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COUNCIL MEETING BOOK

ONE HUNDRED SIXTIETH MEETING

OF

MASS CULTURAL COUNCIL

THURSDAY, AUGUST 24, 2023

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MASS CULTURAL COUNCIL
THURSDAY, AUGUST 24, 2023

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ONE HUNDRED SIXTIETH MEETING OF MASS CULTURAL COUNCIL

THURSDAY, AUGUST 24, 2023
10:00 AM-NOON

BROADCAST MEETING

[MEETING WILL BE LIVESTREAMED AT Council Meeting - YouTube](#)

[MEETING MATERIALS WILL BE POSTED ONLINE](#)

UNDER "AUGUST 24, 2023 COUNCIL MEETING"

AGENDA

VOTE

1. Call to Order- Open Meeting Law Notice
 - Marc Carroll, Chair (Acting)
 - David Slatery, Deputy Director (Open Meeting Law Notice)
2. Mission Moment- Strategic Plan Video
 - Michael Bobbitt, Executive Director (Introduction)
3. Minutes of 159th Council Meeting X
 - Marc Carroll, Chair
 - David Slatery, Deputy Director (reads the roll))
4. **Chair Report**
 - a) Calendar of Upcoming meetings
 - b) Committee Structure
 - Marc Carroll, Chair

5. **Executive Office Report**

- a) Updates
 - *Michael Bobbitt, Executive Director*

6. **Public Affairs Report**

- a) Updates
 - *Bethann Steiner, Senior Director of Public Affairs*

7. **FY 24 Spending Plan General Presentation**

- a) PowerPoint Presentation on FY24 Spending Plan
 - *Michael Bobbitt, Executive Director*
 - *Jen Lawless, Senior Director of Program Operations*
 - *Cathy Cheng Anderson, Senior Director of Business Operations and Chief Financial Officer*

8. **FY24 Conflict of Interest Notifications**

- *David Slatery, Deputy Director*

9. **Program Operations Report**

- a) Updates
- b) FY 24 Grant Recommendations
 - *Jen Lawless, Senior Director of Program Operations*

GRANTS COMMITTEE RECOMMENDATIONS ON GRANT PROPOSALS

- *Jo-Ann Davis, Grants Committee Chair*

- i. Organizations
 - a. Cultural Investment Portfolio & Gateway
 - b. Media Transition
 - c. Gaming Mitigation Program
- ii. Communities
 - a. Cultural Districts
 - b. Local Cultural Councils
- iii. Arts Education & Youth
 - a. YouthReach
 - b. STARS
 - c. Youth Arts Impact Network
 - d. Poetry Out Loud
 - e. Instrument Program
- iv. Equity and Inclusion
 - a. Festivals & Projects
 - b. UP Innovation Fund Grants
 - c. CultureRx Social Prescription

- d. Creative Equity Learning Cohort (CELC)
 - e. Network of Arts Administrators of Color
 - f. MA Commission Indian Affairs Truth Commission
 - g. UP Innovation Learning Network Scale Up Grants
- v. Advancement
 - a. Mass Humanities
 - b. MASS Creative
 - c. New England Foundation for the Arts (NEFA)
- vi. Individuals:
 - a. Traditional Arts Apprenticeships
 - b. Individual Creative Grants (Working Title- Name TBD)
- vii. Remaining Pandemic Recovery Funds Grants

10. **Business Operations Report**

- a) Updates
- b) Cultural Equity and Access Report
- c) FY 24 Spending Plan Summary
 - *Michael Bobbitt, Executive Director and Cathy Cheng Anderson, Senior Director of Business Operations and Chief Financial Officer*

11. **Approval of FY24 Spending Plan and Grant Recommendations**

- a) **EXECUTIVE COMMITTEE RECOMMENDATION ON SPENDING PLAN**
 - *Marc Carroll, Chair*
- b) Approval of FY24 Budget and Spending Plan and Grant Recommendations
 - *Marc Carroll, Chair*
 - *David Slatery, Deputy Director (reads the roll))*

X

12. Adjourn

- *Marc Carroll, Chair*



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MASS CULTURAL COUNCIL

FRIDAY, AUGUST 4, 2023

RESOLUTIONS

Section 2- Minutes

RESOLVED: To approve the minutes of the One Hundred Fifty-Fifth Meeting of the Mass Cultural Council

Section 11- FY24 Spending Plan and Grants Recommendations

WHEREAS, the General Court of the Massachusetts State Legislature has appropriated, and the Governor has signed into law, a budget of \$25,895,000 to the Mass Cultural Council for FY24; AND

WHEREAS Mass Cultural Council staff has presented a draft FY24 budget and spending plan to the Executive Committee at its meeting on August 4, 2023;

WHEREAS the Executive Committee reviewed said plan and recommended that it be forwarded to the Council for approval;

WHEREAS Council staff presented the Plan to the Mass Cultural Council at its meeting on August 24, 2023.

NOW THEREFORE, it is hereby

RESOLVED: To approve the Plan as recommended by the Council Meeting subject to the further approvals of the individual grant and program recommendations below; and

WHEREAS Council staff presented the FY24 grants recommendations to the Grants Committee at its meeting on August 4, 2023 ("Grants Committee Meeting");

WHEREAS the Grants Committee recommended to the full Council the allocation of the grants presented at the Grants Committee Meeting;

WHEREAS the Grants Committee reviewed procedures of grant allocations and recommended that the Council approve the same;

NOW THEREFORE, it is hereby

Organizations

RESOLVED: To approve allocations to the Cultural Investment Portfolio and CIP Gateway programs as recommended by the Grants Committee and presented to this meeting for an aggregate total of \$6,990,300.

RESOLVED: To approve \$100,000 in Media Transition Grants to 5 public media companies, as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve of the fourth cycle of the Gaming Mitigation Program as recommended by the Grants Committee and presented to this meeting.

Communities

RESOLVED: To approve up to \$855,000 in Cultural District grants as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve an allocation to the Local Cultural Councils totaling \$5,500,000 as recommended by the Grants Committee and presented to this meeting.

Arts Education & Youth

RESOLVED: To approve grant allocations to YouthReach program in the amount of \$1,870,000, as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve allocations of \$1,428,100 to the STARS program, as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve the following grants- \$30,416 to the Youth Arts Impact Network with EdVestors, \$20,000 in support of the NEA-funded Poetry Out Loud program and continued grant funding of the Instrument Library in the amount of \$15,000, all as recommended by the Grants Committee and presented to this meeting.

Equity and Inclusion

RESOLVED: To approve the Projects/Festivals program with a grant allocation of \$1,850,000 as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve \$480,000 in UP Innovation Fund Grants, as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve a grant of \$175,000 to Art Pharmacy for continuation of the CultureRx Social Prescription program as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve Council a \$62,500 grant to Arts Connect International for continuing the Cultural Equity Learning Community (CELC) 2.0 teaching course in FY24, a \$70,000 grant to ArtsBoston acting on behalf of the Network Arts Administrators of Color, a \$5,000 grant to the Massachusetts Commission on Indian Affairs for support of its Truth Commission project and a \$20,000 grant for an organization to be selected to scale up the UP Innovation Learning Network program, all as recommended by the Grants Committee and presented to this meeting.

Advancement

RESOLVED: To approve a grant to Mass Humanities totaling \$943,608, a grant to Mass Creative for \$33,000 and a grant to NEFA of \$70,000, all as recommended by the Grants Committee and presented to this meeting.

Individuals

RESOLVED: To approve the funding of the Apprentice Grants program in the amount of \$180,000 as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve a grant allocation of \$1,875,000 for up to 375 grants of \$5,000 as part of the new FY24 Individual Creativity Grants Program as recommended by the Grants Committee and presented to this meeting.

RESOLVED: To approve continuation of the Cultural Sector Recovery Grants for Individuals program in FY24, using whatever leftover Pandemic Recovery Funds are determined to be available by staff, for further grants under the program, as recommended by the Grants Committee and presented to this meeting.

OPEN MEETING LAW STATEMENT

Please note that this meeting is an open meeting of a public body subject to the Massachusetts Open Meeting Law. A notice of this meeting together with the agenda was posted on Mass Cultural Council's website 48 or more hours ago (excluding weekends and holidays).

This meeting shall be open and accessible to all members of the public except at such times when this body has voted to go into closed executive session under the Open Meeting Law.

This meeting is a virtual meeting held under the Open Meeting Law as modified under current law to permit online meetings. This meeting is being broadcast to the public on a publicly available YouTube channel as described in the posted meeting notice.

Instructions on how to contact the Council with questions or problems accessing the broadcast are also included in such notice. Only Council members, staff and invited guests will be provided access to the Zoom platform hosting the meeting. As a safety measure, in order to prevent disruption of the meeting or non-public communications among the participants, the Chair, Vice Chair and Executive Committee of Mass Cultural Council has asked staff to implement the following protocols for participants in on-line meetings of Mass Cultural Council or its committees:

- Any "chat" or similar function on the Zoom platform hosting the meeting shall be disabled.
- Other than Council members or participants specifically recognized by the Chair of the meeting, all Zoom platform participants will be muted and have no ability to share media or documents or project or type images or text.
- All participants in the Zoom platform may be required to enter a waiting room and digitally sign-in before being admitted.

- Any attendee in the Zoom platform who nonetheless causes a disruption will be summarily removed from the meeting at the discretion of the Chair.

This meeting is not a public hearing and public testimony will not be taken. Individuals may not address the meeting without permission of the Chair.

Any member of the public may record this meeting provided that they do not interfere with the meeting.

Draft minutes of the open session of this meeting shall be kept and shall be posted on Mass Cultural Council's website no later than 30 days after the meeting provided that such minutes shall not be considered official until they have been approved by this body in open session. Individuals asserting a violation of the Open Meeting Law may file a complaint with this body within 30 days or with the Attorney General's office thereafter.

**TIPS FOR PARTICIPATING IN A VIRTUAL OPEN MEETING USING ZOOM OR OTHER
VIDEOCONFERENCING PLATFORMS WHEN THERE ARE SEVERAL PARTICIPANTS**

(adapted from several sources)

- In order to minimize background noise, please mute microphone when not speaking.
- Please raise hand in order to be recognized by the chair.
- In order for all members to have an opportunity to speak and be heard, please wait to speak until specifically recognized by the chair.
- If there are questions, please direct them to the chair and the chair will then recognize the appropriate person to respond.
- Please limit statements to three minutes.
- The chair will reserve the right to limit discussion in order to allow sufficient time for every member to be heard who wishes to speak.
- Modify Video Settings to “Hide all non-video participants”- this will make it easier to follow who is speaking and participating
- In the event of a service interruption during a Zoom call due to hackers, so-called “zoom bombing” or other technical difficulties, staff will indicate the call is to be terminated. Please exit the call and staff will circulate instructions by email for a new Zoom call to continue the meeting.



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UNOFFICIAL DRAFT SUBJECT TO APPROVAL BY THE COUNCIL AT ITS NEXT MEETING

**MINUTES OF THE ONE HUNDRED-FIFTY NINTH MEETING
OF
MASS CULTURAL COUNCIL**

WEDNESDAY, MAY 24, 2023

ONLINE MEETING

Council Members Present were

Nina Fialkow, Chair
Marc Carroll, Vice Chair
Ché Anderson
Barbara Schaffer Bacon
Karen Barry
Kathleen Castro
Jo-Ann Davis
Sherry Dong
Simone Early
Matthew Keator
Barbara Krauthamer
Allyce Najimy
Troy Siebels
Mark Snyder

Also Present were Mass Cultural Council Staff Members Michael J. Bobbitt, David Slatery, Catherine Cheng-Anderson, Jen Lawless, Bethann Steiner, Ann Petruccelli Moon, Carmen Plazas, Cheyenne Cohn-Postell, and Charles Baldwin; Mass Humanities Executive Director Brian Boyles; MassCreative Executive Director Emily Ruddock; and Leah Abel, Samuel Bradley, and Olivia Hatten from Circus Up

Chair Nina Fialkow called the meeting to order at 10:04am and asked Deputy Executive Director David Slatery to read the Open Meeting Law statement:

Please note that this meeting is an open meeting of a public body subject to the Massachusetts Open Meeting Law. A notice of this meeting together with the agenda was posted on Mass Cultural Council's website 48 or more hours ago (excluding weekends and holidays).

Prepared on 6/23/23

This meeting shall be open and accessible to all members of the public except at such times when this body has voted to go into closed executive session under the Open Meeting Law.

This meeting is a virtual meeting held under the Open Meeting Law as modified under current law to permit online open meetings. This meeting is being broadcast to the public on a publicly available YouTube or other channel as described in the publicly posted meeting notice. Only Council members, staff and invited participants and guests will be provided access to the Zoom or other videoconferencing platform hosting the meeting. As a safety measure, to prevent disruption of the meeting or non-public communications among the participants, the Chair, Vice Chair and Executive Committee of Mass Cultural Council has asked staff to implement the following protocols for participants in on-line meetings of Mass Cultural Council or its committees:

- Any "chat" or similar function on the Zoom platform hosting the meeting shall be disabled.
- Other than Council members or participants specifically recognized by the Chair of the meeting, all Zoom platform participants will be muted and have no ability to share media or documents or project or type images or text.
- All participants in the Zoom platform must enter a waiting room and digitally sign-in before being admitted.
- Any attendee in the Zoom platform who nonetheless causes a disruption will be summarily removed from the meeting at the discretion of the Chair.

This meeting is not a public hearing and public testimony will not be taken. Individuals may not address the meeting without permission of the Chair.

Any member of the public may record this meeting provided they do not interfere with the meeting. The Chair will then inform the members of the meeting that they are being recorded.

Draft minutes of the open session of this meeting shall be kept and shall be posted on Mass Cultural Council's website no later than 30 days after the meeting provided that such minutes shall not be considered official until they have been approved by this body in open session. Individuals asserting a violation of the Open Meeting Law may file a complaint with this body within 30 days or with the Attorney General's office thereafter.

Nina then asked Executive Director Michael Bobbitt to introduce the Mission Moment – an opportunity at each Council Meeting to spotlight creative work being done in the Commonwealth. Today's Mission Moment featured Circus Up – a Boston-based nonprofit providing in-school, after-school, and community circus programs for youth and one of Mass Cultural Council's newest grantees. Michael visited Circus Up earlier this spring at the invitation of the organization's Executive Director, Leah Abel who was present in the meeting and joined by her colleagues Samuel Bradley and Olivia Hatten to share more about Circus Up's work with Council Members. Leah, Samuel, and Olivia gave a brief presentation reviewing their organization's mission and programs and asked Council Members if they had any questions.

Nina asked how long Circus Up had been operating and Leah explained that the organizations was founded in 2014 as an LLC and became a nonprofit in late 2017.

Vice Chair Marc Carroll asked where the organization was located and Leah let him

know they operated out of a rented recreational circus school in Jamaica Plain.

Mark Snyder was impressed with the presentation, thinks Circus Up is a wonderful program, and is pleased to learn more about programs funded by the Agency. Leah added that she truly loves working with young people and their families and explained that the work of her staff goes beyond circus arts; staff helps to tutor young people and supports participants and their families in several other ways. Circus arts are just the beginning!

Michael added that during his visit one participant's parent teared up when speaking about how much the program means to them. He thanked Leah for her work and for visiting with the Council today.

Nina then asked if Council Members had reviewed the minutes from their last meeting held on March 22nd, and if so, she would look for a motion to approve the minutes. Mark moved to approve the minutes and Troy Siebels seconded the motion. By roll call vote and noting that Cecil Barron Jensen and Ann Murphy were absent it was unanimously

RESOLVED: To approve the minutes of the One Hundred Fifty-Eighth Meeting of Mass Cultural Council.

Nina thanked Michael for bringing Circus Up to the meeting; she greatly appreciates the outreach work staff has done to reach new grant applicants. She then let Council Members know that she had an announcement: after serving for nearly seven years, she will step down as Chair and today will be her final meeting. It has been an honor for her to serve alongside her fellow Council Members and staff and she is pleased to share that Vice Chair Marc Carroll will be elevated to Acting Chair. She and Marc have enjoyed a wonderful working partnership and she looks forward to continuing her support of Marc in his new leadership role. She departs knowing that the creative and cultural sector is in good hands.

