

BELLEVUE ARTS COMMISSION



Emerging Radiance by Michelle Kumata at the Bellevue Arts Museum, on view through March 13, 2022.



Community Development

**March 8, 2022
ZOOM MEETING**

“The arts are an important expression of how people think of and experience the city and each other. Bellevue seeks to foster a strong arts and cultural community chiefly supported through a wide range of artists, art and cultural institutions, and arts groups offering a variety experiences to an engaged audience.”

-City of Bellevue, Comprehensive Plan, Urban Design & the Arts Element



Community Development

Agenda

Agenda

Tuesday, March 8, 2022

Bellevue Arts Commission

Zoom Meeting: 4:30 p.m.

Commission Staff Contact: 425.452.4064

The City of Bellevue Arts Commission meeting for March 8 will be conducted virtually via Zoom Webinar. The public can access the meeting here, <https://cityofbellevue.zoom.us/j/99138113316> using Password: 372742 or by connecting to the Zoom Webinar using Webinar ID: 991 3811 3316 and Password: 372742. For those members of the public unable to access internet services, a telephone option will be made available to listen to the proceedings. The phone number to access the meeting is PHONE # +1 253 215 8782, Webinar ID: 991 3811 3316 and Password: 372742.

1. **CALL TO ORDER** 4:30
Chair will call the meeting to order.
2. **APPROVAL OF AGENDA AND MINUTES** 4:30 – 4:35
 - A. Chair will ask for approval of the agenda.
 - B. Chair will ask for approval of the February regular meeting minutes.
3. **ORAL COMMUNICATIONS** 4:35 – 4:45
There will be no opportunity for oral communications at this meeting. All written comments received prior to 3 p.m. on March 8 will be read or summarized into the record at the meeting. If you wish to provide written comment to the Arts Commission, please email mstamm@bellevuewa.gov with the subject line “Written Communications – March 8”.
4. **ACTION, DISCUSSION, AND INFORMATION ITEMS**
 - A. Eastside Live 4:45 – 5:20
 - B. Bellwether 2022 5:20 – 5:45
 - C. BelRed Mural Program Call 5:45 – 6:00
 - D. 2023 Grant Guidelines 6:00 – 6:20
5. **COMMISSION QUICK BUSINESS** 6:20 – 6:25
6. **REPORTS** 6:25 – 6:30
 - A. Commissioners’ Committee and Lead Reports
 - B. Project Updates from Staff
8. **ADJOURNMENT** 6:30 pm
Chair will adjourn the meeting.

Bellevue Arts Commission meetings are wheelchair accessible. Captioning, American Sign Language (ASL), or language interpreters are available upon request. Please phone at least 48 hours in advance 425-452-6168 (VOICE) for ADA accommodations. If you are hearing impaired, please dial 711 (TR). Please contact the Arts Program at least two days in advance at mstamm@bellevuewa.gov or call 425-452-4064 if you have questions about accommodations.

ARTS COMMISSION MEMBERS

Maria Lau Hui, Chair

Ashmita Gulati, Vice Chair

Carl Wolfteich

Lydia Aldredge

Judy Gowdy

Monik Martinez

Bhavna Bhargava

COUNCIL LIAISON

John Stokes

STAFF CONTACTS

Lorie Hoffman, Arts Community Manager, 425-452-4246

Manette Stamm, Arts Program Analyst, 425-452-4064



Community Development

Minutes

BELLEVUE ARTS COMMISSION
REGULAR MEETING
MINUTES

February 1, 2022
4:30 p.m.

Bellevue City Hall
Virtual Meeting

COMMISSIONERS PRESENT: Chairperson Lau Hui, Commissioners Aldredge, Bhargava, Gowdy, Gulati, Martinez, Wolfteich

COMMISSIONERS ABSENT: None

STAFF PRESENT: Manette Stamm, Lorie Hoffman, Department of Planning and Community Development

OTHERS PRESENT: None

RECORDING SECRETARY: Gerry Lindsay

I. CALL TO ORDER

The meeting was called to order at 4:31 p.m. by Chair Lau Hui who presided. All Commissioners were present.

2. APPROVAL OF AGENDA AND MINUTES

A. Approval of Agenda

Motion to approve the agenda was made by Commissioner Aldredge. The motion was seconded was by Commissioner Gowdy and the motion carried unanimously.

B. Approval of Minutes

Motion to approve the January 11, 2022, minutes as submitted was made by Commissioner Gulati. The motion was seconded was by Commissioner Aldredge and the motion carried unanimously.

3. ORAL COMMUNICATIONS – None

4. ACTION ITEMS AND DISCUSSION ITEMS

A. Arts Grants Funding

Arts Community Manager Lorie Hoffman commented that since 2001 the City Council has allocated annual grant funding generated by the general fund. Every year, the Commission makes a recommendation to the Council for how to spend those funds through the three grants programs of Eastside Arts Partnership, Special Projects and Power Up Bellevue. In recent years the Commission has expanded its outreach effort by very purposefully targeting new organizations and reaching out into the cultural communities seeking applications. The approach has met with great success. In just the last two years there have been 12 first-time applications, and between 2017 and 2022 the applicant pool has been doubled. The 2020 audience engagement survey showed that 82 percent of the respondents attended arts and

cultural experiences in Bellevue. She stressed the need to keep in mind that economic pressures and a lack of affordable space continue to put pressure on the arts and culture sector.

Zeroing in on just the Eastside Arts Partnership, Ms. Hoffman shared with the Commissioners that between 2017 and 2022 the average award went from \$4700 to \$3140, due in part to the increased number of applicants and the fact that the Commission has chosen to continue funding most applicants at some level. Comparing Bellevue to jurisdictions in the region, she noted that Bellevue's per capita arts and culture grants funding stands at \$0.94. Renton comes in at \$0.51 and Redmond at \$0.19. Issaquah, however, is at \$3.74 and Seattle is at \$5.34.

As part of the biannual budget process, staff will be looking for several potential funding sources. The list includes increases to the general fund and CIP budget; admission taxes; a possible public levy; and corporate sponsorship and foundation grants. Research needs to be done with respect to each of those options to determine which are the most viable. The city's budget process will kick off in March, and the Commission will be updated again mid-year.

