Evanston Arts Council Meeting  
Tuesday, July 9, 2019, 6:30 p.m.  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2402  

AGENDA  

1. Call to Order and Declaration of a Quorum  
2. Public Comment  
3. Approve Meeting Minutes from June 11, 2019  
4. Consideration  
   A. Community Support Fund Requests  
      1. FEDEJAL  
      2. Art Encounter  
   B. Funding Request for Repair of Conversations: Here and Now  
5. Discussion  
   A. Chicago Sculpture International Proposal  
   B. Robert Crown Community Center Artist Blessing Hancock  
   C. Community Support Fund Guidelines  
6. Communications  
   A. Chairs Report  
   B. Public Art Subcommittee Report  
   C. Working Groups Report  
   D. Staff Report  
7. Announcements  
8. Adjournment  

Next meeting will be Tuesday, September 10, 2019  

Order & Agenda Items are subject to change. Information about the Arts Council is available at: cityofevanston.org/government/agendas-minutes/arts-council  
Questions can be directed to Paulina Martinez 847-859-7833  
The city is committed to ensuring accessibility for all citizens; If an accommodation is needed to participate in this meeting, please contact this Department 48 hours in advance so that arrangements can be made for the accommodation if possible.
Evanston Arts Council Meeting  
Tuesday, June 11, 2019, 6:30 p.m.  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2402

**Members Present:** B. Adler, T. Sachs, I. Johnson, W. Jones, H. Washinushi, G. Riseborough, J. Cohen, J. Ahmad (6:38 p.m. arrival)  
**Members Absent:** L. Corrin, S. Davis Friedman, A. Williams  
**Staff Present:** P. Martínez

1. **Call to Order and Declaration of a Quorum**  
Meeting was called to order at 6:33 p.m.

2. **Public Comment**  
No public comment

3. **Approve Meeting Minutes from April 9, 2019**

4. **Consideration**  
   A. Cultural Fund Grants

   Ms. Adler moved to split the $30,000 in two amounts of $15,000 for each category (support to organizations and special projects). The motion was not seconded.

   Ms. Riseborough asked to open the floor for discussion.

   Ms. Adler and Mr. Sachs provided the following summary of Special Projects applications:

   Ms. Adler explained to the Arts Council that a group of five Evanston artists and three members of the Arts Council served as judges on May 4, 2019 for the Cultural Fund grant applications. Ms. Adler also explained she served as a moderator for the Special Projects category, and Ms. Paulina Martínez, Assistant to the City manager, help moderate the Support to Organizations panel.
Ms. Adler said she was impressed with the Chicago Sculpture International application; their proposal was a sculpture that would serve as a pollinator home.

Mr. Sachs said Northlight Theatre had good projects, but they were not specific. The outreach strategy was very good with disadvantaged communities, however.

Ms. Adler commented that The Musical Offering is a concert series focusing on women. She also said Hip Circle proposed a participatory dance event that empowers women. Ms. Alder also explained that ITA is an organization that works with music therapy for memory patients. It seems like the program was more therapeutic than arts. Ms. Sachs pointed out that there is a fine line with this program.

Mr. Sachs commented that the Ridgeville Foundation’s proposal showed a lack of diversity.

Ms. Adler mentioned that the Music Theater Works program proposal did not do enough to entice a diverse audience. Ms. Sachs noted that the new director show a lot of promise and might be able to change that, but he is very new.

Mr. Sachs said the North Shore Choral Society had a good proposal of programs in the community, but they had little to do with singing, which is the organization’s main art.

Md. Adler said she wanted the group to award bigger awards to fewer applicants as opposed to awarding small awards to all.

Ms. Riseborough asked about the “Books and Breakfast” proposal from the Evanston Art Center. Ms. Adler explained the program is an extracurricular program that takes place in the elementary schools before the school day starts for students to match with volunteers who read to them or helped them with their homework, and that the Evanston Art Center proposed to provide creative options for the program.

