.

The Where Art Lives curriculum was designed in alignment with the 4th-7th grade visual arts content standards and fits well into the five standards of Artistic Perception, Creative Expression, Historical and Cultural Context, Aesthetic Valuing and Connections, Relationships, Applications. Each of these areas is addressed in their introduction to a visual arts vocabulary, the teaching of the differentiation between public art that is sanctioned and illegal graffiti, and since students in all grades participate in designing, scaling and painting a mural on their campus that has relevance to their school community, they are able to apply artistic processes and skills to communicate intention and meaning in their original works of art. As mentioned earlier, curriculum is tailored to the grade level being taught.

7. Describe how the agency collaborates with CCSESA, schools, and/or community (non-school) organizations.

The Arts Education Program partners with many community organizations, SFUSD administration and schools. The longest-term programmatic partnerships are with the Arts Providers Alliance of San Francisco (APASF), the San Francisco Unified School District (SFUSD) and a New Day for Learning.

The Arts Education Program acts serves on the Executive Committee for the APASF, a member organization of over 70 arts providers. APASF's goal is to increase the capacity and expertise of teaching artists working in classrooms and community settings. The Arts Education Program manages all professional development programs for its members, as well as the annual APASF arts education resource fair (detailed above). The Arts Education Program is also a resource for all SFUSD arts coordinators, administrators, teachers and parents seeking strategies to ensure the arts are taught to all students in every school every day. Furthermore, the Arts Education Program plays a key role representing the City (and City funds) on the Arts Education Master Plan Advisory Committee. Arts Education Program staff attends all meetings, makes presentations when needed to the Board of Education, the Prop H committee and the joint committee of the Board of Supervisors and Board of Education.

**Staff & Board**

**Board List**

Please list your Board Members here

Board Member	City of Residence	Professional and Avocational Affiliation	Tenure (year service began)
PJ Johnston	San Francisco	Communication / PR Specialist	2003
JD Beltran	San Francisco	Writer / visual artist	2009
Mark Breitenberg	San Francisco	Literature / California College of the Arts	2010
John Calloway	San Francisco	Music / SFSU / SFUSD	2008
Greg Chew	San Francisco	Marketing / Community Arts	2009
Leo Chow	San Francisco	Architect / Skidmore Owings Merrill	2009
Amy Chuang	San Francisco	Music / Community Organizer	2009
Lorraine Garcia-Nakata	San Francisco	Literature / Childrens Book Press	2008
Dorka Keehn	San Francisco	Conceptual Art / Artist	2010
Sherene Melania	San Francisco	Dance / Presidio Performing Arts Foundation	2007
Jessica Silverman	San Francisco	Visual Art / Jessica Silverman Gallery	2010
Barbara Sklar	San Francisco	Visual Art / Painter	2009
Cass Calder Smith	San Francisco	Architecture / CCS Architects	2008
Kimberlee Stryker	San Francisco	Landscape Architecture / Stryker Design	2010
Sherri Young	San Francisco	Theater / African American Shakespeare Festival	2007
Ron Miguel	San Francisco	Ex Officio Planning Commission President	2006

**Advisory Board(s)**

Please list your Advisory Board Members here

Board Member	City of Residence	Professional and Avocational Affiliation	Tenure (year service began)
Ellen Shershow-Pena SFAC Gallery Advisory Board Co-Chair	San Francisco	Professional Photographer; past SFAC Staff member	2008
Robyn Wise SFAC Gallery Advisory Board Co-Chair	San Francisco	SF MOMA Senior Publicist	2008
Gary Bishop	San Francisco	Finance and Small Business Advisor	2011
Jenn Doyle Crane	San Francisco	Doyle Crane McDonough Associates	2011
Allison Cummings	Oakland	Senior Registrar SFAC	2010
Marcus Keller	San Francisco	MOMA SECA Board Member	2007
Mario Lemos	San Francisco	Development Information Manager SF Conservatory of Music	2006
Lauranne LoSpalluto	San Francisco	Heather Elder Represents	2007
Sean McFarland	San Francisco	Artist Teacher	2011
Natalie Pavlosky	San Francisco	Rickshaw Stop Artist	2011
Amy Ress	San Francisco	Public Architecture	2011
Alice Shaw	San Francisco	Artist	2008
Brian Singer	San Francisco	Graphic Designer / AIGA	2009

Add another Advisory Board?

Yes

Please list your Advisory Board Members here




**Staff List**

In the space provided include a one paragraph biography each, for all key staff members.