Commissioner Aldredge pointed out that Issaquah is substantially smaller than Bellevue and said her suspicion for why that jurisdiction spends more on arts and culture grants is due to the fact that they have a percentage for the arts program in place for all public projects. She said a percentage program is something Bellevue should consider. Ms. Hoffman said Issaquah has a fairly aggressive admissions tax that goes to fund arts grants. Their percentage program is only for public art projects, not grants.

Commissioner Aldredge noted that the report provided at the Commission's January meeting indicated a deep interest on the part of the Council in having more art in the city. She said the Commission needs to capitalize on that enthusiasm. There are many places to look for funding. Currently there is a lot of corporate money flowing in from companies wanting to ingratiate themselves with the city. Bellevue is riding high and growth is occurring at a rapid rate. There needs to be caution, however, about going too far; she said she was hesitant to consider an admission tax at a time when performance venues continue to struggle. Ms. Hoffman agreed with the need to explore all options. She said she met earlier in the day with a gentleman with a similar position to hers in Scottsdale, Arizona, who reported that one approach that jurisdiction uses is to impose a small arts fee for every construction permit.

Commissioner Gulati said it was her understanding that the Councilmembers are all generally in favor of increasing funding for the arts, but they simply have not done anything about it. She asked what the likelihood is seeing the allocation to the arts increased. Ms. Hoffman said it appears that the Councilmembers are open to having that conversation, and that the time is right to have the conversation. The city's budget remains tight, however, and any new requests for funds without an associated revenue stream might be complicated. Even so, making the ask would not be inappropriate.

Chair Lau Hui asked staff to keep the Commission updated with regard to the issue. Ms. Hoffman said she would be happy to provide a monthly update.

B. Committee Assignments

Arts Program Analyst Manette Stamm said the committees are a useful tool for working closely with the Commissioners without having to bring everything to the full Commission every month. Committees must be composed of three or fewer members to avoid quorum issues. The committees are generally tied to specific components of the annual work plan. Most committees enjoy limited time commitments, with the exception of the Allocations Committee, which reads all submitted grant applications and makes a recommendation to the

full Commission. New members are encouraged to serve at least one year on the Allocations Committee. The Chair has final approval for making all committee assignments.

Ms. Stamm noted that there are six committees and suggested the Commissioners should choose two or three of them to serve on.

Commissioner Gowdy offered to serve on the BelRed and Community Partners committees. Commissioner Martinez said she was interested in serving on the same two committees.

Ms. Stamm told Commissioner Martinez she would be expected to serve at least once on the Allocations Committee.

Commissioner Aldredge said she was willing to serve again on the Allocations Committee. She said she found it to be a lot of work but very interesting. She said she was also interested in serving on the Public Art committee.

Commissioner Gulati stated her desire to continue as a member of the Grants and Funding and the Public Art committees. She said she would also like to serve on the BelRed committee.

Commissioner Wolfteich said he was willing to remain on the Bellwether committee.

Commissioner Bhargava offered to serve on the Community Partners committee.

Chair Lau Hui volunteered to serve on the Bellwether committee and on any other committee as needed.

C. Utility Box Artists

Ms. Stamm reminded the Commissioners that for the second round of utility and signal box wraps the focus would be on the Downtown. She noted that for the call artists are required to be on the Eastside roster. The applicants were required to submit five examples of their work in any medium that could be transferred to a 2D printed surface. The stipends offered for the program range from \$800 to \$1000 depending on the available boxes and their sizes. The call was open from November through December and a total of 54 submissions were received. The fact that the call went out during the holidays may have contributed to the lower number of submissions.

Ms. Stamm said the panel met to review the application materials on January 21 and pared the total number of applicants down to only ten.

The location of boxes in the Downtown face a number of challenges given that construction is ongoing throughout much the area. Some boxes are behind fences while others are slated to soon be fenced in. Active construction sites will be generally avoided, and steps will be taken to avoid covering any boxes that are scheduled to be replaced. Overall, there are a lot of utility and signal boxes in the Downtown, including some in Old Bellevue that received covers a long time ago. A list of preferred locations has been identified but work is continuing to narrow the list before matching them up with artists.

Ms. Stamm noted that she had included in the packet information about each artist recommended by the panel along with sample artworks.

Ms. Hoffman stressed that the sample artworks are representative of each artist's work and not proposals for what they would use. She noted that box wraps cannot be dark to avoid making the utility boxes hot. Ms. Stamm said the design guidelines included in the call outline the

need to avoid blank space, which can encourage graffiti; the need to avoid the use of dark colors; and the need to avoid the use of any text other than a label with the name of the artist or a signature.

Ms. Stamm said the panel chose two backup artists that will be worked with in the event one of the primary artists is not available.

Chair Lau Hui thanked the panel for recommending a diverse group of artists. Commissioner Gulati agreed and added that she liked the fact that the artists generally are local.

Commissioner Aldredge noted that the Commission will have an additional opportunity to review all proposed artworks before accepting them.

Ms. Stamm said the budget is sufficient to cover ten utility boxes, and with ten artists selected that would mean one artist per location. The individual locations could have a single box or more than one box. If all goes as scheduled, the wraps will be installed during the summer and completed by September.

A motion to approve the ten recommended artists for the Downtown utility box wrap program was made by Commissioner Aldredge. The motion was seconded by Chair Lau Hui and the motion carried unanimously. Commissioner Martinez was not present for the vote.

5. COMMISSION QUICK BUSINESS – None

6. REPORTS

A. Commissioners' Committee and Lead Reports – As Noted

B. Project Updates from Staff

With regard to ArtSpace, Ms. Hoffman reported that she is working on the contract documents.

Ms. Stamm said all public art projects are continuing to move along. Final design for the 130th project should be in hand in the next few months. She said staff are still working on the call for the mural program; there remain some questions about the procurement process will be and what kind of insurance will be required of artists. ArtTech has completed all of its maintenance work for 2021, including all of the major restorations. Additional work is slated for 2022 on other works involving restoration and cleaning. The call for the portable art collection has been published and applications are being submitted.

