

NOYES CULTURAL ARTS CENTER COMMUNITY SERVICE GUIDELINES 2025

Community Service Proposals are to be submitted by December 1st 2024. Proposals must be approved prior to acceptance. Community service projects must take place between January 1st and November 15th, 2025.

1. Community Service shall be an art activity, program, project, class or workshop specifically designed to meet the needs of under-served members of the Evanston community. Because Community Service is in essence funded by the General Fund of the City of Evanston, it is considered to be public monies which are expended to provide services to the citizens of Evanston.
Under-served Community Members are defined as members of a community or a group which historically has had limited access to the opportunities provided through community service. These include but are not limited to low-income families, elderly citizens, people with physical and mental disabilities, children without access to cultural programming and people with limited transportation.

At least 33% of a resident artist's annual Community Service must be directed toward people of color and other racially and culturally diverse communities.

2. Community Service requirement is 15% over and above the total annual rent dollar figure based on your lease. Artists who fail this requirement will be billed a prorated amount of the value of the service and lease renewal will be trusted on the successful completion of Community Service requirements.
3. Value of Community Service performed in one year may not be credited to the following year
4. Resident Artists shall promote the Noyes Cultural Arts Center's Community Service Program when performing Community Service by including this information in print or electronic media. Where print and electronic media are not used, Resident Artists should verbally acknowledge that "this program is made possible (in part) by the City of Evanston, Noyes Cultural Art Center."
5. Documentation and Oversight:
 - Project Changes: Once approved, the Community Service project becomes a condition of the Resident Artists' lease. Any changes in the nature or scope of the project must be approved in writing prior to the commencement of the project or the lease holder may be considered in violation of the lease agreement
 - Evaluation: All community service providers are required to have the recipients of their service complete an evaluation form and return that form with the final report. Incomplete final reports will not be accepted.
 - Final reports are due before November 15th 2025 and must contain photographs, programs, videos, timesheets, etc. Scholarship recipients must be documented by listing students' names, addresses, zip codes and the semester or session for which students were enrolled. The individual/organization must provide a detailed description for the process by which scholarship eligibility is determined and how efforts are made to reach out to underserved members of the community.

**NOYES CULTURAL ARTS CENTER
COMMUNITY SERVICE GUIDELINES 2025**

POTENTIAL COMMUNITY SERVICE OPTIONS FOR NOYES TENANTS

Special Events summer 2025

- hands on arts activities at Juneteenth celebration in June 2025 or Day of the Dead celebration in November 2025
- lead a creative project or activity prior to the concerts or movies in the parks in the summer
- lead a creative project or activity at the Community Picnic in August (strolling artist, muralists, face painting, recycled crafts, crafts)
- Roving artists providing an art offering at different summer camps

Miscellaneous

- Mural or other art concepts at Noyes entryway
- create artist renderings for Evanston Environmental Association Green ball in May 2025
- provide market-related arts/crafts for the Saturday morning Evanston Farmers Market Spud Club Program
- create a logo for Evanston Farmers Market cotton bags for 2025 season
- paint a scene below the front counter in the Parks Recreation and Community Service office at the Civic Center
- paint a mural outside Parks Recreation and Community Service office at the Civic Center
- provide creative project/activity/concert at the Levy Senior Center, the Mather or Presbyterian Home
- provide movement class for young children in Special Recreation program
- Create Artwork in discipline for Mayor's Award Recipient

**NOYES CULTURAL ARTS CENTER
COMMUNITY SERVICE GUIDELINES 2025**

Organization Contacts for Community Service

Moran Center for Youth Advocacy (at risk youth/youth advocacy)

Contact: Patrick Keenan Devlin

pkeenandevlin@moran-center.org

(847) 492-1410

Center for Independent Futures (adults with disabilities)

Contact: Megan Madigan

mbaer@independentfutures.com

(847) 328-2044

(COE) Fleetwood Jourdain Community Center – (diverse and underserved communities;
general community)

Contact: Jelani Summers

jsummers@cityofevanston.org

847-448-8254

(COE) Department of Parks and Recreation – (festivals, family arts activities and live
demonstrations)

Amanda D'Agostino

847-448-8681

(COE) Levy Center – program for seniors

847.448.8293

(COE) Robert Crown Community Center – (pre-school program)

847-448-8167

Foundation 65/D65/Chiaravalle Montessori School

Contact: Sarah Laing

sarahlaing@icloud.com

OR slaing@chiaravalle.org