**Luis R. Cancel, Director of Cultural Affairs**

Mr. Cancel has a distinguished 25-year career in the arts and public service. He was the first Latino to lead New York City's Department of Cultural Affairs, and ran the Bronx Museum of Art for 14 years. He was Director of the Clemente Soto Véllez Cultural & Educational Center in New York City and has been a guest lecturer at several prestigious national and international museums and universities including Yale, Harvard, Princeton and Central University of Caracas. He has researched Latin American art as an NEA Fellow, and has been a proponent of using new media to reach new audiences. He holds an MA in Museum Management/Arts Administration from NYU and in Public Administration from Harvard University.

**Rachelle Axel, Development Director**

Before assuming her current position in 2007, Ms. Axel was the Arts Education Officer at this agency, where she served as Project Director for the Arts Education Funders Collaborative, and sat on the steering committees for the Arts Providers Alliance of San Francisco and the SFUSD Arts Education Master Plan. Before joining the Arts Commission, Rachelle served as the Director of Development and Communication for Youth Radio, a youth development and media production agency. Since assuming the Development Director post in March 2007, she has raised more than \$3 million for Arts Commission programs.

**Kan Htun, Finance Director**

Mr. Htun is a professional accountant with a wide range of experience in financial analysis, management and the cost accounting field. Kan is a fellow member of the Chartered Institute of Management Accountants, UK, and a CPA of AICPA, USA.

**Howard Lazar, Street Artists Program Director**

Mr. Lazar has been with the Street Artists Program since its inception in 1972. A graduate of the Broadcast Communications Arts Department at San Francisco State University, Lazar is also a portrait and history sculptor whose works are in national, state, and municipal permanent collections. In addition, he does commissioned sculpture portraits as a fundraising activity for animal rights.

**Jill Manton, Program Director**

Ms. Manton's accomplishments at the SFAC include the initiation of the Art on Market Street Program, and the successful revision of San Francisco's percent for art legislation in 1996, which resulted in an expansion of the kinds of construction projects that are eligible for public art. She had been Public Art Program Director since 1990 and was appointed to her current post in 2009. She was a 1997 recipient of the Public Managerial Excellence Award from the Mayor's Fiscal Advisory Committee, and serves as an elected member of the national council of the Public Art Network, and is on the Advisory Board for Public Art Review.

**Judy Nemzoff, Community Arts & Education Program Director**

Ms. Nemzoff implements innovative citywide initiatives, including Art in Storefronts and StreetsArts, which provide opportunities for diverse community arts access. Nemzoff was formerly Arts and Tourism Program Manager for the SF Convention and Visitors Bureau, and a long-time talent agent and artist manager representing performing artists from the United States and Europe. She has produced and commissioned new works for theater, dance, and music. She is a graduate of Harvard University's JFK Kennedy School of Government executive leadership program and co-chairs the SFUSD's Arts Education Master Plan Advisory Committee.

**Susan Pontious, Public Art Program Director**

Ms. Pontious received her MA from UC Irvine and her MFA in Painting from the University of Massachusetts at Amherst. She began her career in public art as an artist on a mural project, where she was inspired by the way an artist's work could be incorporated into the life of a community. She has served as the Executive Director of Public Art Works, a nonprofit agency that sponsored temporary and permanent public art projects in Marin County, and was on the Public Art Advisory Boards for the City of Oakland and Alameda County. She currently serves on the Advisory Boards for the Bedford Gallery and Public Art Program in Walnut Creek. In 1978 she received a Massachusetts State Humanities grant that used humanists to help put together a sociopolitical history for a mural on women's history in Northampton, MA. She used that background context with original research conducted on local women's history for the content of the mural, and wrote a publication on her research which is still sold in Northampton and used in the schools. The mural won a governor's design award.

**Meg Shiffler, SFAC Gallery Director**

Ms. Shiffler worked as a freelance curator, researcher and consultant for the New Museum of Contemporary Art, the Andrea Rosen Gallery and the Ursula Meyer Art Conservancy before joining the Arts Commission in 2005. She is a visiting faculty member in the Masters program at the San Francisco Art Institute. Prior to 2003, while in Seattle, WA, she co-founded the multidisciplinary art center Consolidated Works and served as its Gallery Director. Shiffler was the Director of 20th Century Masterworks at Meyerson & Nowinski Art Associates, and the Director for MIA Gallery in Seattle. She also attended Bard College's Center for Curatorial Studies in New York.