With regard to Bellwether, Ms. Hoffman no creative head for the project has yet been selected. She informed the Commissioners that in February there will be a pilot digital residency with artist Natasha Marin on Black History month. That will be taken as a test of something that might want to be done with Bellwether in terms of having a series of digital residencies with artists.

8. ADJOURNMENT

Chair Lau Hui adjourned the meeting at 5:24 p.m.



Community Development

Action & Discussion

Eastside Live Briefing

At this meeting, the Arts Commission will be presented with an overview of the history, concept and ongoing updates to the Eastside Live website project and will be given the opportunity to ask questions and provide feedback.

BACKGROUND

In 2021, EastHUB was approached by the City of Bellevue to design and administer a cultural events calendar for the population of the Eastside. The city had identified a regional need for this kind of resource, both for Arts and Culture organizations to publicize their events, and for members of the general public to have a central location to discover and engage with cultural groups, artists, and venues. Through EastHUB's discussions with City staff, it was decided that this resource should not be limited to just Bellevue but should be made freely available to all arts and culture groups across the Eastside. A contract was issued in November 2021, with website development commencing in December on the domain Eastsidelive.org.

WEBSITE CONCEPT AND EVENT SUBMISSION

The primary function of Eastside Live is to serve as a community arts and culture events calendar. Events can be sorted by date, venue, event type, and location filters, among others. Each submitted event will contain links to the events organizers site, ticketing information, an event overview, and links to related events. In addition, the site contains a roster of all of the groups and venues that have submitted events, allowing the public to explore the cultural resources available in the region.

Arts and Culture groups, promoters and artists are able to submit events directly through an organizer portal via secure login. Submitted events go through an approval process, administered by EastHub, to ensure event details are accurate and comply with published submission guidelines. Events must be open to the general public, and must either take place on the greater Eastside, or be produced by an Eastside based organization. If any submissions don't meet these criteria, EastHUB staff will communicate directly with the organization to explain any reasons for event rejection, or to work to find a solution to any issues.

As an organization, EastHUB has been engaged in a comprehensive, ongoing outreach campaign since spring 2021, contacting and engaging with a wide variety of Arts and Culture organizations around the Eastside. In addition, through our consultant group AMS, we have begun a cultural inventory process to create a comprehensive map of the cultural resources in the region. Through these outreach activities, EastHUB has compiled a robust list of contacts for a wide variety of cultural groups and venues in the region and will use this information to solicit initial event submissions at launch. Additionally, the site will use event aggregation to find events by groups that EastHUB might not yet have developed a relationship with, ensuring a robust calendar quickly after launch.

LAUNCH AND NEXT STEPS

Eastside Live launches to both the public and to organizers on Wednesday, February 23rd. The site is fully funded by the City of Bellevue, with an ongoing operating budget allocated for 2 years from date of launch. The site will be continuously updated, with features added based on usage patterns and observed needs. Feedback is welcome from both the general public and event organizers, and may be submitted to Events@easthub.org

ATTACHMENTS

None.

PRESENTER CONTACT

Evan LeSure, Director of Cultural Projects
EastHUB, evanl@easthub.org

STAFF CONTACT

Manette Stamm, Arts Program Assistant
425-452-4064, mstamm@bellevuewa.gov

Tuesday, March 8, 2022

Bellevue Arts Commission

Zoom Meeting: 4:30 pm

Commission Staff Contact: 425.452.4064

Bellwether 2022

At this meeting, staff will present an update on current plans for Bellwether 2022 and beyond.

BACKGROUND

Due to the pandemic, Bellwether 2021 was a hybrid event. It featured in-person events with additional virtual content from artists who had originally been slated for Bellwether 2020, which was forced to transform mid-2020 into a digital gift gallery with art offerings from all existing and previous Bellwether artists.

After Bellwether 2021, City staff met with participating organizations including EastHUB, Bellevue Arts Museum and Creative Directors SuttonBeresCuller to hear feedback and suggestions for the event moving forward.

CURRENT ACTIVITY

The city hired a consultant to look at best practices for the event and create a Bellwether Transition Strategy to move the event into a more sustainable long-term model. Although the Transition Strategy is still in a draft format, it is clear that the type of change needed will take significant lead time and not be implementable for Bellwether 2022, but instead will need to be focused on for Bellwether 2023.

As we take the time needed to carefully build the program for relaunch in 2023, staff is preparing for 2022 to be a “Bellwether Lite.” Taking lessons learned from the pandemic-affected years, Bellwether 2022 will feature a combination of online content and small-scale in-person workshops and discussions. Staff will pay close attention to the changing dynamics of the pandemic and make proposals that can shift with the changing times.

Staff is considering four “Digital Residencies” for Bellwether 2022, one each to focus on the areas of:

- Sculpture/Public Art
- Music
- Film
- Digital/Augmented Reality Art

A model for this was recently tested. In February 2022, Bellevue Arts & Culture hosted artist Natasha Marin for a two-week Digital Residency on our social media channels in honor of Black History/Futures Month. Marin curated a selection of works that staff posted daily on our accounts for a two-week period.

NEXT STEPS

The Bellwether Committee will begin meeting to receive updates on this year’s events and to plan for next year. Some of this work will take place before this year’s Bellwether occurs with more detailed discussions of what to do in future years after the conclusion of the show.

STAFF CONTACT

Lorie Hoffman, Arts Community Manager
425-452-4246, lhoffman@bellevuewa.gov

Action

Tuesday, March 8, 2022

Bellevue Arts Commission

Zoom Meeting: 4:30 pm

Commission Staff Contact: 425.452.4064

BelRed Mural Program Call

At today's meeting, staff will present the call for the BelRed Mural Program pilot and will request a motion.

Motion: A motion to recommend to approve the BelRed Mural Program Call as written in Attachment A.