Ms. Cohen provided the following summary of the Support to Organizations applications:

Ms. Cohen said she was impressed with the Evanston Symphony Orchestra concert she attended to on May, and they do exactly what they are going to do.
Ms. Cohen explained Evanston In-School Music Association gives free concerts for school children. She also said Mudlark Theatre has a good reputation. Mr. Sachs said they have a very professional approach to the children’s programs they put on. Ms. Cohen added they attempt to be inclusive.

On The Actors Gymnasium Ms. Cohen commented that they are only one of nine circus gymnasiums in the country. They are also internationally known and a good ambassador for Evanston.

Ms. Cohen explained Open Studio Project offers therapeutic programs for children to express themselves. The Mitchell Museum of the American Indian works with the whole Chicagoland area, and has a very unique niche that serves an important function in Evanston and the region. The Evanston Dance Ensemble works with children to provide affordable dance lessons. The Youth Chorus of the North Shore offers choral experience for young people. Ms. Martínez explained the recruitment approach and the diversification process the organization was pursuing. On the Opus 327 NSP application, Ms. Cohen explained it is a non-for-profit organization inside the church; the organization is in charge of putting on recitals. Ms. Cohen’s concern was that their outreach strategy is weak.

Ms. Sachs said that if we followed Ms. Adler’s suggestion we could concentrate on the top four scores. Ms. Adler added to encourage those who don’t receive funds to apply for the Community Support Fund.

Dr. Ahmad suggested those who received a score above 90% receive $3,000 and those who scored above 80% receive $2,000.

Ms. Washinushi said that the group should consider giving money to new groups instead of those who have received funding in the past. Mr. Sachs said that was a good point, but that policy needs to be in place for the next grant, because it would not be fair for this year, as applicants were not aware.

Ms. Adler said Dr. Ahmad’s model was good, but that the number should be cut off at 84% instead of 80%. Ms. Martínez explained that under this suggestion the following groups would be awarded funding:

3 groups over 90%
- Chicago Sculpture International - $4,000
- Evanston Symphony Orchestra - $4,000
- Evanston In-School Music Association - $4,000
- Northlight Theatre - $2,000
- The Musical Offering - $2,000
- Evanston Art Council - $2,000
- Music Institute of Chicago - $2,000
- Mudlark Theatre - $2,000
- The Actors Gymnasium - $2,000
- Open Studio - $2,000
- The Mitchel Museum of the American Indian - $2,000
- Evanston Dance Ensemble - $2,000

Ms. Adler moved to award $4,000 to the applicants who received a score above 90% and $2,000 to applicants who received a score between 84% and 90%. Ms. Riseborough seconded. Unanimously approved.

B. 826-828 Noyes Public Art Contribution

Ms. Riseborough introduced the topic. Ms. Martínez explained she has been in communication with the Chicago Public Arts Group (CPAG) Executive Director, Steve Weaver, and noted they had quoted $1,200 for the design phase of the project. Ms. Johnson said $1,200 is too high, even if it’s two artists.

Ms. Martínez and Ms. Johnson spoke about the maintenance plan of the project. Ms. Riseborough said the doors of the Noyes Street station garage would have to be painted, because they cannot be blocked.

Ms. Adler instructed to communicate to CPAG that CTA needs a rough draft, and to negotiate a lower fee for the design phase, starting at $800.

Ms. Riseborough moved to authorize staff to negotiate. Ms. Indira seconded. Unanimously approved.

5. Communication
   A. Chairs Report – Ms. Adler / Ms. Davis Friedman

Ms. Adler reported she met with “Out of Sight,” and organization that does aspirational hopscotch murals on the ground. If the City wanted to pursue this idea, the City would have to pay for the materials, but not the honorarium of the artist. She said she requested for a formal proposal so that the Arts Council has a better understanding of the
Ms. Riseborough asked about life-expectancy of the ground mural, Ms. Adler replied it is about 3 to 4 years.

Ms. Adler and Mr. Sachs met with Evanston Community Foundation to discuss collaborative efforts about equity in the arts.