Michael expressed that this is bittersweet news. Nina has provided strong support and leadership through major transitions for the Agency: the retirement of its previous Executive Director, search for a new Executive Director, economic challenges, and the COVID-19 pandemic. When former Governor Baker appointed Nina in 2016, the Agency's allocation was \$14M; during her tenure there was a dramatic increase in public investment and in FY23 the Agency invested more than \$100M into the creatives and cultural sector. As the FY24 budget is finalized the Agency is in line to receive \$25M – the highest allocation since the late 1980s. Michael asked Senator Paul Mark and Representative Mindy Domb – Chairs of the Joint Committee on Tourism, Arts, and Cultural Development – to issue a citation recognizing Nina's work as Chair. He read the citation aloud and said that staff would send it to her.

Marc shared that he was saddened to learn that Nina would step down as she has been a wonderful friend and mentor and a champion of arts and culture. He thanked Nina for all that she has done for him, for the Agency, and for the people of Massachusetts. She will be missed.

Karen Barry thanked Nina for her service acknowledging that it was not an easy time to be Chair as the Agency and the world experienced so much change; Nina led with class, dignity and decorum and provided the space for Council Members to have

necessary conversations. Karen is deeply appreciative of this and of Nina's inclusive leadership style. She has appreciated serving with Nina and wishes her the best.

Jo-Ann Davis shared that as Chair of the Grants Committee she learned a great deal from Nina; she defines grace under pressure. Her work as Chair has been exemplary and her open and honest nature throughout the many transitions in recent years taught Jo-Ann more about how to be a good Council Member.

Barbara Schaffer Bacon seconded all previous comments and added that when Nina first arrived, the Council wasn't as engaged as it is today. As Karen stated, Nina created the space necessary for Council Members to have important conversations, to ask questions, and engage more meaningfully with Agency staff. Nina's gentle but strong facilitation helped the entire group to be effective Council Members; Barbara sincerely appreciates serving alongside Nina and wishes her the best.

Kathy Castro noted that Nina experienced a number of things in her life and work outside of the Council during her tenure and that she'd done a wonderful job through it all; she has been a role model and an inspiration. Kathy asked if Nina would continue to serve on the Council even though she would no longer be Chair, and Nina let her know she'd be stepping down as Chair and stepping off the Council, but that she would be open to serving again down the road if the opportunity presents itself.

Matthew Keator, who has served on the Council for the majority of Nina's tenure, thanked Nina – who is the daughter of an Air Force veteran – for her help establishing a space for veterans within the Agency's work.

Troy Siebels added that he appreciated Nina traveling many, many miles to attend so many Agency and cultural sector events across the Commonwealth.

Ché Anderson shared that he attended his first Council Meeting the day he was appointed to the Council; he was nervous, and Nina reached out personally to make sure he was comfortable. Nina has helped Ché personally and professionally and he plans to keep in touch with her.

Mark added that as one of the newest members of the Council he sincerely appreciates Nina making him feel so welcome and comfortable; he will miss Nina and wishes her well.

Dave Slatery shared that when Nina was first appointed in May 2016 she attended her first Council Meeting in Plymouth and quickly learned all about the work of the Agency. She worked closely with senior staff and led very effectively. She supported the staff at the highest level of government, especially during the interim period as the search for a new executive director was underway. Dave sincerely appreciates Nina's kind guidance and steadfast support and will miss her.

Nina thanked Council Members and staff for their kind words and looks forward to staying in touch. She then asked Michael for his Executive Director's report.

Michael let Council Members know that staff is busy closing out this fiscal year and continuing to process payments for the cultural sector recovery programs and Festivals & Projects. The team is also heavily in planning mode for FY24 incorporating the goals

stated in the Agency's new Strategic Plan. He then shared his screen and gave Council Members a brief overview of how staff is implementing the Strategic Plan. He began by reviewing the Agency's new mission, vision, and values statements; explained the "Why" behind the work; and reviewed the Agency's new four-department structure comprised of Executive, Public Affairs, Programs, and Operations. A full copy of the presentation is available upon request.

Karen Barry asked what was meant in the presentation regarding offboarding the UP program. Michael explained that previously the Agency had the capacity to include approximately 15 organizations in the program. By partnering with an external consultant, it will be able to bring the work of the UP program and the Innovation and Learning Network (ILN) to hundreds, perhaps thousands, of organizations. This is similar to the Cultural Equity Learning Cohort (CELC) recently offered in partnership with Arts Connect International. Charles Baldwin will work with the consultants.

Karen is pleased with this direction and added that the recovery community is covered under the ADA and is a community the Agency should embrace. Charles let Karen know that there are organizations affiliated with UP that are focused on recovery noting that the ADA will cover those in recovery if they are in a recovery program, but not if they are pursuing recovery on their own. Jen added that Festivals & Projects grants specifically call out the recovery community.

Michael hopes that every organization in the Commonwealth can have access to this learning and added that staff is still working to offboard and scale the Social Prescription program; they are working with Arts Pharmacy to do this. Nina asked if Arts Pharmacy is Massachusetts-based. They are not but they do extensive work in the Commonwealth.

Michael concluded his update by noting Council Member Barbara Krauthamer's exciting appointment as Dean of the College of Arts & Sciences at Emory University in Georgia. This means she will need to resign from the Council, Michael congratulated Barbara and wished her well as this will be her final meeting.

Nina then asked Senior Director of Public Affairs Bethann Steiner for her advocacy update.

Bethann reminded Council Members that at their last meeting the FY24 budget was working its way through the House. The Agency's ask was \$25M – this is the number Governor Healey proposed and the final number proposed by the House Ways & Means Committee, plus 16 funded earmarks. Today is the second day of the Senate budget debate and the Senate Ways & Means Committee has also recommended \$25M for Mass Cultural Council. This has been an easy and very positive budget cycle. The Agency and its partners did not need conduct a robust advocacy campaign; the only message necessary was one of thanks. Mass Cultural Council did file an amendment on the Senate side thanks to Chair Paul Mark. It is a technical correction to the Agency's line item updating the text to reflect the new Strategic Plan. The Chair's amendment garnered 14 bi-partisan co-sponsors; this represents 35% of the chamber. There were more than one thousand amendments filed and four were relative to the Agency's line item – the one Bethann just outlined and three funded earmarks. The final Senate appropriation should be \$25M. The next step is Conference Committee: after the Memorial Day holiday the House Speaker and Senate President will each appoint three members from each chamber to look at the final budgets, discuss and correct any

discrepancies, and create one final FY24 budget to submit to Governor Healey.

Karen applauds Bethann's tremendous effort noting that the Agency might not see such success in the budget process without Bethann's expertise and temperament along with Michael's commitment and the engagement of her fellow Council Members. It is wonderful for legislators to hear "thank you" as opposed to an additional request. A budget like the anticipated FY24 budget is also not possible without demonstrating a return on investment which the Agency has very clearly shown. Karen appreciates the work of Bethann and Michael and will make a concerted effort to thank everyone in her delegation.

Nina agreed with Karen's statement and thanked Bethann for her work and her report. She then asked for the Cultural Equity & Access report.

Program Officer for Access & Inclusion Charles Baldwin reiterated that as noted the team is currently working with two consultants – Open Door Arts and Art-Reach – to gather data pertaining to access and disability from organizations and individuals served by the Agency. Their findings will inform practices internally and externally. This is providing an opportunity to talk about continual improvement around the aspirations behind the Americans with Disabilities Act (ADA) – Charles noted the Agency is not an enforcer, but rather an encourager around this work. There is a good deal of ongoing learning for staff and thought around how to use demographic information in grantmaking. The Agency will also engage Erin Genia to craft an Indigenous plan in FY24. Finally, organizations with an UP designation will receive funding to see what kind of access foundation they can build.

Program Officer for Equity & Inclusion Cheyenne Cohn-Postell let Council Members know that staff has established a working group to look at funding priority points to make them more consistent across the Agency's grant programs. The group has been drilling down on values and looking at unconscious bias; conversations have been fulfilling and productive. Recommendations for priority points are forthcoming; Cheyenne noted that they will differ as they are applied to programs that are for organizations versus individuals.

Barbara Schaffer Bacon asked if staff provides any support to cultural organizations that find themselves amid challenges around their work on diversity and inclusion.

Senior Director of Business Operations Catherine Cheng-Anderson explained that customer support is still a top priority for staff. The Agency can also offer the aforementioned CELC program that cultural organizations can engage in at no cost. Catherine has heard from staff that organizations are largely reaching out to their specific contact at the Agency for support as a first step. Senior Director of Operations

Jen Lawless added that staff is fully cognizant they are not mediators or facilitators and cannot mediate a dispute between constituents, but that they can provide guidance and resources. Catherine agreed staff is fortunate to have relationships with constituents that makes them feel comfortable bringing these issues to the Agency, but care must be taken to determine how to address the issues properly; it is a good thing to have a read on how DEI work is being conducted within the sector. Michael explained that part of the strategy of building relationships across other sectors is so the Agency can refer organizations to the right place for assistance in such matters.

There were no further questions; Nina asked for the Finance report.

Dave reiterated that, as Michael mentioned, he has moved to the Executive team to be Michael's deputy. Catherine will direct business operations moving forward and as such will be giving the financial report today and moving forward.

Catherine began by giving Council Members an update on the processing of recovery grant payments. The Operations team has been dedicating six days per week to processing payments for both recovery grants and regular (non-recovery) grant payments. So far, the Agency has distributed 35% of Individual Recovery Grants payments and 73% of Organizational Recovery payments. Despite an unprecedented volume of payments this year, the team continues to be dedicated and mission focused. Catherine will be working with Administration & Finance to extend the payment timeframe past June 30th, allowing for recovery funds to continue to be disbursed over the summer. The Agency will need this small extension to complete the recovery grant payments. She then let Council Members know that the Agency's spending is progressing and on target and as expected, it is catching up in these final months of the fiscal year. The first noteworthy change this quarter is we recognized an opportunity to make an even greater impact with our Festivals & Projects grants by reallocated funds to support an additional 92 initiatives. This adjustment amounts to \$218k. The second noteworthy change this quarter relates to extending our temporary fiscal staffing. The extension will continue to expand our capacity in grants payments. Finally, per the Agency's out-of-state travel policy, the Executive Committee unanimously approved out-of-state travel for Cultural Districts Program Officer Carolyn Cole to attend the Global Cultural Districts Network annual conference in Montreal. These monies are budgeted within our professional development allocation. A complete description of the conference is provided in the Council Meeting book.

There were no questions for Catherine, and Nina moved to the final item on the agenda: a presentation by Mass Humanities Executive Director Brian Boyles.

Brian thanked Nina and congratulated her on her tenure as Chair then let Council Members know he was pleased to be with them today and enjoyed seeing so many of them at grant celebrations in March. He thanked Michael for his leadership and partnership. Over the past four years Mass Humanities has evolved and Brian will today provide Council Members with an update on where the organization is today as well as an update on how it is distributing pandemic recovery funds. Brian shared his screen and gave a presentation on Mass Humanities' mission and leadership and describing to the Council what the humanities are since there is frequently confusion around what they encompass. Mass Humanities is in the process of processing staffing recovery grant applications and will be holding its own series of celebrations when the grants recipients are announced. A copy of Brian's presentation is available upon request.

After the presentation Barbara Schaffer Bacon stated that she attended a recent Mass Humanities event in Turners Falls and local participation in the event was fantastic with the Great Falls Discovery Center feeling very alive. She appreciates hearing more about the work of Mass Humanities and thanked Brian for his presentation. Brian acknowledged that the Discovery Center had put their recent grant to excellent use.

Kathy Castro thanked Brian for his visit to Fall River and for bringing the Reading

Frederick Douglass event to the community. She is also interested in the organization's Clemente Course and would love to see Fall River and Taunton participate in it.

There were no further comments or questions for Brian.

As a final update, Michael thanked Nina and Barbara Krauthamer for their service and wished them well. He also let Council Members know that staff is working on a schedule for FY24 Council Meetings and will make the schedule align better with grant deadlines. Council Meetings will be virtual through the end of FY25.

Nina thanked her fellow Council Members and the Agency staff who she'd gotten to know over the years. She knows Marc will do a spectacular job as Acting Chair. As Chair, she adjourned the meeting at 11:46am.

Upcoming Council & Committee Meetings

- Executive Committee Meeting – Thursday, October 12, 10am
- Grants Committee Meeting – Thursday, October 12, 1pm
- 161st Meeting of Mass Cultural Council – Wednesday, November 1, 10am

- Executive Committee Meeting – Thursday, January 11, 10am
- Grants Committee Meeting – Thursday, January 11, 1pm
- 162nd Meeting of Mass Cultural Council – Thursday, January 25, 10am

- Executive Committee Meeting – Thursday, March 7, 10am
- Grants Committee Meeting – Thursday, March 7, 1pm
- 163rd Meeting of Mass Cultural Council & Council Retreat – Thursday, March 21, 10am



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EXECUTIVE OFFICE UPDATE

AUGUST 2023

Activities report. On Tuesday, August 1, Ann Petruccelli Moon forwarded the August Executive Department Update detailing activities during the previous month. Please look for the next monthly update in early September.

Executive Committee. The Executive Committee met on August 4 to recommend for approval the proposed FY24 Spending Plan discussed in Sections 7 and 10 of the agenda for today's meeting, discussed and recommended for approval as part of the spending approval, an adjustment to increase the Executive Director's FY24 annual compensation, approved out of state travel for staff members and approved the agenda for today's Council meeting.

Grants Committee. The Grants Committee also met on August 4 and recommended for approval to the full council, the grant and program recommendations for FY24 made by staff.

A reminder that all Committee meeting materials (as well as all Council Meeting materials) are posted and available for review at our website's Council page at [Governing Council – Mass Cultural Council](#).



Power of culture

PUBLIC AFFAIRS UPDATE

AUGUST 2023

Budget/Legislative/Advocacy Report

- The [FY24 state budget](#) was signed into law earlier this month. Mass Cultural Council received a historic appropriation of \$25,895,000. This figure breaks down into \$25 million for Agency operations – an 11% increase from FY23 – and \$895,000 to support 16 legislative earmarks. This is the second highest budget appropriation for arts and culture ever received by the Agency and caps a very successful budget cycle, which saw our \$25 million funding request embraced by the Governor, the House of Representatives, and the Massachusetts Senate at every step of the deliberations.
- To continue our focus on the 10th anniversary of the Massachusetts Cultural Districts Initiative, the Public Affairs department developed a social media toolkit for state legislators whose Districts host a state-designated cultural district. The goal was to increase social media mentions of our 55 vibrant cultural districts and hopefully inspire visits and engagement during these last late weeks of summer.

Communications/Digital Communications Report

- In July, Team Public Affairs welcomed a new member, [Christian Kelly](#). Christian serves as our Public Relations & Events Manager and will take the lead on media relations and Agency events. He brings with him half a decade of public service in both the Massachusetts Senate and the Department of Early Education & Care. He has direct experience in events, media relations, and legislative relations. He also has a degree in theater management, and, when not working at Mass Cultural Council, serves as a stage manager at two local organizations in Boston.
- Public Affairs is working with the Programs Department to confirm all details for our FY24 marketing materials for the upcoming grant cycles. We will soon have our FY24 Programs At-a-Glance booklet available for Council members, staff, and stakeholders, and the content will also be available on our [website](#).

- This fall we will host 2 sector convenings. Please stay tuned for dates and details, but we anticipate an event in October focused on arts participation and wellness, with a panel discuss on Social Prescription as well as a second event in November focused on the creative and cultural sector and its impact on the Massachusetts economy.
- We are excited to unveil a video about the Agency's new Strategic Plan at the August Council meeting. This project, a vision of Michael's, was developed in coordination between the Executive Office, Public Affairs, and a local artist and creative, Wesley Verge, of Cambridge.