BACKGROUND

Staff first proposed this project at the January meeting. The proposed BelRed Mural Program Pilot would build off the positive public reception to the recent Box Wrap initiative in BelRed and continue to use Public Art for creative placemaking. Murals are highly visible, relatively low-cost, and can have a fairly quick turnaround. After securing donations and surveying blank walls in BelRed, staff

NEW BELRED MURAL CALL

For this call, the City of Bellevue Public Art Program is seeking to select artists for several opportunities to cover walls in BelRed with hand-painted murals. Artists will be required to obtain insurance as per the City's standard requirements when contracting for large-scale projects like this one. Artists will also be responsible for any necessary wall preparation, such as cleaning and painting. Eligible artists must reside in King, Kitsap, Pierce and Snohomish counties, WA. Experience in creating and painting murals is preferred for this call.

The total budget for this pilot project is \$135,000 and comes from a combination of public and private funds. This budget will cover wall preparation, permitting, artist stipends, and any additional large-scale equipment, if necessary. All artists will receive \$25 per square foot of mural, covering materials and labor. Additional compensation will be given to cover wall prep. The City of Bellevue will be responsible for permitting, obtaining agreements with wall owners and renting any necessary large-scaled equipment.

Following the deadline, staff will convene a panel comprised of the Chair of the Arts Commission, or their designee, and two arts professionals. The selection criteria will include artistic merit, mural experience, and compelling example artwork relevant to this project. Final designs will be presented to the Arts Commission and wall owners before installation.

TIMELINE

Below is a proposed timeline for the call.

NEXT STEPS

If the Commission approves the call as written, Staff will publish and start collecting applications.

ATTACHMENTS

Attachment A – BelRed Mural Program Call

STAFF CONTACT

Manette Stamm, Arts Program Analyst
425-452-4064, mstamm@bellevuewa.gov

CALL FOR MURAL ARTISTS

CITY OF BELLEVUE ARTS PROGRAM

Deadline: April 6, 2022, midnight

OPPORTUNITY

The City of Bellevue seeks artists to design murals for the BelRed Arts District in Bellevue. This opportunity is open to all mural artists living in King, Kitsap, Pierce and Snohomish counties, WA. Selected artists or artist teams will need to present their final designs to City of Bellevue staff before installation. The deadline for consideration is April 6, 2022. The final locations of the murals are dependent on participation from property owners and businesses in BelRed and at the City of Bellevue's discretion.

ABOUT THE CALL

This call aims to provide opportunities to local artists that will help bring character, intrigue, and awareness to the BelRed Arts District. This call will cover up to 2,000 total square feet of walls in BelRed. Multiple artists will be selected for murals of various sizes. All artists will receive \$25 per square foot of mural, covering materials and labor. If necessary, the City of Bellevue will be responsible for obtaining any necessary permits, agreements, and large equipment. Artists must carry their own insurance for the duration of the installation and conduct any necessary wall preparation before mural installation. Additional compensation will be given to cover wall prep.

A total of \$135,000 will be used for this pilot program. This budget will cover wall preparation, permitting, artist stipends, and any additional large-scale equipment, if necessary. Artists can expect payment in two installments, half at the delivery of designs and half at the completion of the mural installation. After the selection process and selection notification, City staff will work with artists to site and develop artwork designs for the walls. This call has no specific theme, allowing for open interpretation and creativity. Selected artists will be provided with more detailed guidelines before drafting designs; a general overview can be found at the end of this call.

ELIGIBILITY

This call is open to all active professional visual artists in King, Kitsap, Pierce and Snohomish counties in Washington State. Experience in creating and painting murals is preferred. Artists must be able to travel to BelRed, Bellevue, to install their designs in late summer of 2022. Artists must also meet the City's mandatory insurance coverage, including Commercial General Liability coverage with limits not less than \$1,000,000 per occurrence/\$2,000,000 annual aggregate.

PROJECT TIMELINE

April 6	Call closes
April	Panel review and meeting
May	Selected Artists go to Arts Commission, followed by notification of selection
May-June	Contracting and development of designs
July 12	Final Designs go to Arts Commission, wall owners
July	Permitting
Aug - Sept	Wall preparation and installation

Please note that dates are tentative and subject to change.

APPLICATION DEADLINE

Friday, April 6 at midnight. Please allow ample time to complete your application; applications submitted after the deadline will not be accepted. If you are experiencing technical difficulties,

please reach out before the deadline. If you do not have access to a computer, arrangements can be made to submit paper applications; in this case, please get in touch with us no later than March 23.

APPLICATION REQUIREMENTS (to be submitted online)

- **ARTIST APPLICATION** Please fill out all required fields in the online application, including your primary location, artistic medium, and items below.
- **ARTIST'S STATEMENT** (not to exceed 150 words) Please write a brief description of your artistic intent - inspiration, interests, point-of-view, techniques, etc.
- **ARTIST'S BIO** (not to exceed 150 words) Please summarize your background and artistic influences, training and significant achievements.
- **UP TO FIVE IMAGES OF EXAMPLE ARTWORK** Please submit up to 5 images of example work. Artists are encouraged to submit images of past murals; however, this is not required. This call is a request for qualifications, so please do not submit proposals.
- **RÉSUMÉ** (optional)

HOW TO APPLY

Complete the online application by midnight on April 6, 2022. Applications are collected through SurveyMonkey Apply.

Link to Call submission: https://bellevuearts.smapply.io/prog/mural_program

SELECTION CRITERIA AND PROCESS

Artwork will be selected based on the following criteria: artistic merit, mural experience, and compelling example artwork relevant to this project. Artists residing in Bellevue, WA will be given additional consideration by the selection panel.

A panel composed of the Chair of the Arts Commission, or their designee, and two arts professionals, will recommend artist selections. City of Bellevue staff will present the panel's recommendations to the full Arts Commission for approval before working with artists on locations and designs.

The City of Bellevue reserves the right not to select any applicants.

GENERAL DESIGN GUIDELINES

- The artist must supply an original design that can be painted onto a flat surface (wall). The artwork is not required to be brand new and can be an earlier work from the applicant.
- The artist must own all rights to images and content used in the artwork.
- The artwork must be appropriate for display in public spaces and viewing by a general audience, containing no text (including words, quotes, or letters), advertising or branding, or graphic depictions of violence and sexually explicit material (including nudity).
- The average lifespan of a maintained mural is typically 20 years. This time frame should be considered the general lifespan of the artwork; however, it is possible to be much shorter if the existing wall is demolished or funding for maintenance is not available.