Ms. Adler indicated she wants to schedule Bright Night. Ms. Martínez indicated she will coordinate a date that works for the Mayor’s calendar in October or November. Ms. Adler also talked about the Mayor’s Award at Bright Night. She said the Arts Council needs to vote on it and it needs to be revised for cohesiveness.

Mr. Sachs suggested also adding an “Emerging Artist” award.

Mr. Jones suggested opening the award to those who do not work in Evanston but are from Evanston to draw attention to the more established and better recognized artists. The “Emerging Artist” award could be given to a local person. Mr. Jones added that the award he is proposing could be someone the Arts Council picks and the “Emerging Artist” award could be open to the community to nominate and vote on.

B. Public Art Subcommittee Report – Ms. Riseborough
Ms. Riseborough reported that the South Blvd. mural is repaired. The Michael Montenegro mural is repaired. The Chute school project is complete.

C. Working Groups Report
Mr. Sachs reported that the lunch for art organizations is on September 10; City Manager, Wally Bobkiewicz, will be the guest speaker.

D. Staff Report – Paulina Martínez
Ms. Martínez reported she attended the Fight Like a Girl exhibit, which received financial support through the Community Support Fund. She reported the program has a good turnout, which was diverse in age, race, and gender.

6. Announcements
No announcements.

7. Adjournment
Meeting adjourned at 8:20 p.m.

Respectfully submitted by:

Paulina Martínez
Memorandum

To: Co-chairs and Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Community Support Fund Requests
Date: July 5, 2019

Summary:

Staff received two requests for funding through the Community Support Fund program.

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Amount Req.</th>
<th>Project Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEDEJAL</td>
<td>$ 1,000</td>
<td>$ 5,690</td>
</tr>
<tr>
<td>Art Encounter</td>
<td>$ 1,000</td>
<td>$ 6,900</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 2,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

For FY 2019, $15,000 was allocated to the Community Support Fund. To date, 11 grants have been awarded to the organizations/individuals listed below, leaving the fund with $6,880.

<table>
<thead>
<tr>
<th>Org/Individual Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jason Brown</td>
<td>$ 270</td>
</tr>
<tr>
<td>Evanston Symphony Orchestra</td>
<td>$ 600</td>
</tr>
<tr>
<td>Gina Clark</td>
<td>$ 500</td>
</tr>
<tr>
<td>Mat Rappaport</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>Downtown Evanston</td>
<td>$ 750</td>
</tr>
<tr>
<td>Identity Performing Arts</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>Global Water Dances Evanston</td>
<td>$ 500</td>
</tr>
<tr>
<td>Jutta and Terran</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>Design Evanston</td>
<td>$ 500</td>
</tr>
<tr>
<td>KIDS Global Network</td>
<td>$ 1,000</td>
</tr>
<tr>
<td>YEA!</td>
<td>$ 1,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 8,120</strong></td>
</tr>
</tbody>
</table>
**Background:**

The Community Support Fund is a grant awarded by the Evanston Arts Council to support small art projects by organizations and individual artists in Evanston. The current guidelines of the program encourage awards up to $1,000 or 50% of the project, whichever is less.

**Discussion:**

Excerpts from the seven proposals staff received are below:

**FEDEJAL - México en el Corazón**

“México en el Corazón is a North American Tour presented by NAIMA. It is an initiative that strives to break barriers by showcasing traditional Mexican culture to audiences. This event immerses its viewers into the artistic world of Mariachi music, folkloric ballet, and other representations of Mexican Heritage, completely free of charge to the public.

The success of our tour comes from the organized collaboration of different organizations and institutions, striving toward the same goal: to show how proud we are to represent the beautiful Mexican culture.”

**Art Encounter**

“Art Encounter is a non-profit visual art organization in Evanston. We believe that art should be accessible for everyone, and boast a broad menu of programs that bring people to art, and art to people.

With this proposal, we are requesting the final piece of funding needed to deliver a collaborative art program with the organizations and youth who engage in programming at the Family Focus community center in the 5th ward.”