Last created August 16, 2023

UPDATED Conflicts of Interest Notifications- Mass Cultural Council Members

As of August 17, 2023

1. Marc Carroll
 - a. Boston Youth Symphony Orchestra
 - b. The Rivers School
2. Jo-Ann Davis
 - a. The Care Center
 - b. Springfield Museums
 - c. MASS Creative
3. Matthew Keator
4. Allyce Najimy
5. Barbara Schaffer Bacon
 - a. Arts Extension Institute
6. Troy Siebels
 - a. Hanover Theater/Worcester Center for the Performing Arts
 - b. Worcester Cultural Coalition
 - c. Discover Central Massachusetts
 - d. Indian Hill Music
 - e. MASS Creative
7. Ann Murphy
 - a. MASS Creative
8. Sherry Dong
 - a. The Chinese Historical Society of New England
9. Kathleen Castro
 - a. Little Theater of Fall River
 - b. New Bedford Festival Theater
 - c. The Fall River Coalition for Arts and Culture
10. Karen Barry
11. Cecil Barron Jensen
 - a. Artists Association of Nantucket
 - b. Egan Maritime Institute
 - c. Nantucket Cultural District

Last created August 16, 2023

12. Simone Early

13. Mark Snyder

14. Che Anderson

- a. Worcester County Mechanics Association (Mechanics Hall)
- b. Worcester Historical Museum
- c. Worcester Art Museum
- d. Institute of Contemporary Art

Procedure for dealing with conflicts of interest on Mass Cultural Council grant votes.

Prior to any Council or Grants Committee meeting, staff will compile a list of conflicts of interest by identifying any potential recipient of council funds to be voted on at that meeting to which any Council member has an identified connection. Unless a Council member indicates otherwise, it is assumed that the Council member will abstain from all discussion and any vote regarding such grantee.

A document listing these possible conflicts of interest (the "conflicts list") will be distributed to the board at the beginning of the meeting.

After presentation of grant recommendations for a particular program, before a motion for vote, the chair should refer to the list and 1) ask the members present if the conflicts list is accurate and if the members identified will abstain from votes and discussion for the relevant organizations as identified on the conflicts list and 2) ask if any other conflicts exist which should be added to the conflicts list.

After dealing with any necessary corrections or additions, the chair will then ask for a motion approving the grant/allocation recommendations noting that the Council members noted on the conflict list will abstain from discussion and votes for certain organizations in accordance with the conflicts list. It will not be necessary for any member with a conflict to leave the room as long as such member does not participate in any decision regarding the affected organization and it is specifically noted in the minutes that such member abstained from all discussion and votes regarding the specified organization.

Sample script for a meeting vote:

CHAIR: We will now consider votes approving the FY24 grant recommendations. Please note the conflicts list that has been distributed. Staff members have compiled these lists to identify members that have a real or potential conflict of interest in connection with this vote. Please indicate 1) if there are any inaccuracies on the list or 2) if any additional conflicts need to be disclosed.

[If any corrections or additions are noted by board members, the conflicts list will be amended at this time]

Noting the abstentions disclosed on the *[corrected]* conflicts list, the chair now calls for a motion to approve the grants recommendations for this program.

Then, upon motion duly and made and seconded, with the abstentions noted above, it was VOTED: ...]"

In the minutes recording this vote, the following will be included

[Council Member X] disclosed that s/he would abstain from any discussion or vote regarding the provision of a grant or other assistance to {list affiliated organizations}



Power of culture

PROGRAMS UPDATE

AUGUST 2023

Artists

Individual Creativity Grants:

Please see our grants memo about the proposed redesigned artists' program, provisionally called the Individual Creativity Grants.

Advancement:

- The [Special Commission on the Official Seal and Motto of the Commonwealth](#), to which Kelly Bennett from the Artist Dept is the Agency's representative.

Ongoing FY24 Partnerships with:

- Assets for Artists, a program of MASS MoCA that offers career-building workshops for artists.
- Work Without Limits to support grant recipients who receive public benefits.

Folk Arts & Heritage Program

- **Traditional Arts Apprenticeships:** Please see our grants memo with year two funding recommendations for 18, two-year FY24 Traditional Arts Apprenticeships.
- **Out in the Sector:**
 - July, Folk Arts and Heritage Manager Maggie Holtzberg served on the Maine Arts Commission Traditional Arts Fellowship panel.
 - August, Maggie serves on the panel of the tri-state (CT, MA, and RI) Southern New England Apprenticeship Program.
- **Partnering on Public Programming:**
 - Lowell Folk Festival (July 27-30, 2023) featured 8 Mass Cultural Council apprenticeship teams in the "[Folk Craft area, Apprenticeships: Carrying Traditional Knowledge Forward](#)."

- o Maggie was on NBC10's [Hub Today](#) broadcast talking about the program and Mass Cultural Council's support of apprenticeships on July 20, 2023.

Community Initiative

The Community Initiative which includes the Local Cultural Council (LCC) program, the Festivals & Projects Program and the Cultural Districts Initiative (CDI) will be launching 2 grant programs in the fall of 2023. The LCC grant program and the CDI Grant Program. The Festivals & Projects grant program which is staffed by both the CIP team and the Communities team completed the FY24 grant cycle and are in the process of finalizing grants to approved grantees. In FY24 the team will refill a vacant Program Officer position to complete the 7-person team. The second half of FY23 and the first few months of FY24 were spent closing out the LCC grant cycle, updating guidelines and applications as well as visiting communities and holding a Community Check in on recruiting youth LCC members. The team conducted a survey of LCC members around the Grants Management System and have incorporated changes to help the volunteers navigate the system. The team will be conducting a series of webinars and workshops as the LCC grant cycle gets underway. The Fall will be busy supporting LCCs as they manage the grant cycle as well as assisting applicants with their applications. In addition, Cultural Districts will be applying for grants for their districts mid-fall, and the team will be supporting approved applicants in the Festivals & Projects grants program.

Regional Assignments & Staffing. The Community Initiative program staff work on a regional basis in order to more fully represent and support all Cultural Partners in the communities we serve. In FY24 program staff will continue to work closely with their LCCs as well as the Cultural Districts in their regions to help them navigate the cultural space and connect them with others working culturally in their communities. The Communities team is currently comprised of 6 full time program officers and 1 Program Manager. Of the 6 program officers, one is designated to support the Cultural Districts Initiative with onboarding and designations, and one is designated to support the Festivals & Project grants.

Local Cultural Councils FY24 Local Cultural Council Recommendations. Please see Section 9 of the Council Meeting Book for the recommended town-by-town allocations for the Local Cultural Council Program in FY24.

LCC Online Application. The online application system will open on September 1st with a few new changes to help streamline the process. The Local Cultural Council members continue to have the opportunity to review applications in real time which helps facilitate their voting meetings and enables them to hold meetings sooner in the grant cycle if they wish. The LCC team will be conducting webinars to update councils and applicants of the changes. This is year 7 of the online application and it has been highly successful for councils, applicants and the Mass Cultural Council. The system allows us to gather data on applicants which can help determine who is applying, the budgets of projects, who is being funded and, who is not being funded.

Application deadline for FY24 will be Tuesday, October 17th.

Events. The team continues to visit their communities and participate in LCC meetings, LCC grant receptions, festivals and other programming where our LCCs and Cultural Districts are involved.

Advancement. The Communities Team is also working on connecting with others who are providing support or who could provide support for the cultural sector. The team will continue to assess partnerships and collaborations as the work moves forward. The team is working on a list of state agencies and others to meet with, looking at ways to deepen the relationship between the agency and municipalities, and more.

Festivals & Projects. Please see Section 9 of this Council Meeting Book for the program recommendations for The Public Programming/Festivals program in FY24.

Cultural Districts. Fifty-three (53) districts received, and are in the midst of reporting on, last year's round of CDI grants of \$15,000, totaling \$795,000. These grants are supporting sector leaders, their partners, communities, and constituents, through the implementation of equitable initiatives in areas pivotal to their sustainability and accessibility such as community-informed strategic and cultural planning and development, diversified marketing and engagement, regional and collaborative programming, and equity and access initiatives, among others. Grants in the same amount of \$15,000 will be made available to each eligible participating district in this year's FY24 cycle upon Mass Cultural Council's approval at the August 24, 2023 meeting.

New Cultural Districts. The team plans to schedule formal site assessments for up to two (2) fully developed applicants in the fall in order for official Cultural District approvals to occur in early 2024. All other interested applicants will be informed of new approval timelines, beginning in FY2025, that will follow a revised set of Cultural District designation guidelines.

Prospective Cultural Districts. Staff continues to field inquiries from, and/or has met with stakeholders in, Melrose, Watertown, Brookline, Holyoke, Hopkinton, Adams, Middleborough, Belchertown, Swansea, Westfield, East Somerville, Oak Bluffs, Stoneham, Attleboro, Roslindale, Ipswich, Groton, and Rockland about possible Cultural District designations. Staff will hold meetings, both virtual and in-person, throughout the coming months, to assess and support these prospective municipalities.

Designation Renewals. In line with new procedural protocol for districts working through their fifth year of designation, Program Officers continue to meet, virtually and in-person, with district leaders and partners to assess their successes, challenges and needs to ensure they are being properly supported as they progress to their ten-year milestone.

District Offerings. Staff continues to provide ongoing opportunities for Cultural District teams to connect and collaborate, share resources, information, and best practices, and to learn from subject matter experts on topics they've identified as their primary areas of focus such as Equity & Access, Regional & Collaborative Programming, Inclusive & Participatory Cultural Planning, and aligning State Agencies' Offerings & Opportunities.

Cultural Investment Portfolio (CIP)

The CIP team Has been working on redesign of the Portfolio/Organization Support Grant program, in addition to participating in the review process for the 1200+ Festivals and Projects applications, and supporting grantees of the Cultural Sector Recovery Grant program. The CIP team has also been working on the preparation of the Portfolio formula and grant contract process.

Although the CIP team has not been conducting site visits, we continue to provide consultations with CIP organizations and potential applicants through online platforms.

Card to Culture. CIP Program Officer Greg Torrales has updated the Card to Culture Implementation Guide, a general "how to" for all new organizations, which includes general best practices regarding staff training, patron engagement, and program promotion. Close to a hundred new organizations have applied to participate in Card to Culture program during the application period for the Festivals & Projects grants, bringing the number of participating organizations to 436.

Festivals & Projects. CIP Program Officer Kalyn King worked with Communities Program Officer Timothea Pham to quickly launch the Festivals & Projects grants for FY24, while still supporting the grantees from the FY23 grant program. This moved the F&P grant program to a time of year that is better aligned with grantees' needs. The program received over 1200 applications and the two Program Officers led the process for reviewing and scoring the applications. There is more information on the program elsewhere in the Council materials.

Gaming Mitigation. CIP Program Officer Lillian Lee is working on outreach plans and is working to simplify and streamline the application materials for FY24.

Cultural Facilities Fund

On May 11, MassDevelopment voted to finalize this year's grant recommendations.

- 60 Capital Grants: \$6,981,000
- 25 Feasibility and Technical Assistance Grants: \$668,000
- 10 Systems Replacement Plan Grants: \$99,000
- 95 Grants Total: \$7,748,000

The total dollar request to the Fund in FY23 was \$20.2 million and the combined total development costs of all projects was \$242 million.

In July, the Healy Administration authorized \$10 million for CFF in the FY24 capital spending plan. Staff is working with our partners at MassDevelopment to craft the guidelines and application for the next round of funding.

In addition, now that we have a new allocation, we are working with applicants that submitted grant proposals last round and did not receive funding to get updates and make additional grants. Those announcements will be made in October 2023.

Creative Youth Development/Education

CultureRx: Social Prescription. Three items to note were completed during this reporting period:

1. With the completion of Phase IV (FY23) [10 cultural organizations](#) submitted their final reports. 1227 prescriptions were written, received, and estimated to be fulfilled by June 30, 2023.
2. [Art Pharmacy](#) was chosen as the entity to move the work of Social Prescription forward. They were introduced to the cultural cohort in multiple Zoom meetings and through follow up correspondence. A Think Tank was designed where Art Pharmacy presented to 13 cross-sector health partners (yielding important conversation and [resources](#)). Many follow up cross-sector Zoom and in person meetings also resulted.
3. The **“Arts on Prescription: A Field Guide for US Communities”** was completed in June 2023. With a Forward by Christopher Bailey (of the World Health Organization), the publication will be released in Sept. 2023. Partnering with Dr. Tasha Golden, Director of Research at the International Arts + Mind Lab at Johns Hopkins Medicine, and members from the University of Florida Arts and Medicine, the Field Guide will provide practical steps for integrating arts, culture and nature into health and social care via arts on prescription programs. As an innovative approach to whole-person care, we are strategically designing a PR campaign for fall of 2023, as we anticipate much interest.

YouthReach and STARS. The YouthReach and STARS cohorts are both in the process of submitting final reports for their FY23 grants. These reports always provide valuable demographic and participation data as well as broad information about the current experiences and challenges with their respective fields. Especially since COVID-19, the reports help keep the agency up to date on fieldwide shifts that are happening at increased speeds. We will report back on the findings in our next update.

Redesign Work in FY24. With the implementation of the new strategic plan as of July 2023, the CYD/E team will be engaging in a process during the next fiscal year that will expand the availability of funding to more parts of the Creative Youth Development and Arts Education ecosystem. Currently, we fund 85 Creative Youth Development programs and more than 270 school residencies. While those investments have had significant impacts for young people and the Commonwealth, there is a wealth of impactful work that has not been eligible for our funding. Beginning this summer, the CYD/E team will begin sketching out a process to rethink our grantmaking with greater breadth and impact in mind, while preserving the impact and potential of our current investments.

Grant Systems Team

The Grant Systems Team of the Mass Cultural Council supports the agency's grantmaking via technical expertise of our grants management system (GMS). We are responsible for database management, reporting, technical grant application support, and providing customer service/training both internally and externally. We also contribute to policy, program design, and implementation of grant programs. We are currently a team of three full-time staff; one manager and two officers. This is our inaugural agency update as a team.

In FY23, **23,000+ applications** were processed in GMS. 15,000+ applications became approved grants (7,245 were direct grants and the remainder were grants approved by Local Cultural Councils). Due to the agency's outreach efforts and the pandemic recovery programs, we had a record number of submissions in FY23.

Prior to FY23, our team did not have a dedicated manager and in April, a long-time staff member retired. We hired a new officer with database management experience to take on his responsibilities. These **staff changes** have energized the team even though the learning curve has been steep at times.

In May, we completed a project to generate **funding lists via GMS for legislators** so they can see who is receiving funding in their districts. Prior to this, our team created these funding lists using a decentralized process.

With appreciation that organizations and individuals seek support from a variety of grantmakers, we continue to analyze GMS for areas of improvement. We regularly copy edit instructions for relevance and clarity. We employ SmartSimple Cloud software along with tools such as Geocodio, DataArts, DocuSign, the National Assembly of State Arts Agencies, and mass.gov publications to make the application and funding process as transparent and equitable as we can to our diverse cultural landscape across the state. Additionally, in July, we implemented **Multi-Factor Authentication*** for the security of our users.

In FY24, we will complete a months-long, cross-departmental project to collect grantees' signatures on **contracts electronically via GMS**. This will replace the current process of asking grantees to mail their signed contracts back to us. Additionally, we will ask applicants to complete a brief **survey** in GMS after they submit an application. We hope to collect some initial data about how our efforts to continue to make the application process as constituent centered as possible.