CONTACT US

For questions regarding the call and how to apply, please contact Manette Stamm at (425) 452-4064 or mstamm@bellevuewa.gov.

Information

Tuesday, March 8, 2022

Bellevue Arts Commission

Zoom Meeting: 4:30 pm

Commission Staff Contact: 425.452.4064

2023 Grant Guidelines

At this meeting, staff will present draft updates to the annual granting program to be launched for the 2023 granting cycle.

BACKGROUND

The City of Bellevue has been funding projects and organizations since the early 2000s, with the last major changes made in 2018. Since then, a lot has changed, and staff has put together a proposal for moving the grant program into its next phase with some changes and new grant programs. These changes were fueled by the feedback we've received over the years will continue to evolve as we reach out for more detailed comments from the Arts Commission, our Diversity, Equity and Inclusion (DEI) division at the City, and our grantees.

PROPOSED CHANGES

The below-proposed goals and changes were made primarily with feedback from grantees over the years and from an initial conversation with the City's DEI division. Staff will cover these in more detail during today's meeting.

Goals

- Does our grant program reflect the needs of our applicants? What changes can we make to ensure that it does?
- How can we make the application process easier?

Branding and name changes

- Letter of Intent -> Eligibility Checklist
- Eastside Arts Partnership (EAP) -> EAP Support Funding
- Special Project -> Project Grants
- Power Up -> BIPOC Power Up (title TBD)
- New: BelRed Arts District bonus (title TBD)

Simplifications

- Removed Special Project renewal application (confusing)
- Removed or made some questions and uploads optional (mainly in EAP grant)
- Make EAP Support Funding a two-year application

TIMELINE

March 8	Brief Arts Commission
March	Meetings with previous applicants, legal
March 28	Brief City Council
April 5	Arts Commission motion
May	City Council motion
July	Provide info sessions, release new guidelines
August	Begin collecting applications

NEXT STEPS

Staff will incorporate feedback received at this time and will begin outreach to our grantees to schedule focus sessions to preview the proposed changes. Staff will also continue working with DEI

staff at the City to make sure we are meeting our goals to provide an equitable and inclusive grant process and application. The final step will be a legal review to ensure that the City is meeting its legal requirements in granting public funds.

ATTACHMENTS

Attachment B: 2023 Grants – first draft proposal

STAFF CONTACT

Manette Stamm, Arts Program Analyst
425-452-4064, mstamm@bellevuewa.gov

2023 Grant Program Proposal
Bellevue Arts & Culture Program

Overview

Goals

- Does our grant program reflect the needs of our applicants? What changes can we make to ensure that it does?
- How can we make the application process easier?

Branding and name changes:

- Letter of Intent -> Eligibility Checklist
- Eastside Arts Partnership (EAP) -> EAP Support Funding
- Special Project -> Project Grants
- Power Up -> BIPOC Power Up (title TBD)
- New: BelRed Arts District bonus (title TBD)

Simplifications

- Removed Special Project renewal (confusing)
- Removed or made some questions/uploads optional (mainly in EAP grant)
- EAP Support Funding now a two-year application

2023 Grant Program Proposal
Bellevue Arts & Culture Program

Stage 1: Eligibility Checklist

Documents to collect:

- 1 form
- 1 upload (W9)

Eligibility Checklist Form

About You:

1. Applicant Name (individual or organization): _____
2. Are you applying as an individual or an origination?
 - a. Individual
 - b. Organization
3. Artist or Organization Profile
4. Contact Information for Leadership (If applicable)

Estimated Grant Request:

1. Have you applied for funding from the Bellevue Arts Commission before?
 - a. Yes
 - b. No
2. Which program do you wish to apply to?
 - a. Project Grant
 - i. Project Grant with BelRed Bonus
 - b. EAP Grant
 - i. EAP Grant with BIPOC Bonus
3. Grant Purpose: _____
4. Public Benefit
 - a. Instructions: Please pay special attention to the section. The City of Bellevue will fund your grant per Washington State Constitution Article 8, Section 7 regarding gift of public funds. To receive funding, at least one public event such as a performance, opening event or meet the artist must be offered to the general public.) Please certify that your grant application will include one event as such:
 - i. Yes, I certify that I will comply with this requirement
 - ii. No, I cannot provide a public benefit

2023 Grant Program Proposal
Bellevue Arts & Culture Program

Stage 2: Application Round

Four programs:

- Project Grants
 - Add on bonus: BelRed Arts District Bonus
- EAP Support Funding
 - Add on bonus: BIPOC Power Up

Documents to collect (applicant uploads):

Project Grants

- 1 Form for the Application
- Upload: Project Budget
- Upload: Two Work Samples

EAP Support Funding

- 1 Form for the Application
- Upload: Estimated FY 2023 Budget
- Upload: Two Work Samples
- Upload: Most Recent IRS 990 or 990E Form
- Upload: Policies and Procedures for the Annual Evaluation for the Executive Director (Optional)

Project Grants Form

About you:

1. Applicant Name (individual or organization): _____
2. Are you applying as an individual or an origination?
 - a. Individual
 - b. Organization
3. Bio of Lead Artist or Organizational Mission Statement (75 words): _____

Grant Request:

1. Grant Request (you may request up to \$TBD): _____
2. Total Project Budget: _____
3. For organizations, what is your full organizational budget?
4. If you are unable to fund the whole project with this grant, what other grants or funding mechanisms are you applying for or planning to use? The Bellevue Arts Commission encourages a diversity of funding for projects to be viewed as a solid investment. At times it is not possible

2023 Grant Program Proposal
Bellevue Arts & Culture Program

to meet the entire grant request and without other avenues identified, this project may not be seen as feasible. Please elaborate (75 words): _____

5. Project Proposal (Grant scope of work) (75 words): _____
6. What is the goal of your project? What makes it creative, innovative and needed? (75 words):

7. Project Venue (name and address, or virtual platform): _____
8. Estimated date(s) for project (must be 2023): _____

About your audience:

1. Describe your core audience, visitor, or community that you serve including their demographic profiles (75 words): _____
2. Considering the preferences of your audience, how are you serving them and meeting their needs? (75 words): _____
3. Number of people served (please only use whole numbers):
 - a. How many people will be served through a live in-person experience?
 - i. 2023 estimates
 - ii. For above, % total in Bellevue
 - b. How many people will be served through a live virtual experience (including radio broadcast)?
 - i. 2023 estimates
 - ii. For above, % total in Bellevue
 - c. How many people will be served through a pre-recorded stream, broadcast or print material?
 - i. 2023 estimates
 - ii. For above, % total in Bellevue
4. Will you serve any underserved groups in Bellevue? If so, which ones (check all that apply):
 - ☐ People experiencing disabilities
 - ☐ Youth or seniors
 - ☐ Low income
 - ☐ Limited-English speaking
 - ☐ Immigrants and refugees
 - ☐ Black, Indigenous, or People of Color
 - ☐ LGBTQIA+
5. What are the major barriers these groups face and how will you minimize these barriers so that they may fully participate in your programs and services? Please cite specific examples (75 words): _____

Public Benefit:

Instructions: Washington law requires that individuals or organizations who receive public funding must provide a public benefit. If you do not offer a public benefit, we cannot support your project or your

2023 Grant Program Proposal
Bellevue Arts & Culture Program

organization. If you do not propose a significant public benefit, we cannot support a significant funding request. Please be specific as to the public benefit you will offer to Bellevue residents and visitors.

1. How many free or reduced (50% discount or more) tickets or experiences will be provided?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
 - ii. For each of the above, % total in Bellevue
2. How will your project provide a public benefit? What are the other public benefits that you provide? (75 words): _____

Project logistics:

1. How do you engage with artists within your organization? What roles do they play in your organization, programs, and services? (75 words): _____
2. How many artists will be supported by a paid creative opportunity your project?
 - i. 2023 estimates
3. How many individual volunteers contribute to your project?
 - i. 2023 estimates
4. How many hours do these volunteers contribute to your organization (total of all hours by all volunteers)?
 - i. 2023 estimates
5. What are the major marketing strategies you will use to engage your core audience, visitor, or community? How will you serve Bellevue residents (75 words)?
 - a. Include list of options (including eastside live calendar) to lead toward a marketing plan
 - i. Add a "please specify what else you will do" question
6. What are your main goals for this project? How will you evaluate the success of this project? What mechanisms will you use to gather feedback? (75 words)

Award Requirements:

Organizations receiving funds must comply with the requirements stated below. Please check each item to acknowledge being informed of these requirements.

- ☐ **Acknowledgment:** Organizations receiving funding from the City of Bellevue must acknowledge the support, at a minimum, in programs, or if programs are not appropriate, in signage visible to the public, as well as in digital media dedicated to the funded activities. The visibility recipient organizations provide helps our ability to maintain and raise funding levels and to keep Bellevue residents informed on how their tax dollars are supporting the arts in their community.
- ☐ **Scope of Work:** Recipients acknowledge that this application serves as a scope of work detailing how the funds will be used.
- ☐ **Evaluation & Review:** Organizations receiving funding must provide access to performances/exhibits for evaluators, who may be Bellevue Arts Commissioners or staff, and/or reviewers (a maximum of four tickets). Reviewers are artists or administrators who are selected based on demonstrated professional

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experience in an arts discipline and who are assigned on a rotating basis to assess the artistic work of organizations in their discipline area. The reviewer submits a written evaluation form to the Arts Program. The evaluation will be considered in future grant applications by the organizations.

☐ Final Report: Submitting a final report at the end of the year will be necessary to receive funding. This submission will take place on the online grant portal.

EAP Support Funding Form

About your organization:

1. Organization Name: _____
2. Organizational Mission Statement (75 words): _____
3. How many paid FTE (full time equivalent) positions does your organization employ?

4. Demographic makeup of board members (TBD)
5. How do you engage with artists within your organization? What roles do they play in your organization, programs, and services? (75 words): _____
6. How many artists are supported by a paid creative opportunity from your organization?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
7. How many individual volunteers contribute to your organization?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
8. How many hours do these volunteers contribute to your organization (total of all hours by all volunteers)?
 - i. 2021 actuals, 2022 estimates, 2023 estimates

Grant Request:

1. Grant Request (you may request up to \$TBD): _____
2. Total Organizational Budget: _____

Budget:

1. What is your total annual operating budget?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
2. What is your total annual revenue?
 - i. 2021 actuals, 2022 estimates, 2023 estimates

About your Audience:

6. Describe your core audience, visitor, or community that you serve including their demographic profiles (75 words): _____

2023 Grant Program Proposal
Bellevue Arts & Culture Program

7. Considering the preferences of your audience, how are you serving them and meeting their needs? (75 words): _____
8. Will you serve any underserved groups in Bellevue? If so, which ones (check all that apply):
 - ☐ People experiencing disabilities
 - ☐ Youth or seniors
 - ☐ Low income
 - ☐ Limited-English speaking
 - ☐ Immigrants and refugees
 - ☐ Black, Indigenous, or People of Color
 - ☐ LGBTQIA+
9. What are the major barriers these groups face and how will you minimize these barriers so that they may fully participate in your programs and services? Please cite specific examples (75 words): _____
10. Number of people served (please only use whole numbers):
 - a. How many people will be served through a live in-person experience?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
 - ii. For each of the above, % total in Bellevue
 - b. How many people will be served through a live virtual experience (including radio broadcast)?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
 - ii. For each of the above, % total in Bellevue
 - c. How many people will be served through a pre-recorded stream, broadcast or print material?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
 - ii. For each of the above, % total in Bellevue

Public Benefit:

Instructions: Washington law requires that individuals or organizations who receive public funding must provide a public benefit. If you do not offer a public benefit, we cannot support your project or your organization. If you do not propose a significant public benefit, we cannot support a significant funding request. Please be specific as to the public benefit you will offer to Bellevue residents and visitors.

