



# **Overview of the Expanded Access to Arts and Culture Grant Agreement**

# Agenda

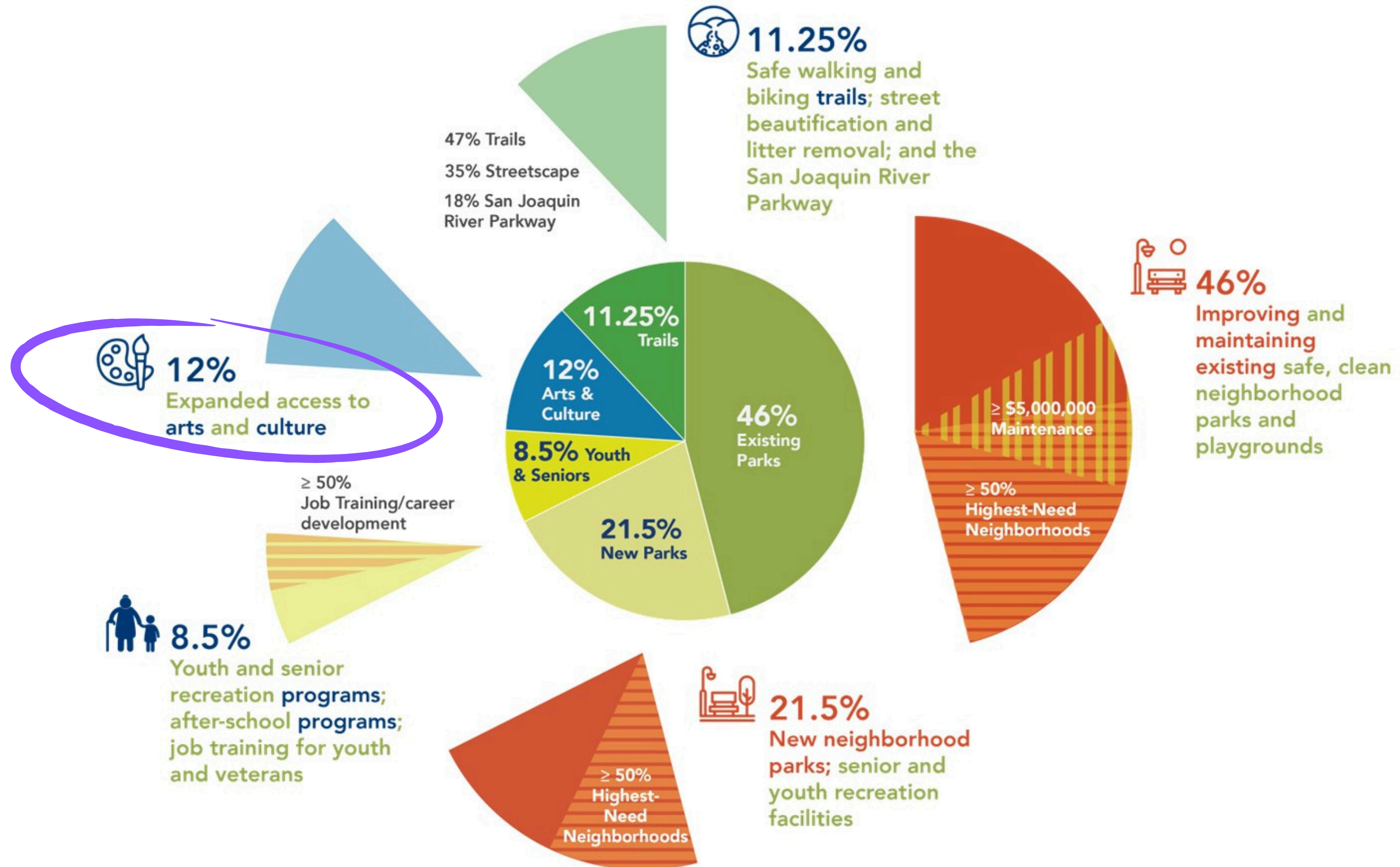
- **Measure P Ordinance (Expenditure Plan 4 - Expanded Access to Arts and Culture)**
- **Service Agreement Overview**
- **Administrative Processes + Timelines**
- **Questions**





# Measure P Ordinance

# Measure P Ordinance Expenditure Plan



# SEC. 7-1506. EXPENDITURE PLAN (4) Expanded Access to Arts and Culture Responsible Parties

**Fresno City Council**

**City of Fresno PARCS Department**

**PRAC**

**PRAC Subcommittee**

**Fresno Arts Council**

## SEC. 7-1506. EXPENDITURE PLAN (4) Expanded Access to Arts and Culture

(A) Twelve percent (12%) percent of the funds made available from Section 7-1504 shall be made available on an annual basis to invest in competitive grants for nonprofit organizations that support and expand access to arts and cultural programming.

