



**CREATIVE ECONOMIES OF BELONGING  
GRANT PUBLIC REVIEW PANELS  
Thursday November 17, 2022; 10AM-2:45PM (VIA ZOOM)**

**Join from a PC, Mac, iPad, iPhone or Android device:**  
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**PUBLIC PANEL AGENDA \* See Schedule on Page 4\***

## PROGRAM TIMELINE

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- Public Panel Deliberations:** Thursday, November 17, 2022
  - Funding Advisory Committee Review:** December 7, 2022 (tentative)
  - Life Enrichment Committee Review:** January 23, 2023 (tentative)
  - City Council Approval & Review:** February 7, 2023 (tentative)
  - Grant Agreements Sent to Grantee for Completion:** February, 2023 (tentative)
  - Grant Checks Processed:** March 2023 (TBD: 6+ weeks after completed grant agreement is received)

♿ To request materials in alternative formats, languages, or to request an ASL interpreter, or assistive listening device, please call Cultural Funding Program Analyst Raquel Iglesias at 510-238-2212 or TDD 510-238-3254 at least three working days before the meeting. Thank you.

## **PUBLIC PANEL REVIEW PROCESS - OVERVIEW**

### **Review Process**

The Cultural Funding Program review process is a transparent process. This is a public review process - applicants and members of the public are invited to observe. The Panel Review Schedule has been created for this category (see attached) and it cannot be changed. Each application will have a 10 minute review window. A lead Panelist is assigned to each application, and that person will read staff's prepared summary of your application, and is responsible for beginning the discussion of your application, and the other panelists will add to this discussion. After 7 minutes of discussion, each applicant will then have 3 minutes to address the panelists questions and comments. Please note this is not a dialogue, but an opportunity for the applicant to provide more information.

### **Panelists**

The review panelists have been selected for their expertise in community engagement, non-profit management, event production, etc. We work to have a diverse team, representing various ages, backgrounds, races, ethnicities, sexual orientations, and professions to help us evaluate each grant category. Applicants will receive the biographies of the panelists the day prior to the Public Review Panels. *Applicants are prohibited from contacting the panelists in regards to their application during this review period.*

### **Applicant's Three-Minute Address**

Applicants are invited to address the panelists for three minutes. This is not a question & answer session, but a time for the applicant to address the panelists and respond to anything heard during the discussion. Applicants may also clarify any points that may be unclear. Attendance is not required (but strongly suggested) for this portion, and you are not penalized for failing to attend. When it is your turn to speak, please utilize the "Raise Hand" function to let us know you are present, and utilize the following instructions:

To address the panel by Zoom Video Conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted.

#### "Raise Your Hand" by:

1. Clicking on the icon labeled "Participants" at the bottom center of your PC or Mac screen.
2. At the bottom of the window on the right side of the screen, click the button labeled "Raise Hand."

#### To comment by phone, please call:

Or One tap mobile:

+16694449171,,83818630976# US

+16699006833,,83818630976# US (San Jose)

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 444 9171 or 888 475 4499 (Toll Free)

"Raise Your Hand" by pressing "\*9" to speak. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted. Please unmute your self by pressing "\*6".

### **Ranking and Allocation**

After the applicant speaks, panelists will submit their final scores. Staff will post the total average score on a scoresheet. At several times during the day, we will post the scoresheet for the public to see. At the end of the panel day, scores will

be ranked from highest to lowest. You are invited to observe this and can use your provided login information to do this. Staff will prepare ranking sheet with funding recommendations that will be forwarded to the Funding Advisory Committee for input. Scores will also be emailed to everyone the day after the Public Panels.

### **Funding Advisory Committee (FAC), Life Enrichment Committee (LEC) and City Council approvals\***

After the Public Panel Day, ranked scores will be submitted to the Funding Advisory Committee and they will review the funding recommendations (September 7). These recommendations will be forwarded to the Life Enrichment Committee, who will then send their approvals to the City Council for the final approval. These are all public meetings, and the public is invited to speak.

### **Disbursement of Grant Checks**

After grantees are approved for funding, they will receive a grant agreement. CFP staff will conduct contracting workshops to assist grantees with preparing their contract documents for submission. The agreement will be processed through our department, and grant disbursement checks will be mailed.

**Please note:** Additional information, as well as SAM.GOV registration will be required by the National Endowment for the Arts for this grant opportunity.

### **Committee Review and City Council Approval\***

- **Funding Advisory Committee** = The Funding Advisory Committee (“FAC” or the “Committee”) of the City of Oakland’s Cultural Funding Program (CFP) is a volunteer body implemented to assist CFP staff in matters relating to CFP policies, procedures, and the award of grants to Oakland-based artists, cultural organizations, and schools to support arts and cultural activities that reflect the diversity of the city.
- **Life Enrichment Committee**= A committee of 3-4 members of the City Council, who vote and recommend policy and council action for matters that involve the “quality of life” for Oakland’s citizens. Departments and divisions that must submit items for approval include the Office of Parks, Recreation, and Youth Services, the Human Services Department, and the Cultural Affairs Division.
- **City Council**= The Council is made up of one representative from each of seven districts and one at-large representative. The Council sets goals and priorities for the City. The council approves the City budget, adopts ordinances to help the City serve its community members, and appoints members to various boards and commissions.

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City of Oakland, Cultural Affairs Division, CULTURAL FUNDING PROGRAM

FY22-23 Creative Economies of Belonging Grant Program

GRANT REVIEW PANELS - THURSDAY November 17, 2022

REVIEW TIME	Application #	ORGANIZATION
10:00: AM	2	Thingamajigs
10:10: AM	3	Chapter 510 Ink
10:20: AM	4	Oaktown Jazz Workshops
10:30: AM	5	Diamano Coura West African Dance Company
10:40: AM	6	The Junior Center of Art and Science
10:50: AM	7	Living Jazz
<b>BREAK: 11:00-11:10AM</b>		
11:10: AM	8	Prescott Circus Theatre
11:20: AM	9	Cantare Con Vivo
11:30: AM	10	The People's Conservatory
11:40: AM	11	Museum of Children's Art
11:50: AM	12	Omni Commons
12:00: PM	13	HipHopForChange, Inc.
<b>LUNCH: 12:10-1:10PM</b>		
1:10: PM	14	Stagebridge
1:20: PM	15	Destiny Arts Center
1:30: PM	16	Oakland Interfaith Gospel Choir
1:40: PM	17	Project Bandaloop
1:50: PM	19	51Oakland
2:00: PM	21	ARTogether
2:10: PM	22	Ace Monster Toys, Inc.
<b>BREAK: 2:20-2:30PM</b>		
2:30-2:45PM	<b>WRAP UP AND SCORES RANKING</b>	