1. How many free or reduced (50% discount or more) tickets or experiences will be provided?
 - i. 2021 actuals, 2022 estimates, 2023 estimates
 - ii. For each of the above, % total in Bellevue
2. Do you serve your community in other ways? What are the other public benefits that you provide? (75 words): _____

Award Requirements:

Organizations receiving funds must comply with the requirements stated below. Please check each item to acknowledge being informed of these requirements.

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- ☐ **Acknowledgment:** Organizations receiving funding from the City of Bellevue must acknowledge the support, at a minimum, in programs, or if programs are not appropriate, in signage visible to the public, as well as in digital media dedicated to the funded activities. The visibility recipient organizations provide helps our ability to maintain and raise funding levels and to keep Bellevue residents informed on how their tax dollars are supporting the arts in their community.
 - ☐ **Scope of Work:** Recipients acknowledge that this application serves as a scope of work detailing how the funds will be used.
 - ☐ **Evaluation & Review:** Organizations receiving funding must provide access to performances/exhibits for evaluators, who may be Bellevue Arts Commissioners or staff, and/or reviewers (a maximum of four tickets). Reviewers are artists or administrators who are selected based on demonstrated professional experience in an arts discipline and who are assigned on a rotating basis to assess the artistic work of organizations in their discipline area. The reviewer submits a written evaluation form to the Arts Program. The evaluation will be considered in future grant applications by the organizations.
 - ☐ **Final Report:** Submitting a final report at the end of the year will be necessary to receive funding. This submission will take place on the online grant portal.
-

BelRed Arts District bonus form

About this grant: Applicants applying for a Project Grant may request an additional bonus if their project is awarded and takes place in the BelRed Arts District, currently in the BelRed Neighborhood. This additional bonus of \$_____ is an award to help further the mission of the BelRed Arts District. Projects that address the below questions will be considered for this bonus.

Instructions: Please submit your project request answering the below questions. Please limit your responses to 150-200 words per question.

How will this additional grant strengthen your project?

How will your project further the goals of activating and bringing awareness to the BelRed Arts District?

Would this project still take place in the Arts District if this additional funding was not awarded to your project?

What has drawn you to apply for this grant bonus?

Check box options

BIPOC Power Up bonus form

About this grant: Applicants applying for the EAP Support Grant may request an additional bonus if their organization is BIPOC lead, defined as having a majority BIPOC board and/or a BIPOC Executive/Director.

Instructions: Please submit your project request answering the below questions. Please limit your responses to 150-200 words per question.

How will these additional funds help your organization meet its mission?

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Bellevue Arts & Culture Program

How will your organization use these additional funds to enhance or increase service to your community?

One year from now, how will your organization be different because of this grant? What measurable change will have occurred that demonstrates an increase in your capacity to service Bellevue residents and visitors?

Stage 3: Award Confirmation

1. On this page, you will have the opportunity to accept or decline the award and view all associated reporting requirements. Would you like to accept or decline your award?

☐ Accept ☐ Decline

2. eSignature I understand that in accepting this award, I agree to the terms outlined in the 2023 Bellevue Arts Funding Program Terms and Conditions. This includes:

- public events
- on-site reviews
- acknowledgment of City of Bellevue
- non-profit classification status
- final report & invoice

Full details are available in the terms and conditions, linked above.

3. Please type your name in the box below. Entering your name constitutes your signature acknowledging the above terms.

Stage 4: Reporting

Documents to collect:

- 1 form
- Project documentation (for main grant and any applicable bonus grants)
- Funding Partner Acknowledgement (project documents with City's logo)
- Updated W9 (optional – this is important if the organization or artist has moved locations)

Reporting Form

1. Are you submitting this invoice before all your 2023 programs are complete? Please indicate this below so we can follow up for updated numbers in the following year.

☐ Yes, I will need to update these numbers after 2023

☐ No, all my programming is complete for 2023 and this report reflects this

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2. Number of people served (please only use whole numbers)
 - d. How many people were served through a live in-person experience?
 - i. 2023 actuals
 - ii. For above, % total in Bellevue
 - e. How many people were served through a live virtual experience (including radio broadcast)?
 - i. 2023 actuals
 - ii. For above, % total in Bellevue
 - f. How many people were served through a pre-recorded stream, broadcast or print material?
 - i. 2023 actuals
 - ii. For above, % total in Bellevue
3. Artists and Volunteers (please only use whole numbers)
 - a. How many artists are supported by a paid creative opportunity from your organization?
 - i. 2023 actuals
 - b. How many individual volunteers contribute to your organization?
 - i. 2023 actuals
 - c. How many hours do these volunteers contribute to your organization (total of all hours by all volunteers)?
 - i. 2023 actuals
4. Public Benefit
 - a. How many free or reduced (50% discount or more) tickets or experiences were provided? (please only use whole numbers)
 - i. 2023 actuals
 - ii. For each of the above, % total in Bellevue
 - b. Did you serve your community in other ways? What are the other public benefits that you provided? (75 words): _____
5. Successes and Challenges
6. Additional Information
7. Amount Due for Services
8. Submitter Information
 - a. Full Name: _____
 - b. Title: _____



Community Development

Reports

Reports

Tuesday, March 8, 2022

Bellevue Arts Commission

Zoom Meeting: 4:30 pm

Commission Staff Contact: 425.452.4064

PROJECT UPDATES

GENERAL

CIP Cultural Arts Fund

No update to report.

2022 Funding Cycle and Allocations Committee

No update to report.

2023 Funding Cycle and Allocations Committee

Update: An update will be given at this meeting.

PLANNING PROJECTS

Artspace

Update: Contracting will begin this month for the Artspace Market Study.

Arts & Economic Prosperity

Update: Contracting will begin this month for the study.

BelRed Arts District

No update to report.

Cultural Compass

No update to report.

PUBLIC ART

130th Streetscape Public Art

No update to report.

121st and Spring Artwork

No update to report.

Bellwether 2022

Update: An update will be given at this meeting.

Downtown Park Public Art

No update to report.

East Link Public Art

No update to report.

Eastside Artist Roster

Update: 121 submitted applications, 89 in progress.

Grand Connection

No updates to report.

Mural Program

Update: An update will be given at this meeting.

Public Art Collection & Maintenance

No updates to report.

Portable Art Collection

Update: Call closes March 11.