(B) Grants funded pursuant to this paragraph shall be implemented by the **Commission** in partnership with the **Fresno Arts Council**, or its successor local arts agency, using multiple solicitations that allow for a diverse set of programs, with different program sizes and reach, including core operating and project-support grants, to be funded. The **Commission** shall ensure that grant applications are reviewed in a transparent, competitive process.

## **SEC. 7-1506. EXPENDITURE PLAN (4) Expanded Access to Arts and Culture**

(C) Prior to the implementation of subparagraph (B), the **Commission** shall work in partnership with the **Fresno Arts Council**, and local arts and cultural stakeholders, to develop a Cultural Arts Plan for the City of Fresno that would identify needs in the arts and cultural community; prioritize outcomes and investments; and develop a vision and goals for the future of Fresno arts and cultural programs that are reflective of the cultural, demographic, and geographic diversity of Fresno. This process shall include a robust community engagement process, including multiple public meetings. The Cultural Arts Plan shall be updated every five years by the **Commission**.

## SEC. 7-1506. EXPENDITURE PLAN (4) Expanded Access to Arts and Culture

(D) Funding for operating support distributed pursuant to this paragraph shall support organizational stability for arts and cultural organizations that reflect the cultural, geographic and demographic diversity of the City of Fresno; and reflect the proportion of each grantee's overall operations that serves residents within, or visitors to, the City of Fresno sphere of influence.

(E) Grants funded pursuant to subparagraph (B) shall prioritize organizations and programs that support and expand diverse public or youth engagement and equity.





# Service Agreement Overview

# Timeline of Events

**May 25, 2023:** Council Resolution for the retention of the Fresno Arts Council to Administer the City's Cultural Arts Grant Programs

**August 10, 2023:** Council approved a five-year Administrative Services Agreement with the Fresno Arts Council for the Expanded Access to Arts and Culture Grant Program

**August 10, 2023:** Council adopted the City of Fresno Cultural Arts Plan as recommended by the Parks, Recreation and Arts Commission



# Service Agreement Deliverables & Responsible Parties

Service Agreement Deliverables		Service Provider (Fresno Arts Council)	PRAC	PRAC Sub-Committee	Fresno City Council	City of Fresno (PARCS)
1	Grant Guideline Development for the Measure P Expanded Access to Arts and Culture Grant Program.					
2	Grant Guideline Approval					
3	Release Notice of Funding Opportunity (NOFO) Announcements and Grant Application(s) for Grant Solicitations					
4	Provide Technical Assistance to Grantees					
5	Collect, Review and Make Recommendations for Award of Grant Funds					
6	Acceptance of Recommended Grant Awards					
7	Grant Agreements					
8	Project Delivery					
9	Payment Processing and Fiscal Oversight					
10	Reporting and Accountability					

# Deliverable #1: Grant Guideline Development for the Measure P Expanded Access to Arts and Culture Grant Program.

1. The **Service Provider**, in partnership with the **PRAC**, will develop written Grant Guidelines to make grant awards consistent with the priorities, recommendations, and strategies identified in the City adopted Cultural Arts Plan and the requirements outlined in the Fresno Municipal Code Article 15 – Fresno Clean and Safe Neighborhood Parks Tax Ordinance (Measure P).
2. The **Service Provider**, in partnership with the **PRAC**, shall seek community engagement and incorporate community feedback into grant guidelines.
3. The **Service Provider**, in partnership with the **PRAC**, shall develop a list of acknowledgement requirements including, but not limited to, required use of the Measure P logo, signage and funding statements(s) on all programs and projects funded in whole or in part by Measure P.

**Year 1 Guidelines adopted by Council December 7, 2023**

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EXPANDED ACCESS TO ARTS AND CULTURE  
FUND

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FUNDED BY MEASURE P  
ADMINISTERED BY FRESNO ARTS COUNCIL  
IN PARTNERSHIP WITH THE CITY OF FRESNO  
PARKS, ARTS, AND RECREATION COMMISSION (PRAC)

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GENERAL OPERATING SUPPORT GRANT  
GUIDELINES, 2024-25

DEADLINE: TO BE DETERMINED

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Fresno Arts Council  
1245 Van Ness Ave.  
Fresno, CA 93721  
(559)237-9734  
<https://www.fresnoartscouncil.org>



# Deliverable #1: Grant Guideline Development for the Measure P Expanded Access to Arts and Culture Grant Program (Cont.)