[*What is Multi-Factor Authentication?](#)

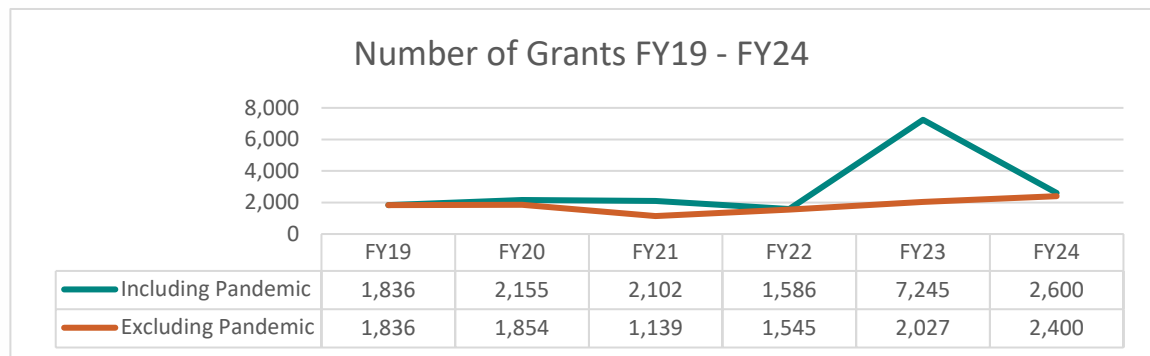


Power of culture

To: Mass Cultural Council
 Fr: Michael Bobbitt, David Slatery, Jen Lawless
 Dt: August 24, 2023
 Re: FY 24 Grant and Program Recommendations

Overview. In FY24 the Mass Cultural Council is posed to make an estimated 2,500 to 2,600 grants through its programs totaling approximately \$28,000,000.

Since the pandemic started, pandemic recovery funds and grantmaking have been an important part of the work we have done to support the sector. This year, the majority of grantmaking will be related to our core programs and represents the most awards the agency has made excluding pandemic grants.



The increase in the number of grants is supported by an increase in funding through the core grant programs as well. Due to two years of increased appropriations to Mass Cultural Council, every program has seen an increase as well. In FY23 because we paused the Artist Fellowship program, all the other programs saw significant increases. In FY24 as the grant making to individuals returns, you will see we prioritized increasing funds to that program and the other programs were held level.

| | FY22 | FY23 | FY24 | % Change FY22 - FY24 | \$ Change FY22 - FY24 |
|--|---------------------|---------------------|---------------------|-------------------------------|--------------------------|
| Artist Fellowships/New Grants to Individuals | \$1,300,000 | \$0 | \$1,875,000 | 44% | \$575,000 |
| CIP Portfolio and Gateway | \$6,309,600 | \$6,996,300 | \$6,988,800 | 11% | \$679,200 |
| Cultural Districts | \$412,500 | \$825,000 | \$855,000 | 107% | \$442,500 |
| Festivals & Projects | \$787,500 | \$1,850,000 | \$1,850,000 | 135% | \$1,062,500 |
| Local Cultural Council Program | \$4,785,000 | \$5,500,000 | \$5,500,000 | 15% | \$715,000 |
| STARS Residencies | \$1,150,000 | \$1,428,100 | \$1,428,100 | 24% | \$278,100 |
| Traditional Arts Apprenticeships | \$100,000 | \$180,000 | \$180,000 | 80% | \$80,000 |
| UP Innovation Fund | \$90,000 | \$475,000 | \$475,000 | 428% | \$385,000 |
| YouthReach | \$1,613,000 | \$1,870,000 | \$1,870,000 | 16% | \$257,000 |
| | \$16,547,600 | \$19,124,400 | \$21,023,400 | 27% | \$4,475,800 |

In FY23 our grants management system had roughly **175,000 logins** by **19,200 users**. Across all direct programs and including the Local Cultural Council Program, we had just over **23,000 applications** come in through our grants management system (half of the total applications were submitted to LCCs through our system, and the other half were submitted to our grant and other programs)

The program teams, including the grant management system team, put in an immense amount of work and time supporting applicants, potential applicants, and grantees. While we expect the numbers to decrease somewhat without the pandemic programs, we do not anticipate a significant decline in activity because we met so many new individuals and organizations through the pandemic programs and we anticipate that they will continue to apply to our core programs in FY24.

New in FY24: e-Signature Contracts. We are excited to be able to move to e-Signature this year for the contracting process. The Grant Systems Team and the Fiscal Team in Business Operations have been hard at work preparing for this big, exciting change.

The following memos describe the FY24 grantmaking and each separate program in more detail. In all cases, the Grants Committee has previously reviewed these requests and have recommended the proposals for approval by the full Council.

Cultural Investment Portfolio (Including Gateway)

(Agenda Item 9(b)(i)(a))

To: Mass Cultural Council
 Fr: Michael Bobbitt, David Slatery, Jen Lawless, Sara Glidden, Kalyn King, Lillian Lee, Gregory Torrales
 Dt: August 24, 2023
 Re: Cultural Investment Portfolio: FY24 Grant Recommendations

Summary. In this section, you will find proposed parameters for FY24 grant recommendations for nonprofit cultural organizations and Cultural Affiliates (programs with a parent organization) in Mass Cultural Council's Cultural Investment Portfolio (CIP) and Gateway.

A total of **338** organizations are recommended for grants totaling **\$6,988,800**

| <u>Category</u> | <u>#</u> | <u>Amount</u> |
|-----------------|----------|---------------|
| Portfolio | 317 | \$6,864,300 |
| Gateway | 21 | \$124,500 |
| Total | 338 | \$6,988,800 |

The amount allocated to the programs is consistent with what was allocated in FY23.

Portfolio. A list of the 317 Portfolio grantees can be found in Appendix A of the Appendices section of the Grants Committee materials.

Based on this budget, we calculated award assignments for individual Portfolio organizations. Grants are based on a formula that takes into account a three-year average of an organization's cash expenses (Formula Expenses). We maintained the Maximum grant at \$60,000 and the Minimum grant of \$6,000 with Individual Cultural Affiliates (programs with a parent organization) are capped at a maximum grant of \$20,000, and degree granting conservatories are assigned a flat amount of \$30,000.

In FY23 we implemented Equity Impact Points, which will increase grant amounts for organizations in or representing communities that have frequently been disadvantaged in access to philanthropic support. In FY 24 we will measure this based on whether an organization is [BIPOC-Centered](#) which is defined as a self-identification for organizations that are BIPOC led and/or run, and whose primary mission, programming and/or practices explicitly and specifically reflect and serve one or more communities that self-identify as BIPOC.

Background. The Cultural Investment Portfolio provides multi-year grants to nonprofit organizations that provide public programs in the arts, sciences, and humanities in Massachusetts. The program was launched in 2009.

The program established various categories of participation based on several factors, including organizational mission, duration of public programming, staff size, and track record of excellence based on previous Mass Cultural Council grant reviews. We have discontinued the Portfolio Engagement Requirement (which has been in suspension since 2020 due to the Pandemic) as we take the next steps in redesigning the program and reducing the requirements for organizations still struggling with the COVID-19 pandemic. The new Organization Support Grant program is planned to launch in spring of 2024 to replace the Portfolio, which will be phased out.

Portfolio grantees are required to submit annual financial data to DataArts, a powerful online financial tracking tool that was created by the Pew Charitable Trusts and launched in Massachusetts in 2009 through a partnership between Mass Cultural Council, Pew, and other Massachusetts funders. Grantees are also required to submit a brief Annual Report, which is useful in identifying changes or concerns.

Gateway. The Gateway Program was introduced in 2016 as a clearly defined way for organizations to move into the Portfolio. The Gateway program is being discontinued as part of the Portfolio redesign, and a new five-year renewable grant framework will be implemented on a rolling basis beginning in FY24 (for FY25 grants). The current cohort of 22 Gateway grantees will be funded in FY24, after which point, the former Gateway grantees can apply to the new Organization Support Grant program.

Award Assignments for Portfolio Grantees. Portfolio Grantees' award assignments are determined through the following process:

1. Determine available resources for Portfolio, based on the CIP program budget for the fiscal year.
2. Determine budget size for each Portfolio organization.
 - o The current model calculates budget size as the mean of the three most recent years of cash expenses, based in all but a few cases on data self-reported in DataArts. (See Cash Expense Adjustments chart below.)
 - o For the purposes of the award assignments, organizations with budgets of \$10 million and above are treated as equal.
3. Apply maximum and minimum grant amounts for the Portfolio and a maximum grant amount for Cultural Affiliates.
 - o The maximum grant is \$60,000, and the minimum grant is \$6,000.
 - o The maximum grant will be \$20,000 for Cultural Affiliates, with a limit to any single parent organization of more than one Cultural Affiliate set at \$30,000.

- o Apply a designated grant amount of \$30,000 for degree-granting art colleges or conservatories. This affects two organizations: New England Conservatory and Boston Conservatory at Berklee.
- 4. Run budget-based formula incorporating the above maximum and minimum grant amounts. Under this formula, larger organizations receive larger grants, but smaller organizations receive larger percentages of their operating budgets from the Mass Cultural Council.
- 5. Assign Equity Impact Points to increase the grant awards to organizations representing communities that have frequently been disadvantaged in access to philanthropic support.
- 6. Identify and adjust groups that had annual reporting compliance issues.
 - o Organizations that did not meet the annual reporting requirements by **May 31, 2023**, will have their FY24 grant amount reduced by 25%. Five Portfolio and two Gateway organizations missed the May 31, 2023 deadline.
 - o Any organization remaining non-compliant with the annual reporting requirements after **June 7, 2023**, will be ineligible for a FY24 Cultural Investment Portfolio/Gateway grant. One organization missed the June 7, 2023 deadline.

CIP Review Process Details. In Appendix B you will find the following information on the CIP program:

- Cash Expense Adjustments
- Suspensions and Deletions
- Organizations below minimum Cash Expenses of \$50,000
- Holds
- Reduction of Grant

Reconsideration Requests. There were no requests for reconsideration on any of the penalties or reclassifications we are proposing.

If there are further questions, please do not hesitate to contact CIP staff:

- Sara Glidden, Program Manager, Portfolio Organizations and CIP Gateway: (617) 858-2710
- Kalyn King, Program Officer, Portfolio Organizations and Public Programming Grants (617) 858-2718
- Lillian Lee, Program Officer, Portfolio Organizations and Gaming Mitigation (617) 858-2737
- Greg Torrales, Program Officer, Portfolio Organizations and Card to Culture: (617) 858-2722

Media Transition Grants

(Agenda Item 9(b)(i)(b))

To: Mass Cultural Council
 Fr: Michael Bobbitt, David Slatery, Jen Lawless, Sara Glidden, Kalyn King, Lillian Lee, Gregory Torrales
 Dt: August 24, 2023
 Re: Media Transition Grants: FY24 Grant Recommendations

Summary. For several years, Mass Cultural Council has provided what we called “Media Partnership Grants” by which we supported nonprofit media organizations by purchasing radio sponsorships to 5 public media providers throughout the Commonwealth to promote our grantees and position Mass Cultural Council as a vital source of support for the cultural sector.

After much discussion, in FY23, staff determined that it was in the agency’s best interest to separate the issue of promoting the agency’s grantees and mission through purchased advertising from our mission to support cultural organizations which are public media companies through grants. Focusing our messaging and advertising purchases on reaching new markets and new constituents will let us connect with media that reach historically underrepresented communities without conflating that issue with aim of supporting specific cultural organizations. As a result, the former Media Partnership Grantees received “Media Transition Grants” in FY 23

We are proposing to continue this practice and make FY24 be a second transition year and make “bridge” grants to these 5 media organizations. FY24 will be the final year for the Media Grant category, as those organizations will be eligible to apply for the Organization Support Grant program.

FY24 Funding Recommendations

The FY24 recommendation represents level funding from FY23.

| Organization | FY24 Grant Amount |
|--------------------------------|-------------------|
| WICN Public Radio, Inc. | \$8,000 |
| New England Public Media, Inc. | \$8,000 |
| WGBH Educational Foundation | \$38,000 |
| WBUR Public Radio | \$38,000 |
| WERS-FM | \$8,000 |

\$100,000

Gaming Mitigation Program

(Agenda Item 9(b)(i)(c))

To: Mass Cultural Council
 Fr: Michael Bobbitt, David Slatery, Jen Lawless, Sara Glidden, Lillian Lee
 Dt: August 24, 2023
 Re: FY24 Gaming Mitigation Program

Background. The Gaming Mitigation Program aims to mitigate a direct threat to the sustainability of non-profit and municipal performing arts centers in Massachusetts through one-year grants (provided by the Gaming Mitigation funds). Funding decisions are determined by a formula based on the percentage of performances that included an eligible touring artist, and the amount of fees paid to those eligible artists.

The Commonwealth's Casino Gaming Law (MGL Chapter 23K) provides that 2% of the Commonwealth's gross gaming tax revenues to be transferred to a special statutory fund called the Massachusetts Cultural and Performing Arts Mitigation Trust Fund (herein, the "Fund") for, among other things, Mass Cultural Council to use 75% of such funds (after an allowable 7% reserve for expenses), to administer and implement a Gaming Mitigation Program "to support not-for profit and municipally-owned performing arts centers impacted as a result of the operation of gaming facilities".

In early 2020, the Council approved the first round of funding of the Gaming Mitigation Program in the spring of 2020 (Approximately \$3.34 million), the Council approved a second cycle of the program in May 2021 supplemented with additional funds in January 2022 (\$3.675 Million), and the Council approved a third cycle of the program in January 2023 (\$3.74 Million).

Summary of Third Cycle (FY23). In total, 43 performing arts centers across the Commonwealth received \$3.74 million. The minimum grant was raised from \$2,500 to \$5,000, so grants ranged from \$5,000 to \$250,000. Of the 43 grantees, 9% were new to the program (86% were returning FY22 Gaming grantees and 5% were returning FY21 Gaming grantees) and 7% self-identified as BIPOC organizations.

Proposed Process of Fourth Cycle (FY24). For this year, there will be no significant structural changes to the application or guidelines. During the previous cycle, some organizations noted that they had not been able to fully resume programming until 2022, and therefore did not apply. Given that, we do anticipate more organizations applying in FY24 as they will be asked to report on performances and fees paid to artists for calendar year 2022. We will continue our outreach efforts to reach new and varied organizations and hope to see an additional increase in new organizations for this year's cycle.

FY24 Program Allocation. Under the Massachusetts Gaming Law (MGL Chapter 23K), Mass Cultural Council receives on a monthly basis, 2% of certain casino taxes collected by the Commonwealth. Per statute, these amounts are dedicated first to expenses (7%), then to the Gaming Mitigation Program (75% after expenses) and "organizational support" (25% after expenses). The amounts intended to be used the FY24 Spending Plan but are expected to come in during the year.

Staff is proposing to provide a program allocation of up to whatever funds are available for Gaming Mitigation in the fund as of 12/31/2023 for the fourth cycle of funding under the program. We are estimating a similar amount as the third cycle (\$3.74 million), but the available amount could be more or less depending on the performance of the casinos.

Proposed Timeline. (Dates are subject to change/approval):

- **December 5:** Guidelines and Application available
- **December 7:** Gaming Mitigation Info Session
- **February 1, 2024:** Applications due 11:59 PM EST
- **Late February/Early March 2024:** Review complete and award amounts determined
- **March 2024:** Contracts mailed to grantees

Cultural District Investment Grants

(Agenda Item 9(b)(ii)(a))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Lisa Simmons, Carolyn Cole, Timothea Pham, Jay Wong, Hanako Brais & Guelmi Espinal

Re: Cultural Districts Initiative – FY24 Grant Recommendations

Dt: August 24, 2023

Summary. For FY24, we are recommending an \$855,000 allocation to the Cultural Districts Initiative to support placemaking and placekeeping efforts in the prospective Districts. Staff is recommending a \$15,000 grant per district, consistent with what was approved in the previous FY23 year. The \$855,000 represents a 0% increase in the awarded amount of individual district grants from FY23.

- There are currently **fifty-five districts** designated listed in **Appendix C** each to receive grants of up to \$15,000 for a total of **\$825,000**.
-
- Additionally, we wish to set aside a reserve of **\$30,000** for up to an additional **two new districts** currently going through the designation process.

Should all existing districts receive the full \$15,000 available to them and if the Council approves two additional districts, the total program allocation in FY24 will be \$855,000.

Grant Process and Reporting Requirements. There are no major changes to the FY24 guidelines, application, or review process. To receive funds, a municipality must apply through a streamlined application process agreeing to allocate the funds in support of Cultural District activities and goals. Unless otherwise directed, the funds will go to the municipality to disburse. Applications are reviewed internally by staff. The grant must be spent in FY24, and a Final Report is due in July, 2024.