Utility Box Wraps Program

Update: All selected artists accepted, currently working on placement and draft designs.



Community Development

Information

City of Bellevue Arts Program
450 110th Ave NE, PO Box 90012
Bellevue, WA 98009

Dear City of Bellevue,

On behalf of Bellevue Arts Museum, thank you for your generosity and commitment to artists, makers, designers, and our community! Your in-kind gift of paper bags for Free Family Day 2021 creates opportunities for community members of all ages to explore art, craft, and design.

Your support helps us to bring the best of BAM to the community through our BAM from Home program. This online series of videos and activities offers virtual curator talks exploring works on view at the Museum, as well as how-to videos for crafts that families can make together.

Also, Following Washington state's recent reopening under the Washington Ready plan, Bellevue Arts Museum's building is now open at full capacity. A few of our current and upcoming exhibitions are highlighted below.


Object Permanence: Timea Tihanyi & Sylwia Tur, opening January 21, 2022

Tg: Transitions in Kiln-glass, opening January 21, 2022

BAM Biennial 2021: Architecture & Urban Design, through April 24, 2022

Again, on behalf of the staff and the Board of Trustees, thank you for your support of Bellevue Arts Museum. We are inspired by your generosity and belief in BAM's mission, and together we can do even more.

Sincerely,

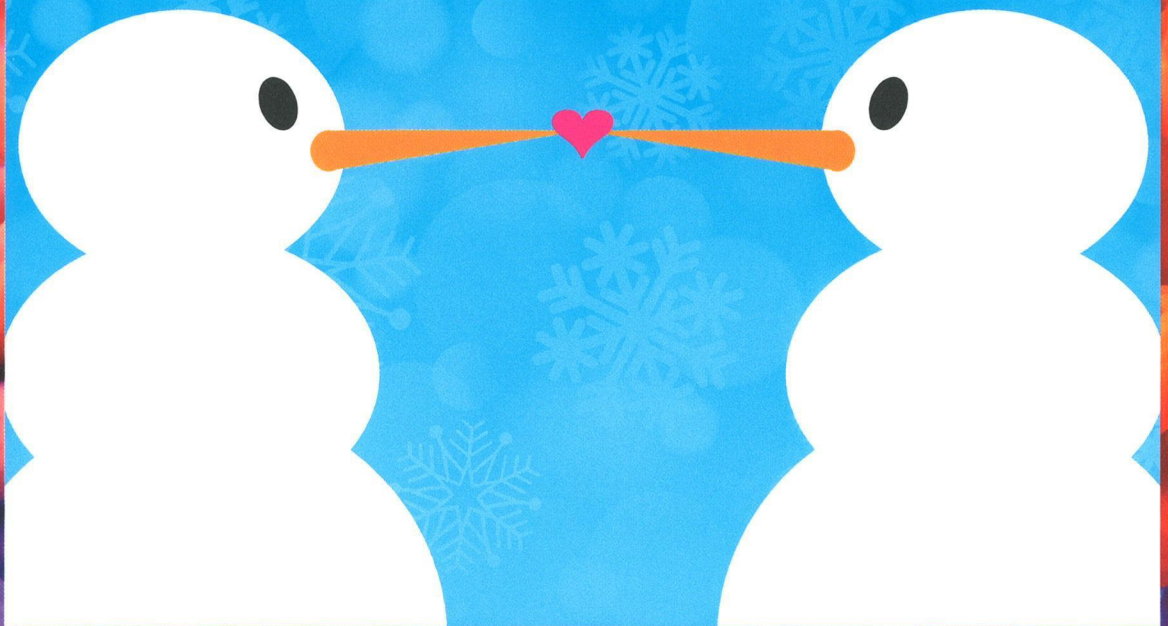


Rebecca A. Lyman
Board President
Bellevue Arts Museum

While, according to IRS regulations, you will not be allowed to declare the value of your donation from our acknowledgment, we can say that we likely would have had to expend approximately \$74.92 for what you gave as an In-Kind contribution. These are dollars saved which we are able to apply directly to support the programs and services we provide for the well-being of those whom we serve in our community.

Bellevue Arts Museum recommends consulting with a tax professional regarding the tax deductibility of specific gifts. Bellevue Arts Museum is a 501(c)(3) nonprofit organization; tax ID #91-6028261. Your donation is tax-deductible to the extent allowed by law. No goods or services were provided in exchange for this gift.

Love is not just looking at each other...





*Always a pleasure seeing you at one of
our ECC meetings!*

It's looking in the same direction.

Thank you for sharing our vision.
Happy Valentine's Day!

-Your friends at



*all good things for
you in 2022!
-annie
Dimartino*

*Again,
Welcome To
Bellevue!
Cheers,
[Signature]*

2022 Commissioner Committee Assignments

GRANTS AND FUNDING COMMITTEE

Review of equity and process updates to the Grants Program guidelines and application and other issues that involve funding the arts.

- Ashmita Gulati
- Bhavna Bhargava

ALLOCATIONS COMMITTEE

Review grant applications and make recommendations to the commission on awards.

- Monik Martinez
- Lydia Aldredge
-

PUBLIC ART COMMITTEE

Review and inform arts policies, future public art projects, and other issues specific to the Commission's work of providing guidance on public art. One member from the committee would be assigned to serve on the artist or artwork selection panel for each upcoming public art project that involves an artist or artwork selection panel.

- Ashmita Gulati
- Lydia Aldredge

BELLWETHER COMMITTEE

Advise planning for Bellwether 2022.

- Carl Wolfeich
- Maria Lau Hui

BELRED ARTS DISTRICT COMMITTEE

This committee would work to help plan inform the implementation of the BelRed Arts District. 2022 projects include planning for a future implementation plan for the arts district, engagement with the BelRed Look Back, a land-use code update, and other initiatives.

- Ashmita Gulati
- Judy Gowdy
- Maria Lau Hui

COMMUNITY PARTNERSHIPS COMMITTEE

This committee will be focused on any work that may come up throughout the course of 2022 that involves community partnerships. An example project could be the Artspace Market Survey.

- Judy Gowdy
- Monik Martinez
- Bhavna Bhargava