Grant guidelines shall:

4. include all information necessary to ensure a transparent process.
5. include a list of funding acknowledgement requirements.
6. include reporting requirements and the methods to be used to evaluate the extent to which grants expanded access to arts or culture in the City of Fresno.
7. acknowledge site control requirements for public or private facilities not owned by the grantee, including any permit or approval requirements for projects or programs within the City of Fresno's right of way.
8. list, describe and adhere to requirements for grant funding outlined within Section 7-1506(b)(4)(D) and Section 7-1506(b)(4)(E).
9. Grant guidelines shall be reviewed by **PRAC** in partnership with the **Service Provider**, at a minimum, every five (5) years to ensure compliance with the grant program.
10. By majority vote, **PRAC** may review and amend the Grant Guidelines no more than once a year. Grant guidelines and any subsequent amendments must be adopted by the **Fresno City Council** (FMC Section 7-1509(e)(3)) prior to proceeding with Deliverable #3.

## Deliverable #2: Grant Guideline Approval

1. Prior to releasing the notice of funding opportunity to non-profits, the **PRAC** along with the **Service Provider** shall present draft guidelines before the **PRAC**. In accordance with Section 7-1509(e)3, the **PRAC** shall review and make recommendations for the **City Council's** adoption of competitive grant program guidelines.
2. The Grant Guidelines prepared by the **Service Provider** and **PRAC** shall be presented to the **Fresno City Council** by the **PARCS Department**, for consideration and adoption.



**Year 1 Guidelines adopted by Council December 7, 2023**

# Deliverable #3: Release Notice of Funding Opportunity (NOFO) Announcements and Grant

1. Grant solicitations shall be released according to the terms outlined in the Measure P expenditure plan Section 7-1506(b)(4). At a minimum, grant solicitations shall occur at least once per year.
2. The **PRAC** in partnership with the **Service Provider** shall use multiple solicitations that allow for a diverse set of programs, with different program sizes and reach, including core operating and project-support grants.
3. The **Service Provider** shall provide, at minimum, a 60-day public NOFO for all grant solicitations.
4. The **Service Provider**, in partnership with the **PRAC**, shall ensure that grant solicitations are provided in English, Hmong, Punjabi and Spanish and other languages as requested.
5. The **Service Provider**, in partnership with the **PRAC**, shall ensure that grant solicitations are provided in an accessible format, in accordance with the Americans with Disabilities Act (ADA) requirements.

**Year 1 NOFO Announcement: December 31, 2023**

**Application Deadline: March 25, 2024 extended to April 1, 2024**

**REQUEST FOR PROPOSALS**

Expanded Access to Arts and Culture Grant Applications Due March 25

Fresno Arts Council invites applications for the following Cultural Arts grant opportunities, furnished by City of Fresno tax funds generated by Measure P

- ✓ Cultural Arts Organization General Operating Support Awards up to \$300,000
- ✓ Cultural Arts Project Specific Support \$2,000-\$200,000 Awards
- ✓ Emerging Organization Operating Support Awards up to \$50,000
- ✓ Emerging Cultural Arts Project Specific Support Awards up to \$50,000

Scan for guidelines, application, and support

559-237-9734

Deadline March 25, 2024

[fresnoartscouncil.org/artsandculturegrants](https://fresnoartscouncil.org/artsandculturegrants)

## **Deliverable #4: Provide Technical Assistance to Grantees**

1. The **Service Provider** shall provide technical assistance and support to all applicants at no-cost to the applicant to ensure equitable access to available funds.

**Year 1 Technical Assistance Workshops and Information Sessions: January - March 2024**

## **Deliverable #5: Collect, Review and Make Recommendations for Award of Grant Funds**

1. Grant applications shall be submitted to the **Service Provider**.

2. The **Service Provider** shall convene a scoring committee which includes the **PRAC Cultural Arts Subcommittee**, to review, score and prepare recommendations for grant awards to **PRAC**.

3. Pursuant to FMC Section 7-1506(b)(4)(B), **PRAC** shall ensure that the grant applications are reviewed in a transparent, competitive process.