Local Cultural Council Program

(Agenda Item 9(b)(ii)(b))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Lisa Simmons, Timothea Pham, Carolyn Cole, Jay Wong, Hanako Brais & Guelmi Espinal

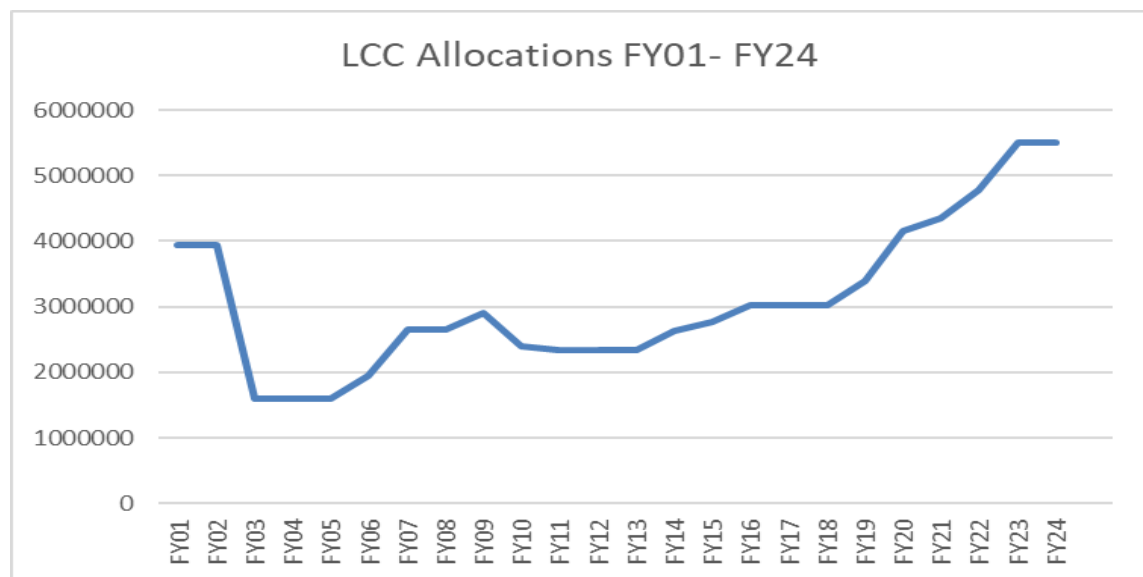
Dt: August 24, 2023

Re: FY24 Local Cultural Council Allocations

Summary. This memo presents recommended allocations for each of the MCC's 329 Local Cultural Councils (LCCs) in FY24. Mass Cultural Council's FY24 Spending Plan calls for an allocation of \$5,500,000 to the Local Cultural Council Program. This figure represents level funding from the previous FY23 fiscal year.

Summarizing the last 24 years of LCC Program: From FY11 – FY18 there was a steady increase but on average the LCC's were level funded and from FY19 to the present the increases have been modest to significant, and with the increase in the FY23 budget the LCCs saw an increase from \$4,785,000 to \$5,500,000.

For reference, below is a chart that summarizes the last 24 years of LCC Program allocations.



Local Cultural Council Allocations. In FY24, all 329 Local Cultural Councils will receive the same allocation that they received in FY23. The recommended allocations for all 329 Local Cultural Councils are detailed in **Appendix D**.

Each council's individual allocation is determined by following the Department of Revenue's percent distribution of lottery funds to each city and town, which is done using a state local aid formula, based on population and property values. Because funding has remained level this year, there is no change to the minimum allocation a council will receive (\$5,500).

Local Cultural Council Program Updates. The FY24 LCC Program guidelines are available online. Updates to the FY24 guidelines include:

- To help cover rising costs, we strongly encourage grants of at least \$250 to grantees.
- LCCs now have the option of funding for-profit entities that propose projects that provide public benefit. LCCs continue to have the option to limit or prioritize the applicants they fund using their local guidelines.
- Clarified that "public entities" include Tribal, Federal, State, and municipal government entities.
- Clarified that sole proprietors are considered individuals and are eligible.
- Specified that advancing diversity, equity, inclusion, and access is part of evaluating public benefit, and updated public benefit question in application.

YouthReach

(Agenda Item 9(b)(iii)(a))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Erik Holmgren, Käthe Swaback, Amy Chu

Dt: August 24, 2023

Re: FY24 YouthReach Grants

Background. The YouthReach Initiative was launched in 1994 to support learning opportunities that infused youth development practices with creative experiences for young people– especially those at risk of not making a successful transition from adolescence to young adulthood. The program has received several national awards and has been replicated by the Ohio and Colorado arts councils. More than 40 YouthReach grant recipients have been also honored over the years with *National Arts & Humanities Youth Program* (formerly *Coming Up Taller*) awards from the President’s Committee on the Arts and Humanities, recognizing exemplary arts and humanities programs.

Massachusetts Cultural Council has consistently been a leader in the support and growth of work in Creative Youth Development. YouthReach is currently the longest running grant program to support CYD and, in March 2014, Mass Cultural Council celebrated the 20th anniversary of the grant program by hosting 200 thought leaders at the [National Summit on Creative Youth Development](#), which catalyzed the growth of CYD into a national field of practice.

In December of 2014 the Mass Cultural Council also launched SerHacer, the first public grant program to support El Sistema-inspired work in the United States. That program ran alongside YouthReach. As a result of our work in consolidating and simplifying our program offerings we merged the two programs under the name YouthReach.

FY24 Recommendations. We are pleased to bring forward recommendations for 85 YouthReach grants totaling \$1,870,000, with each program receiving a \$22,000 grant:

- 33 YouthReach Partners
- 32 Applicants for continued YouthReach funding
- 20 Applicants with programs new to YouthReach funding

We anticipate these investments reaching more than 10,000 young people across the Commonwealth, 80% of whom are BIPOC. This recommendation is the result of an application process for three-year grants that took place during the previous fiscal year to provide funding from FY23-25 for successful applicants. FY24 represents year two of that three-year funding commitment. The lists of YouthReach grants can be found in **Appendix E**.

STARS Residencies

(Agenda Item 9(b)(iii)(b))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Erik Holmgren, Käthe Swaback, Amy Chu

Dt: August 24, 2023

Re: FY24 STARS Residencies Program

Summary. We are recommending level funding for the STARS Residencies program in the amount of \$1,428,100. This will result in an estimated 250 to 300 grants in FY24 to schools and organizational or individual cultural partners.

Background. STARS Residencies provides grants of \$2,500-\$6,100 to support residencies in Massachusetts K-12 schools of 3 days or more with a teaching artist, scientist, or scholar. In FY23, we made several changes to the program to increase equity, access, and inclusion, including:

- First-time applicants or applicants that have not received funding from Mass Cultural Council in the last three fiscal years.
- Residencies serving schools with student populations that are 50% or more Black, Indigenous, and/or People of Color (BIPOC) as reported by DESE.
- Residencies for schools located in cities and towns that are below the state's median household income and below statewide educational attainment (the percentage of adults who have attained at least a bachelor's degree). This includes, but is not limited to, places designated as Gateway Cities. [A full list of these under-resourced communities is available.](#)

As a result of these changes, we received 335 eligible applications in FY23. 75% of these addressed one or more priority areas listed above. Of the funded applications:

- 35% (95 applicants) have not received funding from Mass Cultural Council in the last three fiscal years.
- 54% (148 applicants) of residencies are at schools with student populations that are 50% or more BIPOC as reported by DESE.
- 57% (156 applicants) of residencies are at schools located in cities and towns identified as under-resourced.

FY24 Program Updates. In FY24 we plan on carrying through the program with only modest changes from a successful FY23, including:

- Adding a new funding priority for schools with student populations that are 25% or students with disabilities as reported by DESE.
- Adding a new funding priority for schools with student populations that are 45% or more low income students as reported by DESE.
- Changing the under resourced community funding priority to a tie-breaking mechanism along with geographic distribution.
- Eliminating evaluative scoring of application responses.

Unlike many programs submitted to the Grants Committee for approval and recommendation to the full Council, FY24 grantees under the STARS program have not yet been identified; grant awards are made pursuant to an application process previously approved by the Council.

Creative Youth Development and Education Grants

((Agenda Item 9(b)(iii)(c), (d) and (e))

To: Mass Cultural Council Grants Committee

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Erik Holmgren, Käthe Swaback, Amy Chu

Dt: August 4, 2023

Re: Creative Youth Development and Education Grants

Overview. In addition to YouthReach and STARS Residencies, we are pleased to present for your review recommendations for funding for Poetry Out Loud, and several service initiatives that include the Johnson String Project and the Youth Arts Impact Network. Information about CultureRx – Social Prescription is included later in meeting materials.

FY24 Recommendations

| Organization | Initiative | Grant |
|----------------------------|----------------------------------|-----------------|
| Edvestors | Youth Arts Impact Network (YAIN) | \$36,000 |
| Huntington Theatre Company | Poetry Out Loud (POL) | \$20,000 |
| Johnson String Instrument | Instrument Library | \$15,000 |
| | | \$71,000 |

Youth Arts Impact Network (YAIN). With a goal of extending the services of convenings and consulting beyond the greater Boston area to the rest of the Commonwealth, Mass Cultural Council formalized our partnership with EdVestors in FY21 to support funding for the Youth Arts Impact Network. In FY22 and FY23 we partnered with EdVestors to bring these services to potential and existing CYD organizations and school-based partnership organizations outside of Boston (FY22 budget of \$22,150 and FY23 budget of \$30,419).

Organizations throughout the state have now been able to access the services of consultant, Julia Gittleman, PhD for planning, evaluation, and program development support. In addition, they participated in quarterly networking opportunities with related, shared resources. In FY23, Julia Gittleman provided one-on-one consultations with **33** organizations or programs for a total of more than **90** individual consulting sessions, representing considerable geographic diversity. These services covered a range of topics and served organizations of varying sizes and maturity. Important to note is some of these organizations learned of the resources through various channels and were not necessarily recipients of Youth Reach funding. For example, A. R. T. S Foundation in Brockton learned of the free consulting services and contacted Julia, who worked with them on building out their arts program for young people in Brockton.

In FY24, we would like to continue to offer resources equitably across Massachusetts through our partnership with EdVestors, continuing our thought partnership with YAIN. We request to expand our investment in FY24 to \$36,000. Funding will allow consultant Julia Gittleman to continue to provide resources and guidance on redesigning, evaluating and improving programming to address the many challenges of the effects of the COVID-19 pandemic for a wide range of youth arts serving organizations from across the state whether or not they currently receive Mass Cultural Council funding. YAIN can foster the needed networking and trainings that the CYD sector, STARS, and Teaching Artists have all requested as necessary to their recovery and sustainability. This will allow us to consolidate and align our systems with the greatest possibilities for access. We will prioritize under-resourced communities (with a focus on BIPOC communities), as we center our work on supporting practitioners and building cross-sector partnerships to enhance our impact, bolster the ecosystem, and strengthen our infrastructure.

Poetry Out Loud. Again, this year, we will be contracting with the Huntington Theatre Company to implement the national Poetry Out Loud program on behalf of Mass Cultural Council here in Massachusetts. POL is a program of the National Endowment for the Arts (NEA) and the Poetry Foundation. The NEA fully funds this program. The \$20,000 for the contract is designated for the program by the NEA in their grant to us. The Huntington Theatre Company raises in excess of \$50,000 in additional funds to carry out the program, which has been one of the five largest programs in the country for the last twelve years and the largest in New England those years as well.

Johnson String Project. The Johnson String Project continues to work closely with music programs supported through YouthReach to remove the barriers and burdens of purchasing, renting, and maintaining an instrument for programs and families. Eligible programs receive an allocation of instruments that include all maintenance and insurance in addition to the ability to swap instruments out for different sizes as needs change. For families, this program means they do not need to travel to a string instrument shop to purchase or maintain an instrument, making high quality instruments available without the traditional barrier of transportation, cost, and potentially unwelcoming store environments. In FY23, Johnson String Project provided more than 300 instruments to YouthReach supported programs. For FY24 we are proposing a reduction of funding from \$30,000 in FY23 to \$15,000. This reduction is part of our redesign process based on our new strategic plan that will have a likely outcome of providing an opportunity for the Johnson String Project to apply for funding on a yearly basis beginning in FY25, rather than being a stand-alone outside grant.

Festivals & Projects

(Agenda Item 9(b)(iv)(a))

To: Mass Cultural Council Grants Committee

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Kalyn King, Timothea Pham

Dt: August 24, 2023

Re: FY24 Festivals & Projects Program

Summary. This memo presents the funding scenario for the Mass Cultural Council Festivals & Projects program in FY24. The Mass Cultural Council's FY24 Spending Plan calls for an allocation of \$1,850,000 to support programs incorporating the arts, humanities, or sciences that provide community and/or public benefit. These grants are meant to expand access to a wide range of cultural experiences and support a program's sustainability. This year, the Festivals & Projects program will grant \$2,500 to eligible applicants. After receiving a total of 1,238 grant applications, the program will seek to fund 740 grants, the same amount funded in FY23. A list of the 740 grantees can be found in in **Appendix F**.

With the feedback that we have gotten from applicants, we ran the FY24 cycle as soon as possible to allow festival producers and organizations more time to plan their programs and to receive their funds in advance. This cycle, we made large efforts to broaden eligibility further by not requiring that a project be fully cultural but would need to incorporate the arts, humanities, or interpretive sciences in some way. This opened the door further for new applicants. Through collaboration with Public Affairs and other Program Staff, we successfully enhanced the visibility and engagement of the grant program. Our objective for this cycle was to achieve a minimum of 1,000 applications was met, building on the receipt of 777 grant applications in FY23.

Applicant Eligibility. Eligibility is intentionally broad and includes the following: Federally or state-recognized tribes and Urban Indian organizations; fiscally sponsored organizations; small for-profit corporations, cooperatives, partnerships, or Limited Liability Companies; municipal entities such as Local Cultural Councils, public libraries, and recreational departments; and Massachusetts nonprofits. Ineligible entities will include those receiving funding from Mass Cultural Council's Cultural Investment Portfolio program or YouthReach program during FY24.

Program Eligibility. Eligible programs will include projects, festivals, and/or activities incorporating the arts, humanities, or sciences, that are intended for and promoted to members of the general public, or intentionally serve portions of the general public requiring specific accommodations. These programs will have most of their activity taking place between July 1, 2023, and June 30, 2022. Projects must have a minimum of \$2,500 in cash expenses, but there are no limits on overhead or indirect costs.

FY24 Program

We received 1,238 applications. Seven applications were either withdrawn or were duplicates leaving **1,231 submitted applications**. Based on our review, **1,200 applications were eligible per the guidelines, and we are able to fund 740.**

Review Process. Staff reviewed applications for eligibility, reviewed the responses related to funding priorities for accuracy related to the funding priorities to ensure accurate scoring, and rated one funding priority based on the information provided in the application. Applicants who made obvious errors, such as the wrong year for their program and/or incorrectly completed questions about their eligibility/legal status were given the opportunity to correct those errors and resubmit their application. Each application was reviewed by at least two staff people and the review group then held multiple meetings discuss make final recommendations.

Funding Priorities. Because we could not fund all eligible applications, funding priorities were used to decide which eligible applications would be recommended for funding. Scores were calculated by reference to prioritization categories. Each applicant's score was determined based on the following prioritization factors:

- First-time applicants or applicants that have not received funding from Mass Cultural Council in the last three fiscal years.
- Applicants and projects representing communities who have been historically underfunded, including:
- Applicants that self-identify as "BIPOC-Centered," according to Mass Cultural Council's definition.
- Applicants/projects located in cities and towns that Mass Cultural Council has defined as "under-resourced communities."
- Applicants participating in the agency's Card to Culture programs.
- Projects/events that are free to the public.

Geographic Distribution. To ensure equitable geographic distribution, the number of grantees is proportionate to the number of applications from each region.