**E. San San Wong, Director of Grants**

Ms. Wong has worked in the arts over 20 years. Prior to joining SFAC, she was a consultant focused on the exploration of new aesthetics, the impact of changing demographics and increased internationalism on arts and cultural practice, and strengthening support systems for bringing artists and communities together. Her clients have included: the Ford Foundation, the Doris Duke Charitable Foundation, the New England Foundation for the Arts, Leveraging Investments in Creativity, the Fund for Folk Culture and the Asia Society. She has worked throughout the US and in the Asia Pacific region. Wong has also served as Director of the National Performance Network, and previously as Director of Development and Special Initiatives at Theater Artaud.

**Executive Director Compensation**

Briefly describe the compensation and benefits package of the Executive Director.

The Director of Cultural Affairs, Luis R. Cancel, is a mayoral appointee and serves at will of that office. This position is part of the Municipal Executives Association, the union that represents city executive staff, and the compensation package is detailed in a 70 page MOU between the MEA and the City and County. Briefly, the Director of Cultural Affairs \$147,000 and benefits total approximately 25% of that salary. These include health care, dental, vision, vacation time, sick time, retirement benefits, disability and access to life insurance and other compensations. For the full MOU, please go to: <http://www.sfdhr.org/Modules/ShowDocument.aspx?documentId=11488>

**Budgets**

**Organizational Budget**

**California Cultural Data Project**

The California Arts Council requires all applicants to fill out a profile through the California Cultural Data Project and submit a funder report along with their application. To complete this part of your submission go to the California Cultural Data Project website: <http://www.caculturaldata.org/about.aspx>

**Organizational Budget Summary**

In addition to your California Cultural Data Project profile, provide a brief narrative summary of your current and projected fiscal years. Explain any significant changes (10% or more) anticipated in these years or that occurred in the previous two completed fiscal years. Specify sources of in-kind.

The City and County of San Francisco for the fourth year in a row faces a significant shortfall in its General Fund budget. A total of \$522 million needed to be cut from the current fiscal year (normally the General Fund totals approximately \$2 billion) in order for the fiscal year 2011 to begin with a balanced budget. After the Arts Commission complied with Mayor's Office instructions to come up with a 30% budget reduction (some \$1,020,000 in cuts to our budget), the Mayor then eliminated all cuts to both the Arts Commission and Grants for the Arts as we entered FY 2011. These were the only two departments in the City and County that had their budgets restored to FY 2010 levels. Going into FY 2012, this agency has been asked to sustain approximately \$500,000 in cuts to this agency. At this point, the Community Arts & Education Program and the Cultural Equity Grants Program are likely to share the burden of cutting these funds out of their respective budgets as they are largely supported by Hotel Tax / General Fund dollars. It remains likely that available CEG grant funds will be cut (which has happened the last three fiscal years) as will Cultural Center grant allocations (which has occurred once in the last two fiscal years). It remains unclear at this time whether or not the Arts Commission will lose a staff position.

In FY 2009-2010, General Fund expenditures were reduced as follows: Administration: \$29,681; Cultural Centers: \$352,267; Cultural Equity Grants: \$269,413; Art Enhancement: \$393,579; WritersCorps: \$71,000. To mitigate these budgetary losses, the agency has significantly increased fundraising and development activities.

As mentioned earlier in the program section of this narrative, last fiscal year saw significant success in fundraising, including a \$250,000 grant from the NEA for The ARTery Project along Mid Market Street. Additional grants from the NEA helped support the Zhang Huan temporary public art installation (\$70,000) and WritersCorps (\$50,000). In-kind support came in the form of free container shipment of the 15-ton Zhang Huan sculpture from Shanghai to California (valued at \$100,000) and the SF Examiner has produced in-kind several centerfold spreads on Arts Commission programs (estimated value: \$35,000).

Each program also secures relatively modest in-kind support in the form of printing, hospitality and professional expertise. The Arts Commission could not continue to function at the caliber it does, with such high-quality programs if it were not for our dedicated volunteers.

**Grant Request Summary**

Summarize what your grant request will support.

The full \$15,000 requested will help support the Arts Education Manager salary at the San Francisco Arts Commission. This is a full-time position within the Community Arts & Education Program. Tyra Fennell, formerly the Director of Programs for the Humanities Council in Washington, DC, where she managed partnerships with public schools, school administrators, and community-based organizations, assumed this post at the Arts Commission in December 2009.