4. The **Service Provider** shall ensure that all grantees recommended for award are verified nonprofit organizations with a 501(c)3 in good standing with state and federal entities prior to entering into a grant agreement. The **Service Provider** shall keep documents substantiating this verification on file for three (3) years from project completion.

**Year 1 Technical Assistance Workshops and Information Sessions: January - March 2024**



# Deliverable #6: Acceptance of Recommended Grant Awards

1. In partnership with the **PRAC Cultural Arts Subcommittee**, the **Service Provider** shall present a list of recommended grantees, award amounts, project titles and a brief summary of the project location, scope, schedule and anticipated impact to **PRAC** for review and acceptance of the list of recommended grantees.
2. Following **PRAC** acceptance in deliverable 6.1, the **Service Provider** shall have the delegative authority to make awards under the Expanded Access to Arts and Culture Grant Program on behalf of the City.
3. The **Service Provider** shall maintain a list of all applicants including the amount of grant funding requested by each applicant and the scope of work. The list shall be furnished to the City upon request.



**Year 1 Recommended Awards approved by PRAC 7/15/24. Appeals approved by PRAC 8/19/24**

# Deliverable #7: Grant Agreements

1. **Service Provider** to enter into grant agreements with all grantees that include a detailed scope of work, budget, schedule for project or program completion, expected project or program deliverables, and any information needed to ensure transparency including, but not limited to, progress reporting requirements and metrics to measure the community impacts of the grant as outlined in Deliverable #1. Grant agreements shall also include a list of funding acknowledgement requirements including, but not limited to, use of the Measure P logo, signage and funding statement(s) on all programs and projects funded in whole or in part by Measure P.
2. Fully executed copies of all grant agreements shall be retained by the **Service Provider** for a minimum of three (3) years from grant completion, and available to the City of Fresno upon request.
3. In pursuit to FMC Section 7-1506(b)(4)(A), **Service Provider** to collect all documents required to ensure non-profits are in good standing, including tax ID information, signature authority and other documentation required in the grant guidelines provided.
4. The **Service Provider** shall submit any proposed grant project or program occurring within the City of Fresno right of way to the **City Manager** for written approval prior to executing a grant agreement with grantee. At least 10 business days must be allowed for review.
5. The **Service Provider** shall include any expenditure deadlines and/or carryover provisions within the grant agreement.



**Year 1 in progress**

## Deliverable #8: Project Delivery

1. The **Service Provider** shall manage grantee oversight and monitoring to ensure Expanded Access to Arts and Culture grants are delivered according to the scope of work, schedule, budget and expected deliverables stated in the grant agreement and available to the City of Fresno upon request.
2. The **Service Provider** shall provide limited-scope technical assistance to all grantees for the duration of each grant agreement.
3. Any grant funding that remains unspent following the conclusion or cancelation of grants awarded by the **Service Provider** shall be re-appropriated for the Expanded Access to Arts and Culture Grant Program. Unspent grant funding shall not be appropriated to Grant Program administration, which is limited to a maximum of 2% of annual accruals under the Measure P Ordinance.



**Year 1 in progress**

# Deliverable #9: Payment Processing and Fiscal Oversight

1. The **Service Provider** shall manage all grant payment processes and record management according to Generally Accepted Accounting Principles (GAAP).
2. The **Service Provider** will ensure all awardees are compliant and are verified 501(c)(3) organizations in good standing with State and Federal Entities prior to all grant funding disbursements.
3. **Service Provider** to maintain and make available to the City of Fresno upon request fiscal documentation including general ledgers, invoices, encumbrances, receipts, progress reporting and other records and population requests as necessary for fiscal oversight.
4. **Service Provider** shall make available a general ledger listing of annual activity; including, but not limited to transaction date, dollar amount, a brief description of each expenditure, and vendor name.

**Year 1 in progress**

# Deliverable #10: Reporting and Accountability

1. **Service Provider** to provide a minimum of quarterly progress updates to PRAC on the status of Exhibit A deliverables #1 through #8 in accordance with section 4 of the agreement.

Provide quarterly progress updates to **PRAC**

- October Report – July through September
- January Report – October through December
- April Report – January through March
- August report – April through June

2. **Service Provider** shall provide annual reporting to the **City of Fresno PARCS Department** and **PRAC**

- Due Annually by September 30th for the preceding fiscal year.



**Year 1 in progress**



**Thank you!**