Tie-breaking. After prioritization and geographic distribution were applied, if several applications with the same prioritization factors were tied for the final available award(s), a lottery style randomization was used to determine how the tie would be broken.

FY24 Grants

Regional Breakdown

| Region | # Applications | % of Pool | # Grants | % of Pool |
|----------------|----------------|-----------|------------|-----------|
| Central | 105 | 8.5% | 63 | 8.5% |
| Greater Boston | 352 | 28.6% | 212 | 28.6% |
| Metrowest | 96 | 7.8% | 58 | 7.8% |
| Northeast | 169 | 13.7% | 101 | 13.6% |
| Southeast | 278 | 22.6% | 167 | 22.6% |
| Western | 231 | 18.8% | 139 | 18.8% |
| | 1,231 | | 740 | |

We are proposing grants in 197 cities/towns (56% of MA Cities/Towns). This is approximately equivalent to the number of cities and towns we granted to in FY23. FY24 saw an increased number of applications from every region except for Metrowest.

Priority Area highlights for Grantees:

- 188 Grantees self-identified as BIPOC Centered (25%)
- 367 Grantees received no funding in FY23, FY22, FY21 (50%)
- 136 Grantees are a part of Card to Culture (18%)
- 313 festivals/projects are taking place in Priority Communities (42%)
- 518 festivals/projects are entirely free (70%)
- 631 festivals/projects fully incorporate the arts, humanities, and sciences (85%)

The program is jointly managed by Timothea Pham from the Communities team and Kalyn King from the Cultural Investment Portfolio team. We would also like to acknowledge the extensive assistance and support we received from Sara Glidden, Lisa Simmons, Jen Lawless, Hanako Brais, Lillian Lee, Greg Torrales, and Jay Wong during the review process. Sara, Hanako, and Jay also assisted with program inquiries from applicants throughout the cycle. Additional thanks extend to all members of the Grants and Cultural Equity and Access Initiatives teams, especially Deborah Kenyon and Charles Baldwin.

Please let us know if you have questions or need additional information and sincerely appreciate the opportunity to work on this new iteration of these programs.

UP Innovation Fund

(Agenda Item 9(b)(iv)(b))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Catherine Cheng-Anderson, Jen Lawless, Charles Baldwin

Dt: August 24, 2023

Re: UP Innovation Fund

Summary. The Innovation Fund is a financial award to organizations that have previously obtained from the Agency an UP Designation. The UP Innovation Grant is for the purpose of enabling these organizations to enact "Access"-foundational, sustainable, aspirational. The grant is awarded each year of an organization's UP Designation status, which is currently a 5-year badge earned via direct application or upon completion of the UP Initiative Learning Network (ILN). In FY24 we have recommended a program allocation of \$480,000 which represents level funding to what was approved in FY23.

Background. Between 2015 and 2022, organizations applied to the UP Initiative, either directly or via the ILN, earning a 5-year UP Designation. This entitled them to apply for the UP Award (\$10k unrestricted grant for achieving Accessibility, determined by peers and panelists), the Innovation Fund (\$3k for accessible practice development), and the LEAD stipend (\$1k for staff professional development at the LEAD Conference). In FY2023, UP Designation applications were halted to develop a Disability Equity Plan to enhance the efficacy, growth, and sustainability of the Learning Network, and address internal policies for Disabled or Deaf individuals. The Innovation Fund then became a 5-year monetary grant for all organizations with UP Designation. Of the 97 eligible organizations in FY23, 95 accepted a \$5k grant for accessibility improvements. (Two didn't accept; one had closed, and the other lacked capacity.) Monthly UP meetings provided support on ADA obligations, Access Plans development, technological assistance, local resources, and emphasized the voices of people with disabilities in cultural institutions.

FY24 Award. While the status of the UP Designation is being reviewed by consultants from Open Door Arts (FY23) for impact and sustainability and applications for both UP Designation and the ILN have been paused for FY24, the Innovation Fund was met with great success by recipients noting both the ease of the application (a simple confirmation on status and criteria) and the investment by the Mass Cultural Council to provide funding. For FY24, staff is requesting the Innovation Fund consist of a \$5,000 grant to each of the 96 organizations with UP Designation at a total cost of \$480,000. A list of these Organizations can be found in **Appendix G**.

Social Prescription – CultureRx

(Agenda Item 9(b)(iv)(c))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jen Lawless, Erik Holmgren, Kätthe Swaback, Amy Chu

Dt: August 24, 2023

Re: Social Prescription - CultureRx

Summary. For FY25 we are recommend a \$175,000 grant to Art Pharmacy for Social Prescription.

Background. Mass Cultural Council launched the CultureRx Initiative: Social Prescription in January 2020, as the first social prescription initiative focused on the arts and culture in the United States. The first phase of our pilot included eight cultural organizations working with two professional care providers. Phase II and III of the program ran from July 2020 through June 2021 and expanded the program to include 12 organizations from throughout the state. The results of Phase III were captured in the [Mass Cultural Council's "CultureRx" Evaluation Report](#) and through peer-reviewed studies. The report highlights the impact and potential of the social prescription of cultural experiences for patients, providers, and cultural organizations.

In Phase IV (FY23) we funded 10 cultural organizations and continued to build upon the success and support of this initiative while integrating the robust recommendations from Dr. Golden's report. In FY23, medical and social service providers were able to "prescribe" creative activities like art classes, dance lessons, and visits to museums, nature, and theaters for a total of 1,227 prescriptions written and estimated to be fulfilled.

In addition, the focus for FY23 was to find the next entity to house this initiative, so that Social Prescription could be brought to scale. Consultant Amy Bantham conducted over 30 interviews with cross-sector partners and designed a Think Tank for 13 cross-sector health partners (yielding important resources). Many follow up cross-sector Zoom and in person meetings also resulted.

Art Pharmacy was chosen as the entity to move the work of Social Prescription forward. They are best able to explore and implement systems that provide reimbursements through insurers and managed care providers.

Proposal for FY24. "Arts on Prescription: A Field Guide for US Communities" will be released in Sept. 2023. Mass Cultural Council has partnered with Dr. Tasha Golden, Director of Research at the International Arts + Mind Lab at Johns Hopkins Medicine, and the University of Florida Arts and Medicine to create a Field Guide providing practical steps for integrating arts, culture and nature into

health and social care via arts on prescription programs. As an innovative approach to whole-person care, this new field guide will gain much interest. We are strategically designing a PR campaign for fall of 2023.

[Art Pharmacy](#) has supported art/culture prescription since 2021 and will be expanding to NY, MA, and CA in 2024. The goal for FY24 is for Art Pharmacy to fully implement social prescription (art/culture/nature) in MA in three regions. Art Pharmacy will work with staff to establish the size and scope of social prescription that can be undertaken this year and next by:

1. Designing and beginning to implement how best to sustain, scale and replicate Social Prescription in Massachusetts. Identify possibilities, target population(s), and regions.
2. Facilitating cross-sector partnerships with public health, social services, insurance, other funders and the cultural sector. Identifying cross-sector partners in healthcare, health plans, and others who may have a valued-added benefit in partnerships.

In partnership with Art Pharmacy and with the publication of the Field Guide, we will be able to effectively partner with other state agencies, health providers, and cultural organizations to enhance the scaling of this initiative, while positively impacting providers, patients, and communities.

Through this \$175,000 grant, Art Pharmacy will:

- Support at least 600 doses of art and culture prescriptions in three regions
- Build and sustain relationships with arts and cultural partners, health practitioners, payers, funders, and insurance providers.
- Offer a third-party asynchronous training modules for arts and health, psychological first aid, and DEI/Cultural Humility and will provide semi-annual live Webinars
- Address equity, access, and barriers to engagement (such as transportation, caregiver needs, language access and lack of childcare.)
- Begin filling prescriptions within 120 days of contract execution.
- Offer group, individual, receptive and active arts engagements that are in-person and virtual.
- Provide prescriptions through the dedicated support of a Care Navigator – a coordinator who recommends arts and culture engagements that are appropriate for health goals and interests (They also work to address any barriers patients may have to accessing engagement opportunities and they will check in to gauge success of connection).
- Track uptake and adherence and patient satisfaction.

Art Pharmacy's Care Navigation team is trained in psychological first aid and equipped to refer patients to appropriate crisis resources. Art Pharmacy also utilizes the WHO-5, a validated emotional well-being index, to assess and monitor patient well-being and progress. Patients are assessed via the WHO-5 at intake, after participation in each arts and culture engagement, and at the conclusion of their prescription. In addition to assessing patient well-being via the WHO-5,

Equity, Inclusion, and Access Grants

((Agenda Item 9(b)(ii)(d), (e), (f) and (g))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Catherine Cheng-Anderson, Jen Lawless, Charles Baldwin, Cheyenne Cohn-Postell, Carmen Plazas

Dt: August 24, 2023

Re: Equity, inclusion, and Access Grants

Overview. In addition to Festivals & Projects, the UP Innovation Fund, and Social Prescription, we are pleased to present for your review recommendations for funding for four additional grants that promote equity, inclusion, and access including a grant to expand/scale up the UP Innovation and Learning Network (ILN), funding for the Cultural Equity Learning Community, The Network for Arts Administrators of Color, and the Truth and Healing – Reconciliation Event.

FY24 Recommendations

| Grantee Organization | Initiative | Grant Amount |
|------------------------------------|---|------------------|
| 1. Arts Connect International | Cultural Equity Learning Community (CELC) | \$62,500 |
| 2. ArtsBoston | Network for Arts Administrators of Color (NAAC) | \$70,000 |
| 3. MA Commission on Indian Affairs | Truth Commission | \$5,000 |
| 4. [Grantee TBD through RFP] | Scale up the UP Innovation and Learning Network | \$20,000 |
| TOTAL | | \$157,500 |

1. **Cultural Equity Learning Community(CELC).** Mass Cultural Council has been supporting the development of the Cultural Equity Learning Community (CELC) program, through Arts Connect International (ACI), from its beginning. The goal of that support has been to help create an online community and educational platform open to members of the arts and cultural sector in Massachusetts that are committed to building intersectional racial equity and creative justice, as well as subsidizing the use of the platform for these cultural workers and creatives.

The CELC 2.0 cohorts in FY22 were the first to try the platform while we were still refining the program & infrastructure.

- Summer Cohort (July 22 - December 22)
- Fall Cohort (September 22 - March 23)

The CELC 2.0 cohorts in FY23 were our first effort at encouraging attendance to and subsidizing the cost of registration.

- Summer Cohort (August 23 – January 24) – 260 participants
- Fall Cohort (January 24 – June 24) – 285 participants
- Registrants who did not actually start – 106

The program available to each cohort is open for six months but is often extended by 1-2 months at the request of registrants.

For FY24 a total grant to ACI of \$62,500 is recommended. This award amount will underwrite 250 total course participants at \$250 each between the CELC Summer and Fall cohorts. This grant will be specifically dedicated to residents and members of the Massachusetts cultural community, but not paid on a reimbursement basis.

In FY24 Mass Cultural Council has expressed desire for the CELC program to continue focusing their recruitment and enrollment to residents that are BIPOC, located in rural areas, individuals with disabilities, and those with limited access to similar learning opportunities.

CELC 2.0 Commitments & pricing. In addition to watching and/or reading the 12 pre-recorded lecture sessions and continued learning resources, available via the learning platform Miestro, participants have the option to participate in:

- Peer-to-peer mentorship - The CELC team makes the initial match based on stated preferences, and then participants choose how frequently to meet. Matches deepen learning through cohort support.
- Drop-in meetings - This is a space to process the course content in a facilitated group setting. Drop-ins will take place in groups no larger than thirty.

“The CELC is offered with a sliding scale payment structure. The CELC team recognizes that many arts organizations and individuals face challenging economic realities particularly exacerbated by COVID-19. We honor and appreciate all support, and above all else, your participation in this work is the most important thing.”

Tickets available include:

Suggested Donation [**\$250**]

Equity Supporters [**\$500**]

Equity Champions [**\$1,000**]
 50% off Tix [**\$125**]
 Free Admission Tix [**\$0**]

2. **Network for Arts Administrators of Color (NAACBoston).** ArtsBoston and the Network for Arts Administrators of Color, Boston (NAACBoston) have requested renewed support from Mass Cultural Council. A \$70,000 grant would support the below-described activities in FY24. Additional funds to support the total program budget for NAACBoston in FY24 of \$243,526 (reflecting more complete full-cost budgeting than prior year proposal submissions) will be allocated from foundation, corporate, and unrestricted individual giving to ArtsBoston on behalf of NAAC.

Mentorship & Sponsorship Program: In August, 2023, NAACBoston will open applications for the fourth cycle of its Mentorship & Sponsorship program, which supports a learning cohort of BIPOC leaders in different stages of their professional development, pairing early-career professionals with Mentors for individual support, guidance, and role modeling, as well as mid-career professionals with Sponsors who can tap into resources of power and open doors. The FY24 cycle will run from December, 2023-May, 2024, with six Mentor/Mentee pairs and six Sponsor/Sponsee pairs. Regular one-on-one meetings for each pair will be complemented by a series of six interactive panel discussions with guest speakers, which are designed to engage the full NAACBoston membership. Panels will be held in-person and on Zoom at partnered locations such as Boston Children's Chorus and the Pao Arts Center, with live virtual and recorded options that will extend the reach of these offerings to arts professionals across the Commonwealth.

Member Convenings: Responding to members' desire to spend time together and building on our two successful mixers in FY23, for which NAACBoston collaborated with the Eliot School, Coolidge Corner Theater, the Secret Society of Black Creatives, and RoxFilm, NAAC will host four NAACBoston member social events in partnership with small arts venues, BIPOC-owned businesses, and other Boston-based and statewide networks of Black and Brown professionals. NAACBoston will facilitate free and discounted tickets to ArtsBoston member organization events, as well as additional community-building opportunities. The program also plans to deepen collaborations with media and film creatives begun in FY23 and leverage staff networks, member connections, and the enhanced searchability of the NAACBoston database to reach out to additional members, collaborators, and untapped areas of the arts and culture sector.

Member Services: Building on momentum, NAACBoston will continue to spread the word about NAACBoston to attract new members. Streamlining our processes and systems will make NAACBoston more accessible and visible to prospective and existing members, collaborators, funders, and the public. To

learn how to better serve the network, we are surveying members via one-on-one conversations to learn about their lived experiences as arts administrators, artists, and NAACBoston members. Program staff are also researching new platforms for sharing resources, while assessing how to improve current offerings such as NAACBoston's listserv, newsletter, and social media platforms. This work will extend NAACBoston's reach not only in Greater Boston but statewide. Further, the program is currently recruiting additional Steering Committee members to help guide, support, and plan for NAACBoston's next chapter.

3. ***Truth Commission.*** Suffolk University Law School, Ohketeau Cultural Center, UMass Boston, and the Institute for New England Native American Studies, with the support of the Massachusetts Commission on Indian Affairs, have begun the process of understanding the possibilities of a Truth Commission in the Commonwealth of Massachusetts. One of the essential needs voiced by Tribal citizens is ensuring that the Indian Arts and Crafts Act of 1990 is upheld in a way that protects and supports the arts of Tribal citizens in the Commonwealth. A Truth Commission would be the start and the backbone of creating a process to ensure the rights of State Acknowledged Tribal citizens to cultural and artistic pursuits.

As Mass Cultural Council is developing its own Native and Indigenous Peoples Equity Plan for arts & culture, we believe this commission would be invaluable in helping us to develop such a plan and we are very interested in supporting the Commission's desire to address the arts & culture aspects of their mission. To that end, staff is proposing a \$5,000 grant through the Massachusetts Commission of Indian Affairs to support the work of the proposed Truth Commission, specifically to support the budgeted arts & culture-related expenses such as to create Truth Commission flyers developed with Native Artists for print and for online use and to pay honoraria for traditional openings by Tribal dignitary, Traditional singers/drummers and event moderators.