**Attachments:**

- FEDEJAL Proposal
- Art Encounter Proposal
Ms. Paulina Martinez  
Evanston Arts Council  
City of Evanston

Dear Paulina,

“Mexico en el Corazón” is a North American Tour presented by NAIMA. It is an initiative that strives to break barriers by showcasing traditional Mexican culture to audiences. This event immerses its viewers into the artistic world of Mariachi music, folkloric ballet, and other representations of Mexican Heritage, completely free of charge to the public.

The success of our tour comes from the organized collaboration of different organizations and institutions, striving toward the same goal: to show how proud we are to represent the beautiful Mexican culture.

NAIMA (North American Institute for Mexican Advancement) takes pride in unifying such a diverse community through its North American Tour of “Mexico en el Corazon”. These tours are carried out with the collaboration of both American and Mexican government authorities and institutions, such as the University of Guadalajara and the Department of Cultural Affairs and Special Events in Chicago, because of the common goal in representing our culture internationally.

The Federacion Jalisciense del Medio Oeste de los Estados Unidos, NFP, (FEDEJAL) is a registered 501c3 non-profit organization in the Midwest that represents clubs from the State of Jalisco.

Evanston is currently home of one the most influential clubs in FEDEJAL. Club Pro-Obras Juanacatlán has a strong base in Evanston from 1st, 2nd and 3rd generations families from Jalisco, Mexico. Each year, during the months of August and September, we celebrate “Mexico en el Corazón”, featuring 7N7, where we tour seven cities in seven days in Illinois to showcase our culture as a prelude to Hispanic Heritage Month. We will proudly perform the beauty and traditions of Mexican folklore, as well as artisans from Jalisco, Mexico. Each of these cities will be recognized as a host of these events, along with FEDEJAL.
2018 Tour

“Mexico en el Corazón 2018” was a huge success! The tour was viewed by more than 70,000 spectators over 23 unique presentations in 17 cities across 9 states—traveling about 9,000 miles in just 30 days! There were performances in Las Vegas, Santa Ana, Santa Cruz, Portland, Seattle, Denver, Hood River, Chicago (Millennium Park), Cicero, Evanston, Lansing, Elgin, Melrose Park, Oakbrook, Lafayette, Nashville, and Dallas.

As you can see by the pictures attached, this show means a great deal to people of all walks of life. Children, as shown in first picture, get to see themselves represented by the performers and see people just like them doing things that are unique to their families culture. Representation matters for Latino families in Evanston, which is why this event has been growing every year and event hitting capacity at shows in the past. It is a day in which families see traditions from their home and their culture coming to find them in Evanston.

I am attaching a video that showcases presentations of “México en el Corazón” from the past so you all can see the impact this empowering show has had with Evanston residents. https://drive.google.com/file/d/1XWIG9keXEJTZvsSfCi_pwQV8SaDyCeFr/view

You may also view this link to see what we have done de last year in Evanston. https://www.chicagotribune.com/suburbs/evanston/ct-evr-jalisco-in-evanston-ll-0906-story.html

“Mexico en el Corazon” will come to Evanston for its 8th year in a row, and will be presented at the Levy Center on Thursday, August 29th from 5:30 PM to 9:00 PM

Budget - The following are the cost that Club Pro-Obras Juanacatlan will have to cover as a host organization for the Evanston show.

<table>
<thead>
<tr>
<th>EXPENSES EACH PRESENTATION</th>
<th>MXC 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotel 1 day. 16 quadruple rooms w/ breakfast</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>Lunch, Dinner &amp; Snacks</td>
<td>$2,290.00</td>
</tr>
<tr>
<td>Sound &amp; Sound technicians</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$5,690.00</td>
</tr>
</tbody>
</table>

AMOUNT REQUESTED- $1,000 to cover the cost of sound/sound technicians for the show.
Thanks for your consideration for a Neighborhood Grant.