**Grant Request Budget**

Complete where applicable. Recommended Grant Request is \$15,000. Required match is dollar for dollar (1:1).

A. Personnel (Specify)	Rate of Pay	CAC/SLPP Grant	Applicant Match
Arts Education Manager	\$84000 /year (including benefits package)	\$ 15,000	\$ 15,000
<b>Subtotal</b>		<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>B. Operating Expenses (Specify)</b>			
<b>Subtotal</b>		<b>\$ 0</b>	<b>\$ 0</b>
<b>Grand Total</b>		<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Total of Grant + Match</b>			<b>\$ 30,000</b>

**C. Source of the Match**

Complete where applicable. Required match is dollar for dollar (1:1).

Identify Income sources of Applicant Match	
Local Government/County	\$ 15,000
Local Government/City	
Foundation/Corporate Contributions	
Private Contributions	
Earned Income	
In-Kind	
Other (specify):	
<b>Total Match</b>	<b>\$ 15,000</b>

**Support Material Uploads**

**Required Attachments:**  
(See Guidelines for instructions)

Local Government Resolutions Attached

California Cultural Data Project / State-Local Partnership Program Funder Report Attached

Regranting Guidelines and Grantee list(s) (if applicable) Attached

Cultural Diversity Policy Attached

Annual Strategic Plan Attached

Annual Strategic Plan / Executive Summary Attached

**Optional Support Materials:**

**Letters of Support:** Letters of Support should substantiate the quality of the organization, its programs and services.

**Articles and Reviews:** Limit of three. Applicants may submit scans of articles or reviews that show the quality of the organization's activities and its role in the community.

**Audio/Visual Documentation:** Audio/visual materials may be included if they are relevant to the funding request and/or reflect the organization's activities. List samples in the Work Samples Log Sheet.

A. Images: 10 maximum.

B. Audio: Should be of a recent performance or activity.

C. Video: Should be of a recent performance or activity.

D. Documents: Limit of three

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**Instructions:**

1. Click the "Assign Portfolio Folder" button below to create a folder in your Portfolio section and upload your work samples.
2. Create a folder for SLPP (do not use punctuation in name of folder). Upload all images, videos, audio, and documents into this folder.
3. Click the "Add Material" icon (green plus over document) next to the folder to add work samples. Title your samples to correspond to the row number in the next page **Work Samples Log Sheet**.
4. Once you are finished uploading ALL work samples, click the round radio button to the right of the folder. Click Map Folder to attach the folder to this application.

For videos, we recommend that you save your videos as either QuickTime .MOV, Windows .AVI, or .MPG files— these are the most common formats and they work well within our system. We specifically recommend the MPEG4 (H.264) format at 640x480 resolution with MP3 audio. Resizing your video to these specifications before uploading will help your clips look better. Please note there is a file size limit of 400 MB.

If you're video does not meet the minimum requirements, please use the website below to convert your file.  
<http://www.mediaconverter.org/>

**Acceptable File Types:**

jpg, jpeg, gif, bmp, png, tif, 3gp, avi, flv, mov, mp4, mpg, rm, wmv, doc, docx, txt, xls, xlsx, pps, ppt, pptx, pdf, aac, mid, midi, mp3, mpa, ra, wav, wma, eps, m4a