4. ***Expanding and Scaling Up the UP Innovation and Learning Network.*** Mass Cultural Council anticipates a robust series of recommendations from the Disability Consultants currently working on the scaling and sustainability of the UP Initiative's Learning Network, the Agency's program on developing equity and access for the cultural sector. The redesign of the UP Initiative is anticipated to begin in 2024 and be implemented in 2025. Following the trajectory of the Agency's investment in the Cultural Equity Learning Community (CELC), staff is asking that **\$20,000** be reserved for a grant in 2024 for the implementation of an Access Hub.

Advancement Grants

(Agenda Item 9(b)(v))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Catherine Cheng-Anderson, Jen Lawless, Bethann Steiner

Dt: August 24, 2023

Re: Advancement Grants

Recommendations

| Organization | Initiative | Grant |
|--|-------------------|--------------------|
| Mass Humanities | Partnership Grant | \$943,608 |
| MASSCreative | Advocacy Week | \$33,000 |
| New England Foundation for the Arts (NEFA) | Yearly Support | \$70,000 |
| | | \$1,046,608 |

Mass Humanities. In the FY24 budget we are recommending **\$943,608** for our annual partnership grant with the Massachusetts Foundation for the Humanities (Mass Humanities). The proposed partnership award for FY23 is approximately 11.1% (\$93,253) greater than the amount awarded in for FY23. The percentage increase is the same as the percentage increase in Mass Cultural Council's FY24 state appropriation from the amount received for FY23 (in both cases, after earmarks). We have an agreement with Mass Humanities that this grant will increase or decrease at the same percentage rate as our state appropriation from one year to the next and as documented in a signed Memorandum of Agreement.

This partnership goes back more than twenty years. The qualifications of both organizations for these partnerships were re-established through a statewide RFP process in July 2008. The partnership is renewed each year through a vote of the full Council.

MASSCreative. MASSCreative, Mass Cultural Council's primary advocacy, partner, after discussion with staff has requested a **\$33,000** grant for two programs that will advance a more equitable and inclusive creative sector for all residents of the Commonwealth.

MASSCreative has requested \$20,000 to support an event it will be co-hosting **Creative Sector Day at the State House** - a day at the State House to celebrate the contributions of artists, creatives, cultural nonprofits and creative businesses in Massachusetts. This day-long event will feature performances and displays by artists across the Commonwealth, presentations by cultural organizations and storytelling by creative businesses. This is NOT a lobby day, but a visibility and celebration day that will acknowledge the contributions of the creative sector

and help build public support for artists, creatives and cultural organizations. MASS Creative would use the grant funds to compensate performing artists and cultural organizations at the event.

Mass Creative is also requesting \$13,000 to support its efforts around building a **Future of Creative Work Coalition**. This coalition will convene creative stakeholders across Massachusetts for a series of meetings to define the pipeline of creative workforce development in the Commonwealth and identify opportunities, obstacles, and strategies to ensure more residents in the Commonwealth have pathways to creative work and ensure retention in these professions. By convening stakeholders and establishing a statewide coalition, the hope is that creative work will be accessible to every resident regardless of zip code or school district. Funds will be used specifically to defray expenses of hosting up to 12 stakeholders (both virtual and in-person) including documentation and staff time.

New England Foundation for the Arts (NEFA). In providing an annual grant to NEFA, Mass Cultural Council considers annual funding requests from NEFA for projects and activities that specifically benefit the Commonwealth of Massachusetts. In addition, Mass Cultural Council requires an annual accounting of NEFA's expenditure of any Mass Cultural Council funding showing of the benefits to Massachusetts. We work closely with and collaborate with NEFA throughout the year as an important regional and local arts organization representing the region on issues of mutual interest.

Staff proposes FY24 funding in of \$70,000 to NEFA in accordance with the support structure from the states which NEFA has proposed. In FY23, Massachusetts provided \$70,000 to NEFA.

We will have available upon request from members a report from NEFA detailing use of our FY23 award of \$70,000 which was used to support its New England States Touring (NEST) Program for the benefit of Massachusetts artists and venues.

Traditional Arts Apprenticeship Program

(Agenda Item 9(b)(vi)(a))

To: Mass Cultural Council

From: Michael J. Bobbitt, David Slatery, Jenifer Lawless, Cathy Cheng-Anderson, Bethann Steiner, Dan Blask, Maggie Holtzberg, Kelly Bennett

Date: Aug 24, 2023

Re: FY24 Traditional Arts Apprenticeship Program

Summary. We are pleased to present 18 grant recommendations of \$10,000 each, for Mass Cultural Council's FY24 Traditional Arts Apprenticeship Program totaling \$180,000. This is the second year of a two-year grant cycle and represents level funding from FY23.

Background. The Traditional Arts Apprenticeship Program is an important part of Mass Cultural Council's strategy to help the many diverse communities in Massachusetts preserve their living cultural heritage. Folk and traditional artists are among the most vulnerable members of the creative community, often coming from new immigrant and under resourced communities. The program funds mentorships in which an individual learns skills, techniques, and artistry under the guidance of a recognized and skilled practitioner. Apprenticeships are designed to strengthen traditional arts lacking a strong infrastructure for cultural transmission, especially those that may be endangered.

The Review Criteria included quality of the mentor's work according to cultural defined standards, teaching ability, skill/commitment of the apprentice, feasibility of work plan, and impact on the tradition.

In FY21, we switched from a 10-month to a two-year Apprenticeship grant. Funds (up to \$10,000 per apprenticeship per year) compensate the mentor artist for time spent planning, preparing, and teaching. Beginning in FY23, the hourly rate was set at \$125 with a minimum of 80 hours per year. Mentors must compensate apprentices over 18 years of age or older to encourage participation of apprenticeships from all income levels. Below is a table of the 18 apprenticeships that recently completed the first year of their two-year grant.

| Mentor Artist | Traditional art | Town | Grant |
|------------------|---|-----------|----------|
| Beth Bahia Cohen | Violin in traditional Greek music | Watertown | \$10,000 |
| Isaura Oliveira | Samba Traditional do Recôncavo movement/dance | Boston | \$10,000 |
| Andre R. Gaines | Traditional brain-tanning of hides, paddle making, wampum | Grafton | \$10,000 |

| | | | |
|---------------------|--------------------------------------|------------|------------------|
| Zhonghe Elena Li | Chinese papercutting with scissor | Cambridge | \$10,000 |
| Aimaiti Abulikemu | Uyghur calligraphy | Lexington | \$10,000 |
| Laurel Martin | Traditional Irish fiddling: regional | Westford | \$10,000 |
| Sharon Correnty | African American quilt making | Pepperell | \$10,000 |
| Karen Young | Taiko kumi-daiko style | Roslindale | \$10,000 |
| Jorge Santiago-Arce | Bomba & Plena | Boston | \$10,000 |
| Stelvyn Mirabal | Dominican carnival traditions | Lawrence | \$10,000 |
| John Abarta | Uilleann pipes | Stoughton | \$10,000 |
| Vincent Crotty | Traditional sign painting | Boston | \$10,000 |
| Sunanda Sahay | North Indian Mithila painting | Acton | \$10,000 |
| Judy Bressler | Yiddish song & dance tradition | Sharon | \$10,000 |
| Urmi Samadar | North Indian Kathak dance | Belmont | \$10,000 |
| Paul Rishell | Country blues and guitar | Newton | \$10,000 |
| Chris Pantazelos | Lutherie and Restoration | Lowell | \$10,000 |
| Ling Chu | Chinese long ribbon dance | Boston | \$10,000 |
| TOTAL | | | \$180,000 |

Since the program's founding in FY02, Mass Cultural Council has awarded 108 apprenticeships (\$679,782). In accord with our new Strategic Plan and re-design of how we fund individual artists, culture bearers, and creatives, we may sunset the Traditional Arts Apprenticeship Program in FY25.

Redesigned Funding Program for Artists

(Agenda Item 9(b)(vi)(b))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jenifer Lawless, Dan Blask, Kelly Bennett, Maggie Holtzberg

Dt: August 4, 2023

Re: FY24 Redesigned Funding Program for Artists

The Artist Team recommends a redesigned funding program for artists, currently internally referred to as the **Individual Creativity Grants** (formal name TBD), that foregrounds inclusion in its support for creative individuals in Massachusetts.

The mission of the **Individual Creativity Grants** is to equitably advance creativity throughout the Commonwealth with unrestricted grants to individuals who demonstrate **realization of their creative expression** and **commitment to their artistic/cultural practice**.

We propose a program allocation of **\$1,875,000** and awarding up to **375 grants of \$5,000** as part of the FY24 Individual Creativity Grants Program.

While we currently envision the following program details, staff is still reviewing many process details and will provide updates to the Council at future Council meetings:

- **Eligibility**
 - Artists/creative practitioners in ALL categories, including past Artist Fellowships disciplines plus previously excluded artists like performers, designers, drag artists, etc.
 - Culture bearers/traditional and folk artists (formerly may have applied for Traditional Arts Fellowships and Apprenticeships)
 - For the time being, we are NOT expanding to related fields like culinary, health/fitness, martial arts, and beauty
- **Application Process**
 - Applicants apply as artists/culture bearers, not by discipline
 - Brief artist narrative plus work samples
 - Not anonymous
 - Focus on access
- **Funding Priorities**
 - Employ Funding Priorities to reach underfunded groups
 - BIPOC
 - d/Deaf or as having a disability
 - New grant recipients (no direct grant past 6 years)
 - Traditional/Folk Artists/Culture Bearers

- Recipients of anti-poverty benefits
- **Review Process**
 - Review may combine aspects of equitable grant practices and elements of Participatory Grantmaking, where community impacted by funding has some voice in process
 - Geographic Distribution (same % of grants as % applications in each County)
 - Funding Priorities (as listed above)
 - Scores may be by Participatory Readers from Massachusetts creative/cultural sector or some other equitable practice (this point is still under discussion)
- **Timeline**
 - Application/deadline dates still pending
 - While we had originally hoped recommended grant recipients go to March 2024 Grants Committee and Council Meetings, the intricacies of documenting the grant process, especially considering new notarization requirements currently being insisted upon by the State Comptroller's Office to meet the state's general concerns with contract fraud may staff to announce and begin providing awards earlier in the year

Summary of Redesign Process. Mass Cultural Council has funded individual artists almost continuously since 1975. Our long-standing Artist Fellowships Program supported artists through an anonymous review based solely on artistic excellence of the creative work submitted. Grants ranged as low as \$500 (for "Finalist" designations) to \$15,000 at the program's highest funding level.

In FY23, the Council paused the Artist Fellowships to evaluate the Agency's funding for individuals as part of our Racial Equity Plan. Beginning in March 2022, the Artists Team worked with Equity and Inclusion Officer Cheyenne Cohn-Postell and Agency leadership to identify key areas of focus. These areas of focus, including rethinking anonymity, questioning the sole focus on artistic excellence, and widening the applicant pool, served as the basis for a program redesign.

The Agency's three-year Strategic Plan, finalized in March 2023, provided further clarity. The Artist Team presented a general outline for a redesigned artists funding program at the May 2023 Grants Committee Meeting.

The Agency then shared the general outline of our redesign plans with our constituents in the creative/cultural sector through an article on ArtSake blog, June '23.

Response from the Field. The ArtSake article included a link to a brief feedback survey. Of the 251 constituents who responded by July 12, 2023, 74.4% chose Strongly Favor and another 16.4% chose Somewhat Favor for the new program mission (stated above). 54.18% chose Very Likely and 25.1% chose Somewhat Likely, as to how likely they were to apply for the new program.

Along with survey questions, we gave the field the opportunity to offer feedback in their own words. While much of this feedback was supportive of our plans, many respondents did voice concerns. Common concerns included:

- Support for the Fellowships' anonymous review
- Preference for funding based solely on excellence
- Worry that expanding the applicant pool/including funding priorities would decrease their own chances of receiving grants
- Concern that older artists would be overlooked

We will consider this feedback from the field as well as guidance from Agency leadership and the Council as our redesign moves into finer detail.

Please note that we are seeking this vote as an approval of the process by which Individual Creativity Grants will be made. We do not anticipate any further votes will be required. Staff will provide a list of the selected Individual Creativity Grants to the Council at the time they are made.

Cultural Sector Recovery Grants for Individuals

(Agenda Item 9(b)(vii))

To: Mass Cultural Council

Fr: Michael Bobbitt, David Slatery, Jenifer Lawless, Catherine Cheng-Anderson, Bethann Steiner, Dan Blask, Kelly Bennett, Maggie Holtzberg

Dt: August 24, 2023

Re: Remaining Pandemic Recovery Funds

Summary. We recommend allocating the remaining Pandemic Recovery Funds to additional eligible individuals from the FY23 [Cultural Sector Recovery Grants for Individuals](#) applications. Staff will report on the amount of the remaining funds and resulting number of additional awards at the Grants Committee meeting on August 4.

Background. Under the Commonwealth's Act Relative to Immediate COVID-19 Recovery Needs (Chapter 102 of the Acts of 2021) enacted last December 2021, Mass Cultural Council in Line item 1599-2043 was provided \$60,147,000 (referred to as "Pandemic Recovery Funds") to:

"... administer a grant program for the purposes of assisting cultural organizations and artists recover from the 2019 novel coronavirus pandemic and operate more efficiently..."

In Spring/Summer of 2022, Mass Cultural Council staff developed two pandemic relief programs, one for Organizations and one for Individuals. We kept three key points in mind when designing the Cultural Sector Recovery Grants for Individuals:

- Unlike other pandemic relief funding that focused on loss, this program focuses on recovery.
- The program assumes that all working artists, teaching artists, and cultural workers, in every creative discipline, experienced loss during the pandemic.
- The funding is not intended to compensate for that loss. Rather it provides broad funding help eligible individuals, and therefore the sector, recover by providing unrestricted support.

The program has a broad and inclusive eligibility, accepting applications from artists/cultural bearers, teaching artists/scientists/humanists, and independent cultural workers. It was designed to benefit a wide swath of the cultural sector, making special efforts to reach new grantees or those that have, historical, been underserved by grant programs.

To address the legislative mandate that the Council "shall consider racial, geographic and programmatic diversity and equity within the cultural sector,"

the program guidelines include Funding Priorities. The program prioritizes applications to: 1. people who identify as BIPOC/People of the Global Majority; 2. people who identify as Deaf or as having a disability; 3. people who live in communities that are under the state's median income and educational attainment levels; and 4. new/non-recent grantees. To ensure geographic fairness, the program distributes grants to six regions of the Commonwealth (as set forth in the published guidelines) in proportion with that region's percentage of applications. By keeping the eligibility broad and committing an intensive, Agency-wide recruitment effort, the range of applicants and their creative disciplines is far-reaching and diverse.

The initial plan was to commit \$15 million, or 3,000 individual \$5,000 grants, to the Cultural Sector Recovery for Individuals program. A revised plan (approved by the Council at the January 2023 meeting) committed an additional \$5 million of available Pandemic Recovery Funds to the Individuals grants, for a total of 4,000 grants of \$5,000. The Agency began accepting Cultural Sector Recovery for Individuals applications on August 15, 2022. The application deadline was November 1, 2022. Cultural Sector Recovery Grants for Individuals received **7,593 applications** (more than 1 out of every 1000 residents of the Commonwealth).

In January of 2023 the Council approved awards to 4,000 individual applicants, meaning we were able to fund 53% of the demand. In order to spend the remaining funds and honor the time and effort applicants already put into the application process we recommend we use the existing review process to continue fund further down the list of eligible individual applicants to the Cultural Sector Recovery Grants for Individuals program.

Remaining Pandemic Recovery Funds. At the Grants Committee meeting, staff will present data regarding the number of Cultural Sector Recovery Grants approved last year were ultimately cancelled (due to lack of response or failure to return contract documents, ineligibility, refusal or other reasons) and a calculation as to remaining unallocated Pandemic Recovery Funds. We are anticipating approximately \$1 million in Pandemic Recovery Funds being available for this purpose meaning about 200 additional Individual Cultural Sector Recovery Grants could be made.

Timeline. Depending on the final timeline set for the new program for individuals and several other factors, we would look to award these funds in the Fall/Winter:

- Staff review of submitted materials to identify additional eligible applicants
- Applicants would be asked to confirm residency and confirmation they are ready to accept the funds
- Contracting process would then begin
- Contracting and payments would be completed



Power of culture

BUSINESS OPERATIONS UPDATE

AUGUST 2023

Announcements and updates for the department will be provided orally at the Council Meeting on August 24.