Kind regards,

Ariadna Garbuno, President FEDEJAL &
Club Pro Obras Juanacatlán 1635
Fowler Ave. Evanston IL, 60201
REQUEST FOR COMMUNITY SUPPORT – EVANSTON ARTS COUNCIL
June 25, 2019

Overview of Proposal and Project Description
Art Encounter is a non-profit visual art organization in Evanston. We believe that art should be accessible for everyone, and boast a broad menu of programs that bring people to art, and art to people. Our three areas of programming include educational programs in schools and senior homes, art tours and travel programs for active adults, and a local mural program for the community at large. Over the 40+ years of our organization, we have witnessed the tremendous impact of shared expression and creation through the visual arts, across people of all ages and backgrounds.

With this proposal, we are requesting the final piece of funding needed to deliver a collaborative art program with the organizations and youth who engage in programming at the Family Focus community center in the 5th ward. This project was initially brought to us last year by staff leaders at the Center, through the YMCA’s Head Start program and Family Focus itself. They have requested to work with Art Encounter to lead a project with all the children at the center around the theme of “Our Shared Values”. A lead artist will bring the 3rd-8th graders from the different organizations at the Family Focus building to better know their neighbors and themselves by making a large piece of art together, which will be prominently displayed on the fence outside the building on Foster Street. The goals of this project are two-fold around process and product: to improve community relationships through collaborative art-making (process), and to uplift a vital center in Evanston with dynamic visual artworks (product).

The project will take place over the course of this fall 2019. Please see the timeline below for the specific program details. The final project will be painted on five 4’ x 8’ MDO plywood boards that will span a length of 40’ long x 4’ high; primed, painted, and sealed with high quality non-toxic acrylic paints; and installed with secure metal ties to the fence.

During this project, students from three organizations in the Family Focus building will participate: Family Focus, YMCA, and Kings Way Prep. We anticipate 20 -30 students per organization will participate—up to 90 youth and 10 staff members.

Names and bios of project leads
Art Encounter has been rooted in Evanston for 40 years, bringing our signature approach of arts engagement to people of all ages and backgrounds across the Chicago area. We have conducted numerous collaborative art projects in over 150 Chicago and Evanston schools,
100 senior homes, and with dozens of community groups over the past decades through our education and mural programs. The organization’s leaders are Joanna Pinsky, co-founder and Artistic Director, and Lea Pinsky, Executive Director (August 2019).

The chosen lead artist for this project is Juan-Carlos Perez. Juan-Carlos is a visual artist and teaching artist who was born in Juarez, Chihuahua, Mexico and immigrated to Los Angeles, California at an early age. He later moved to Chicago to pursue a degree in Fine Arts at the School of the Art Institute of Chicago. As an independent teaching artist, Juan-Carlos partners with arts organizations such as Chicago Arts Partnerships in Education (CAPE), Chicago Public Schools, the Chicago Park District, community centers, and more. Through a variety of visual arts media and rigorous arts education integration, he teaches modern arts, cultural arts, public art, and mural making. His method of teaching allows students to pay attention to their art processes and ways of thinking so that they can create an honest, artistic interpretation of themselves or their community. Just like in his own art making practice, Juan-Carlos sees the importance of how personal histories affect the creative art making process. When it comes to working with individuals who have no experience with the visual arts, students need to investigate within themselves in order to find their voice.