Click here to upload materials

San Francisco Arts Commission SLPP Uploads :	StreetSmARTS mural	Jet Martinez Mural Detail	DSanchez__Mural4JetMartinez_100429__7.jpg
	Where Art Lives at Brett Harte Elementary	Students Working on a Mural	Where_Art_Lives_at_Bret_Harte_Elementary.jpg
	New York Times Art in Storefronts	Art in Storefronts program coverage	091220_NYT_Chloe_Veltman_AiS.pdf
	The ARtery Project	SF Chronicle covers Lights on Market	101210_BeyondChron_RandyShaw_LoM.pdf
	Wall Street Journal Press on StreetSmARTS	Article on StreetSmARTS anti graffiti initiative	100805_WallStreetJournal_BobbyWhite_SS.pdf
	Arts Education Program Press In SF Gate	Third Item in PDF covers SFJAM.	101201_Chronicle_JessicaKwong_SFJAM.pdf
	Strategic Plan with Executive Summary	Executive Summary Within Updated Plan	Strategic_Plan_FY10_12__7.28.10_updated.doc
	Three-Year Strategic Plan	This is a living document that guides the agency's work, decision making and measures performance.	FY2010_11_Q2_Consolidated_Strategic_Plan_Status_Report.doc
	Arts Commission By-Laws	The document that defines governance of the agency. Equitable distribution of services and diversity policies addressed within. Please also see the Cultural Equity Grants Guidelines for City Charter language about funding for under-served and minority populations.	Arts_Commission_Bylaws_030705.doc
	Cultural Equity Grants Grantee List FY 2010	List of all grantees from FY 2010	San_Francisco_Arts_Commission_CEG_Grantee_List_for_FY_2010.pdf
	Cultural Equity Grants Guidelines 2	Cultural Equity Grants for Arts Organizations	SFAC_AO10_Cvr_Int_FINAL.pdf
	Cultural Equity Grants Guidelines	Artists and Communities: Innovative Partnerships Guidelines	SFAC_ACIP10_FINAL.pdf
	California Cultural Data Project Report for CAC SLPP	CA Cultural Data Project Funder Report for CAC SLPP	SFAC_California_Cultural_Data_Project_CAC_SLPP.pdf
	San Francisco Board of Supervisors Resolution for SLPP 2010 Grant	The legislative resolution approved by the Board of Supervisors for the previous CAC SLPP award to the SF Arts Commission.	CAC_SLPP_RESOLUTION_FY_2010.doc

**Work Sample Log Sheet**

Log work sample information below. When uploading each work sample, use the corresponding number below in the title, e.g. 1. Generic Dance Theater. Panel will view up to five minutes of work samples per applicant

	Media Type (Video Audio Doc Image)	Title of Sample Work	Date Work Completed	Description of Contents	Identify Applicant	Running Time
1	Photograph	Where Art Lives	05/01/10	Students engage with teaching artist Francisco "Twick" Aquino		
2	Photograph	StreetSmARTS	06/30/10	Mural by Jet Martinez		
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**Certification**

I certify that the applicant organization has proof of nonprofit status under sec.501(c) (3) of the Internal Revenue Code, or under sec. 23701d of the California Revenue and Taxation Code, or that applicant is a unit of government; that applicant has been consistently engaged in arts programming for a specific number of years prior to time of application; that applicant complies with the Civil Rights Act of 1964, as amended; sec 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; observes provisions of the Drug Free Workplace Act of 1988; and California Government Code secs.11135-11139.5 (barring discrimination); that applicant complies with the Fair Labor Standards Act, as defined by the Secretary of Labor in part 505 of title 29 of the Code of Federal Regulation; the Americans with Disabilities Act of 1990; and the Fair Employment and Housing Act; that applicant has its principal place of business in California; has completed prior contract evaluations, if applicable; and has approval of applicant's board of directors or other governing body. I hereby certify that to the best of my knowledge and belief, the data in this application and in any attachments hereto are true and correct. The following signature must be by an authorized member of the board, not the Executive Director. \*

Yes, I certify

**Applicant Signature** - The following signature must be by an authorized board member or designated organizational representative:

First Name \* Luis  
 Last Name \* Cancel  
 Title \* Director of Cultural Affairs  
 Date \* 05-03-2011



October 21, 2011

SL-11-0020

Rachelle Axel  
San Francisco Arts Commission  
25 Van Ness Avenue, Suite 345  
San Francisco, CA 94102

Dear Rachelle Axel:

I am pleased to inform you that the California Arts Council, at its September 14, 2011 public meeting, awarded your organization a State-Local Partnership Program grant for FY 2011-12. The award amount is \$14,400

Please refer to the enclosed Grant Agreement Instructions regarding procedures and direct any questions you may have to the Arts Council staff listed there.

The Council is pleased to support you, our local partner, and we look forward to working closely with you this year. As you know, I came to the CAC from my role running the Arts Council for Long Beach. I know what it takes to do what you do every day...finding new ways to introduce your community to the wealth of arts and artists that surround us. Partly out of necessity and partly because that is what "arts people" do...we have used our wits and our passions to bring others to our cause. Keep up the great work!

We take pride in your organization which contributes immensely to the cultural wealth and community health of our great state. You have our great admiration and appreciation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Craig Watson'.

Craig Watson, Director

Cc: Marilyn Nielsen, Deputy Director

Enclosures: Grant Instructions  
Grant Agreements (3)  
Panel Comments  
New Ranking System Description  
CAC Acknowledgment  
Arts License Plate Flyers (2)