Additional information about the department is covered in the next two agenda items- the Cultural Equity and Access Report and the FY24 Spending Plan Summary



Power of culture

To: Mass Cultural Council
Fr: Michael Bobbitt, David Slatery, Cathy Cheng-Anderson, Charles Baldwin, Cheyenne Cohn-Postell
RE: Cultural Equity & Access Progress Report
DT: August 24, 2023

Cultural Equity & Access Progress Report

June 2023 – August 2023

INTERNAL

- In alignment with the Racial Equity Plan, a Language Translation Working group has been formed to secure vendors and create instructions on how best to make all agency materials more accessible.
- Mass Cultural Council leadership, supervisors, and the Disability Task Force working with Disability consultants to ensure recommendations for a Disability Action Plan and the scale up of the disability learning hub are in alignment with the Agency's Strategic Plan and is readily achievable by staff.
- The Cultural Equity & Access team led two all-staff learning sessions on d/Deaf: condition and identity, and Multiple intelligences: unpacking bias, recognizing systems change, consensus building, and group dynamics.

EXTERNAL: ENGAGEMENT HIGHLIGHTS FROM FY23 GRANTMAKING

- Through targeted outreach and the implementation of strategic priority points, we have successfully ensured that the number of our FY23 grantees from marginalized communities significantly surpasses their proportion in our state population.
- Among the 525 applicants newly introduced to the Recovery Program, 75 organizations (14%) have returned to apply for the FY23 cycle of Festivals and Projects. Efforts are underway to retain, continue to fund, and serve these applicants, who were initially recruited for the Recovery Programs.

Prepared on 8/16/23

- Our SmartSimple grants management System (GMS)'s functionality enables the direct sending of emails from GMS to users. For example, in May 2023, an opportunity announcement email dispatched from GMS experienced an open rate of 80%. This impressively high rate signifies that our constituents are not only engaged but also receptive to receiving information through this innovative channel.
- By making ADA requirements central criteria for Festival and Projects grants, we've gathered insights into the sector's understanding and educational needs. This has guided our FY24 plans for "Access office hours" to support our grants, focusing on expanding access beyond architectural barriers, understanding neurodiversity, and promoting Universal Design in both its foundational principles and practical implementation as an equitable approach to accommodations.

WHAT'S NEXT?

- On September 28 at 9:30am, our Disability Consultants, Open Door Arts, and Art-Reach will deliver a presentation to staff. This presentation will mark the conclusion of our collaboration with the consultant. Following this, our next step will be to finalize the plan, enabling staff to begin putting it into operation.
- The Racial Equity Plan's impact continues with Disability Equity and Indigenous & Native American Cultural Equity Action Plans rolling out in January 2024.



Power of culture

To: Mass Cultural Council
From: Michael Bobbitt, Executive Director, David Slatery, Deputy Director,
Cathy Cheng-Anderson, Senior Director of Business Operations and Chief
Financial Officer
Date: August 24, 2023
Re: **Budget and Program Allocation Spending Plan for FY24**

Following this page includes our proposed budget and program allocation spending plan for FY24. Adhering to our legislative mandate the proposed plan aligns with our strategic plan, and well exceeds the minimum 75% of state appropriation into grant spending.

This plan was presented to the Executive Committee at its meeting on August 4 which voted to recommend approval by the full Council. Also, the related FY24 grant recommendations for most Mass Cultural Council grant programs were presented to the Grants Committee at its meeting also on August 4 which voted to recommend approval of the staff recommendations by the full Council. . The Fy24 Spending Plan and related Grant Recommendations plan are hereby submitted for review and approval by the full Council.

FY24 BUDGET HIGHLIGHTS

1. **The \$25M for Agency operations is a 11% increase from last year. And in total, this \$25M+ funding amount is the second highest state budget appropriation the Agency has ever received.**
2. **Mass Cultural Council total funding is \$44M in FY24 when considering all funding sources. Our plan dedicates 87% (\$38.16M) to grants, keeping administration and program related expenses modest at 13%. Similarly, when we look exclusively at our state funding allocation of \$25.85M we are dedicating a similar distribution in grant funding. 80% (\$20.82M) in grants, and 20% allocation to administrative and program related expenses. In both scenarios, we have exceeded our legislative mandate to allocating at minimum 75% of our state funding to grant programs.**
3. We have carried over \$11.03M in Pandemic Recovery Funds, established

under the Commonwealth's Covid Response Act (Chapter 102 of the Acts of 2021) into FY24 and we are required to spend it at the end of the year. The continuation of funding enables the Operations department to continue making grant payments that were awarded in FY23. **Out of this extended funding, up to \$1M is projected to be allocated for new grant-making due to FY23 grants being cancelled as a result of no response from the grantees, and a small allocation of uncommitted funding.**

4. **The plan proposes to dedicate approximately \$5.3M from the casino tax revenue available through the Massachusetts Gaming Fund for the upcoming year of the Gaming Mitigation Grant Program.** We are seeking approval to utilize the funds available as of June 30, 2023 (\$2,445,671), and to allocate an additional \$2,851,114 for organizational support to cultural organizations, and other administrative expenses. This anticipated funding of \$2,851,114 is an estimate based on whatever will be available as of December 31, 2023.
5. Notable equity investments to the sector include:
 - a. Investments in initiatives such as Native and Indigenous Culture Action Plan/Taskforce, scaling up our access and disability learning hub, and a Disability Equity Plan.
 - b. Dedication of resources to assist individual grantees, especially those with disabilities and/or limited income, in obtaining grant funding and services from the Mass Cultural Council (Work Without Limits).
 - c. Undertaking a comprehensive statewide Cultural Asset Mapping project

| REVENUE | STATE FUNDING | GAMING* | CULTURAL FACILITIES FUND | NEA FEDERAL | CULTURAL SECTOR RECOVERY | MCC TRUST | TOTAL |
|-------------------------------|-------------------|------------------|--------------------------|------------------|--------------------------|----------------|-------------------|
| FY24 | 25,895,000 | 2,851,114 | 337,337 | 1,204,900 | - | - | 30,288,351 |
| FY23 CARRY OVER / TRANSFER IN | - | 2,445,671 | 5,397 | - | 11,177,460 | 157,239 | 13,785,767 |
| TOTAL REVENUE | 25,895,000 | 5,296,785 | 342,734 | 1,204,900 | 11,177,460 | 157,239 | 44,074,118 |

*Estimated FY24 revenue

| EXPENSES | STATE FUNDING | % TOTAL FUNDING STATE FUNDING | GAMING | CULTURAL FACILITIES FUND | NEA FEDERAL | CULTURAL SECTOR RECOVERY | MCC TRUST | TOTAL | % TOTAL FUNDING ALL CATEGORIES |
|---------------------------------|-------------------|-------------------------------|------------------|--------------------------|------------------|--------------------------|----------------|-------------------|--------------------------------|
| AA: SALARY | 3,713,870 | 14% | 212,899 | 162,313 | - | 78,705 | - | 4,167,787 | 9% |
| BB: EMPLOYEE REIMBURSEMENT | 44,685 | 0% | - | 6,067 | - | - | - | 50,752 | 0% |
| CC: CONTRACT STAFF | 19,835 | 0% | - | - | - | 27,765 | - | 47,600 | 0% |
| DD: PAYROLL TAX AND FRINGE | 91,476 | 0% | 97,529 | 74,356 | - | 36,735 | - | 300,095 | 1% |
| EE: ADMINISTRATIVE EXPENSES | 185,896 | 1% | 21,290 | 21,331 | - | - | - | 228,518 | 1% |
| GG: RENT AND ELECTRICITY | 300,675 | 1% | 27,668 | 27,668 | - | - | - | 356,010 | 1% |
| HH: CONSULTING SERVICES | 232,425 | 1% | - | 6,000 | - | - | - | 238,425 | 1% |
| JJ: PROGRAMMATIC SERVICES | 139,495 | 1% | - | 45,000 | - | - | - | 184,495 | 0% |
| KK: NON-IT EQUIPMENT | 3,200 | 0.01% | - | - | - | - | - | 3,200 | 0.01% |
| LL: LEASES | 7,580 | 0.03% | - | - | - | - | - | 7,580 | 0.02% |
| PP: GRANTS PROGRAMS | 19,928,554 | 77% | 4,937,400 | - | 1,204,900 | 11,034,255 | 157,239 | 37,262,348 | 85% |
| PP: LEGISLATIVE EARMARKS | 895,000 | 3% | | | | | | 895,000 | 2% |
| UU: INFORMATION TECHNOLOGY | 332,308 | 1% | - | - | - | - | - | 332,308 | 1% |
| TOTAL EXPENSES | 25,894,999 | | 5,296,785 | 342,734 | 1,204,900 | 11,177,460 | 157,239 | 44,074,118 | |

| PP: GRANTS PROGRAMS (DETAILS) | STATE FUNDING | GAMING | CULTURAL FACILITIES FUND | NEA FEDERAL | CULTURAL SECTOR RECOVERY | MCC TRUST | TOTAL | % TOTAL GRANT FUNDING |
|--|------------------|-----------|--------------------------------|----------------|--------------------------------|--------------|------------------|-----------------------------|
| ORGANIZATIONS | | | | | | | 7,088,800 | 19% |
| CIP GATEWAY | 124,500 | | | | | | 124,500 | |
| CULTURAL INVESTMENT PORTFOLIO | 4,860,200 | 1,200,000 | | 804,100 | | | 6,864,300 | |
| MEDIA TRANSITION | 100,000 | | | | | | 100,000 | |
| INDIVIDUALS | | | | | | | 2,055,000 | 6% |
| NEW INDIVIDUAL ARTIST GRANT PROGRAM (TBD) | 1,875,000 | | | | | | 1,875,000 | |
| TRADITIONAL ARTS APPRENTICESHIPS | 145,000 | | | 35,000 | | | 180,000 | |
| COMMUNITIES | | | | | | | 6,355,000 | 17% |
| CULTURAL DISTRICTS | 855,000 | | | | | | 855,000 | |
| LOCAL CULTURAL COUNCILS | 5,500,000 | | | | | | 5,500,000 | |
| ARTS EDUCATION AND YOUTH | | | | | | | 3,422,050 | 9% |
| CYD-YOUTH REACH | 1,524,200 | | | 345,800 | | | 1,870,000 | |
| INSTRUMENT PROGRAM | 15,000 | | | | | | 15,000 | |
| META/CYD FELLOWSHIPS (KLARMAN) | | | | | | 52,950 | 52,950 | |
| POETRY OUT LOUD | | | | 20,000 | | | 20,000 | |
| STARS | 1,428,100 | | | | | | 1,428,100 | |
| YOUTH ARTS IMPACT NETWORK (YAIN) | 36,000 | | | | | | 36,000 | |
| EQUITY AND INCLUSION | | | | | | | 2,662,500 | 7% |
| FESTIVALS & PROJECTS | 1,850,000 | | | | | | 1,850,000 | |
| ARTS CONNECT INTERNATIONAL/CELC | 62,500 | | | | | | 62,500 | |

| | | | | | | | | |
|--|-----------|-----------|--|--|------------|---------|-------------------|------------|
| CULTURE RX | 175,000 | | | | | | 175,000 | |
| INNOVATION LEARNING NETWORK SCALE UP GRANT | 20,000 | | | | | | 20,000 | |
| NETWORK OF ARTS ADMIN'RS OF COLOR | 70,000 | | | | | | 70,000 | |
| TRUTH AND HEALING PROJECT (Indian Affairs Commission Grant) | 5,000 | | | | | | 5,000 | |
| UNIVERSAL PARTICIPATION (UP) | 480,000 | | | | | | 480,000 | |
| ADVANCEMENT | | | | | | | 803,054 | 2% |
| MASSACHUSETTS FOUNDATION FOR HUMANITIES AND PUBLIC POLICY, INC. | 943,608 | | | | | | 943,608 | |
| NET CREDIT AND CARRY FORWARD | (243,554) | | | | | | (243,554) | |
| NEW ENGLAND FOUNDATION FOR THE ARTS, INC. | 70,000 | | | | | | 70,000 | |
| MASSCREATIVE, Inc. | 33,000 | | | | | | 33,000 | |
| OTHER GRANTS | | | | | | | 14,875,944 | 40% |
| MCC TRUST (GRANT RESERVE/UNCOMMITTED) | | | | | | 104,289 | 104,289 | |
| CHAPTER 23K FUNDED GRANTS GAMING MITIGATION PROGRAM | | 3,737,400 | | | | | 3,737,400 | |
| CHAPTER 102 OF 2021, LINE ITEM 1599-2043-"PANDEMIC RECOVERY FUNDS" | | | | | 11,034,255 | | 11,034,255 | |

| | | | | | | | |
|---------------------|-------------------|------------------|----------|------------------|-------------------|----------------|-------------------|
| TOTAL GRANTS | 19,928,554 | 4,937,400 | - | 1,204,900 | 11,034,255 | 157,239 | 37,262,348 |
|---------------------|-------------------|------------------|----------|------------------|-------------------|----------------|-------------------|

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|--------------------------------|---|
| AA: SALARY | We currently have a staff of 38 fulltime employees, and there are 3 vacancies open for FY24. Our payroll projections encompass several key elements. 1) The annual value of FY22 and FY23 pay raises that were previously funded by a Commonwealth supplemental reserve. 2) A 4% across-the-board increase for managers and union employees, retroactive to July 2, 2023, as well as an additional 4% increase that will become effective on January 14, 2024. These increases were communicated by the Administration, and like previous years Mass Cultural Council adopts these parameters to ensure pay equity amongst other state agencies. Additionally, a one-time pay equity adjustment for the Executive Director. |
| BB: EMPLOYEE REIMBURSEMENT | This line covers reimbursements for employee expenses like in-state travel for meetings, conferences, professional licenses, and other work activities. It also includes out-of-state travel costs that are subject to approval by the Council. |
| CC: CONTRACT STAFF | As of August 2023, pandemic recovery funds support 4.5 temporary contract roles, while 1.5 such roles are funded by our core appropriation. These roles perform tasks like contract processing, payments, and grant systems management. |
| DD: PAYROLL TAX AND FRINGE | This line covers payroll tax for staff salaries and temporary contract roles. It also includes fringe and indirect charges related to federal or state trust-funded salaries or contracts. Several salaries are paid from a trust account for the Cultural Facilities Fund and a casino tax revenue trust for employees managing the Gaming Mitigation Program or "organizational support" from Gaming Revenues under the Gaming Law. |
| EE: ADMINISTRATIVE EXPENSES | This line covers costs including Commonwealth chargebacks for accounting and payroll system/services, office supplies, water, printing, postage, membership fees, subscriptions, event-related costs, professional development expenses, credit card purchases, and administrative costs associated to grant program panels. |
| GG: RENT AND ELECTRICITY | This line includes our annual office space lease (\$332k) and utility costs. |
| HH: CONSULTING SERVICES | This line includes expenditures related to our outside attorneys, mission moments, event speakers, program consultants, advisors, and advisory panels. |
| JJ: PROGRAMMATIC SERVICES | This line includes expenditure related to photographers, auxiliary services, staff trainers, videographers, audio visual providers, language/ASL interpreter service/accommodations, and program panelists/readers. |
| KK: NON- IT EQUIPMENT | This line includes expenditures for non-IT equipment purchases; office equipment for staff related ADA accommodations, and automated external defibrillator (AED) machine. |
| LL: LEASES | This line includes all non-IT equipment rental agreements, copier and postage meter leases, and rental car expenditures for staff travel. |
| PP: GRANTS PROGRAMS & EARMARKS | A detailed grant allocation list is included in this packet. |
| UU: INFORMATION TECHNOLOGY | This line includes information technology expenditures such grants management system, ISP Servicer Retrofit, tech service providers, phone services/charges, computer leases, web developers, purchase of a new server, and chargebacks for technology services from the Commonwealth. |