**Detailed Project Budget**
The cost for this project is $6900. The detailed expenses are as follows.

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>Cost</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artist Fee</td>
<td>$4200</td>
<td>Planning time, Teaching time, designing, completing</td>
</tr>
<tr>
<td>Supplies</td>
<td>$1300</td>
<td>Drawing and painting materials, plywood boards, primer and sealer</td>
</tr>
<tr>
<td>Project Administration</td>
<td>$1200</td>
<td>Overseeing project, securing funds, coordinating with partners, all logistics</td>
</tr>
<tr>
<td>Installation</td>
<td>$200</td>
<td>Materials and hired labor for installation</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>$6900</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCOME</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evanston Community Foundation</td>
<td>$4000</td>
<td>We received a grant for several projects, and $4000 goes to this project- secured.</td>
</tr>
<tr>
<td>Overhead Project Fund</td>
<td>$1500</td>
<td>We have secured funding from this local funder through staff at Family Focus-secured.</td>
</tr>
<tr>
<td>Blick Art Materials</td>
<td>$400</td>
<td>Blick has been a cash and in-kind sponsor to our organization this year- secured</td>
</tr>
<tr>
<td>Evanston Arts Council</td>
<td>$1000</td>
<td>Project funds will be complete with this pending request</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>$6900</strong></td>
<td></td>
</tr>
</tbody>
</table>
**Amount requested from Arts Council**

We are requesting $1000 from the Arts Council for this project, approximately 14% of the project budget. The reason that we are requesting support from the Evanston Arts Council is because the grant we received from the Evanston Community Foundation was for 70% of the full amount that we requested. We are seeking to secure $1000 more to lead this project as planned.

**Project Timeline**

The program is planned to take place in September-October 2019, during the after school hours. The program would take place over three weeks plus completion and installation.

- **Week 1:** Artist leads brainstorming and drawing-design sessions with the students
- **Weeks 2-3:** Artist leads painting sessions with the students
- **Week 4:** Artist completes the piece and installs

Thank you for your consideration of this project. You may direct any questions to Lea Pinsky, lea@artencounter.org

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**Art Encounter**

927 Noyes Street, #222 : Evanston, IL 60201 : 847-328-9222 : www.artencounter.org
For Arts Council Meeting on July 9, 2019

Item 4B

Funding Request for Repair of Conversations Piece
For Consideration

Memorandum

To: Co-chairs and Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Funding Request for Repair of Conversations: Here and Now Piece
Date: July 5, 2019

Summary:

Staff recommends approval from the Arts Council to fund the repairs of the Conversations: Here and Now broken chair at Raymond Park by Evanston artist Indira Johnson. The repair has been quoted at $9,130.

Fund:

Staff recommends utilizing the Public Art Fund (G/L: 415.40.4119.65514) to fund the project. Mr. Paul Barker has declined to pursue doing a mural in Evanston, which releases an additional $12,000.

Background:

Conversations: Here and Now is a piece by Indira Freitas Johnson, the goal of which is to encourage an open dialogue between the peoples of Evanston. The sculptural piece was erected in 2009 and it located at 1489 Chicago Avenue, Raymond Park.

Discussion:

One of the Conversations: Here and Now chair’s back broke off. City staff has worked with the original artists, Indira Johnson, to assess the conditions of the broken chair and to procure quotes for the repair.

Staff received only one quote, as described below:

<table>
<thead>
<tr>
<th>Contact</th>
<th>Address</th>
<th>Quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methods &amp; Materials, Inc.</td>
<td>1749 N. Harding, Chicago, IL</td>
<td>$9,130</td>
</tr>
<tr>
<td>Anducci Sculpture</td>
<td>1544 N. Sedgewick, Chicago, IL</td>
<td>Declined</td>
</tr>
<tr>
<td>Artisan Restoration International</td>
<td>7336 N Ridgeway Ave, Skokie, IL</td>
<td>Declined</td>
</tr>
</tbody>
</table>
Attachments:

- Quote from M&M
ADDRESS
City Manager’s Office
Attn: Paulina Martínez
2100 Ridge Ave.
Evanston, IL 60201
847-859-7833

DATE
06/07/2019

TOTAL
$9,130.00

EXPIRATION
07/07/2019

PROJECT TITLE
INDIRA JOHNSON CHAIR

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimate to the City of Evanston for repairs to Indira Johnson’s &quot;Conversations&quot; bronze chair</td>
<td></td>
</tr>
<tr>
<td>Deinstall the lower half (seat) of the broken bronze chair from Raymond Park</td>
<td>1,935.00</td>
</tr>
<tr>
<td>Labor for 2-person M&amp;M crew plus rigging van for 1 day</td>
<td></td>
</tr>
<tr>
<td>Repair and replace stainless steel pins; reweld back and seat together</td>
<td>3,960.00</td>
</tr>
<tr>
<td>Repatinization of bronze chair post repairs</td>
<td>1,200.00</td>
</tr>
<tr>
<td>Delivery and reinstallation of repaired bronze chair at Raymond Park</td>
<td>1,935.00</td>
</tr>
<tr>
<td>Labor for 2-person M&amp;M crew plus rigging van for 1 day</td>
<td></td>
</tr>
<tr>
<td>Materials</td>
<td>100.00</td>
</tr>
</tbody>
</table>

Methods and Materials is a certified WBE
(Women’s Business Enterprise).

TOTAL
$9,130.00

THANK YOU.

Accepted By

Accepted Date
Memorandum

To: Co-chairs and Members of the Arts Council  
From: Paulina Martínez, Assistant to the City Manager  
Subject: Chicago Sculpture International Proposal  
Date: July 5, 2019  

Summary:

At the request of the Evanston Arts Council Vice-chair, Beth Adler, staff has included a proposal from Chicago Sculpture International as a discussion item for the Arts Council’s review.

Attachments:

- Chicago Sculpture International Proposal
Proposal

Chicago Sculpture International/Evanston Arts Council Public Sculpture Rental Program

CSI will administer program:

- Gather pool of available sculptures for EAC to pick from
- Contact chosen artists
- Provide installers
- Arrange for installation/deinstallation with City of Evanston
- Install sculptures on grass or current concrete pads
- Install/deinstall sculptures in summer to avoid conflict with Chicago Sculpture in the Parks fall schedule
- Disperse stipends to artists

Costs:

- $3500 per sculpture for two-year lease
- $2500 goes to artist for two years ($2000 first year, $500 second year), competitive with Chicago Park District’s $2000 stipend for one year with possible second year renewal at $500
- $1000 goes to CSI for installation, deinstallation and administrative costs
- Artist stipend is deducted from artist’s commission if sculpture is purchased by City of Evanston

Requirements:

- All artists must have their own liability insurance in place while installing
- Artists must carry fine art insurance (damage/destruction/total loss of the work) if desired
- Artists are responsible for getting their sculptures to site
- Artists must be paid members of CSI for the two years their work is on display
- City of Evanston must insure for liability on city property
- Payment to CSI is due in full on or before the 30 days following the date of invoice
To: Co-chairs and Members of the Arts Council  
From: Paulina Martínez, Assistant to the City Manager  
Subject: Robert Crown Community Center Artist Blessing Hancock  
CC: Lara Biggs, Capital Planning and Engineering Bureau Chief  
Stefanie Levine, Senior Project Manager  
Date: July 5, 2019  

Summary:  
As part of the concept development for the public art piece to be commissioned for the new Robert Crown Community Center, chosen artist, Blessing Hancock will be present at the July 9, 2019 Arts Council meeting to discuss the expectations and vision of the Arts Council members.
To: Co-chairs and Members of the Arts Council  
From: Paulina Martínez, Assistant to the City Manager  
Carter Craig, CMO Intern  
Subject: Community Support Fund Guidelines  
Date: July 5, 2019

Summary:
Staff seeks feedback from the Evanston Arts Council members for the Community Support Fund Guidelines.

Background:
The Community Support Fund is a grant the Evanston Arts Council offers to the community for artistic projects, programs, or events that do not fit the criteria of the Cultural Fund. The Community Support Fund can be applied to on a rolling basis throughout the calendar year. In FY 2019, $15,000 was allocated for this fund. To date, the Evanston Arts Council has awarded funds to 11 applicants.

Discussion:
Based on previous feedback from Arts Council members, observations and research, staff presents a rough draft of written guidelines for the Community Support Fund. The purpose of the guidelines is to provide a reference point to the Arts Council members when making decisions of awards of this fund.

The guidelines intend to outline the minimum requirements for an application, as well as standardizing the application process to even the field for all applicants. The draft application attached helps guide the applicant through the information Arts Council members have asked of applicants in the past. Furthermore, the guidelines incorporate the submission of a final report requirement, as well as put a cap on the number of times an applicant can apply for funding in a consecutive basis.
Attachments:

- Draft Community Support Fund Guidelines
- Draft Application
- Draft Final Report
- Memo and Research from Carter Craig, CMO Intern
Evanston Arts Council:

Community Support Fund

Guidelines and Application Instructions

(July 2019)
GUIDELINES

Program Purpose and Overview

The Evanston Arts Council Community Support Fund monies are used to allow the Evanston Arts Council to support individual artists, special projects, programs, events or opportunities that arise during the calendar year that may not fit into the timing of the Cultural Fund Grants, or may not meet the criteria of those grants, which are more formal in nature. These monies are allocated at the discretion of the Evanston Arts Council and are given on a first-come-first-serve basis throughout the calendar year until the fund is depleted. Procedures for application are below.

The Evanston Arts Council limits support to $1,000 or up to 50% of the project’s budget (including cash and in-kind funding), whichever is less. This is to encourage widespread support and collaboration. If funds are allocated by the Arts Council, a final report will be required within 60 days of completion of the project.

Eligibility Criteria

1. Any individual artist or organization who intends to create a special art project, an art program or event with a focus on art that serves the Evanston community.
2. No personal projects will be funded.
3. No food or alcoholic beverages will be funded.
4. Applicants must demonstrate a clear understanding of what they hope to achieve with the help of this funding.
5. Funds from the City of Evanston Arts Council Community Support Fund may not exceed more that 50% of the project’s total budgeted cost. (i.e. if the project is budgeted to cost $1,000, this fund may not contribute more than $500)
6. The need for the funds must be at least two months away when the application is filed. The applicant must attend an Arts Council meeting at least one month before the funds are needed. Arts Council meets on the second Tuesday of the month.
7. The applicant may receive no more than three (3) consecutive years of funding from this fund.
8. The project, program, or event must take place in Evanston before the end of the calendar year.
9. Applicants must be prepared to submit information relating to:
   a. Budget
   b. Community partners
   c. Evanston community members involved in producing work
   d. Projected number of Evanston community members viewing/experiencing the work
APPLICATION AND ADMINISTRATION

Step 1: Submit online application (first Monday of the month). All grant applications must be completed and submitted online: cityofevanston.wufoo.com/forms/community-support-fund/

Applications are considered on a rolling basis throughout the year and must be reviewed by the Evanston Arts Council, which meets on the second Tuesday of each month. In order to ensure your place on the committee agenda, completed applications must be turned in no later than two (2) months before the Arts Council meeting in which review is requested.

Complete applications must include:
- Detailed narrative of the project that clearly show who the community partners and the audience are
- Clear outcomes of the project
- Clear plan for inclusion, diversity, and equity
- List of community partners
- List of community members involved in the project, program, or event
- Projections of expected audience
- Timetable
- Plan for the future of the project
- Detailed budget of the project, program, or event.

Step 2: Review Process Staff and a subcommittee of the Arts Council will review applications for compliance with eligibility guidelines and scope of work to be funded.

Step 3: Public Review & Approval Process (second Tuesday of the month). Staff will submit the completed applications to the Arts Council for approval. Applicants are expected to attend the Arts Council meeting during which their applications are being considered.
Community Support Fund
City of Evanston Art Council

Application
Please fill out this form to the best of your ability. If you have any questions, please contact

Paulina Martinez
p.martinez@cityofevanston.org
(847) 859-7833

Applicant Information
Have you read the Community Support Guidelines?

- [ ] Yes
- [ ] No

Have you received funding from the Community Support Fund in the past?

- [ ] Yes
- [ ] No

If "yes," when and how much was received?

Name

First

Last

Organization (if applicable)

Address

Street Address

Address Line 2

City
Postal / Zip Code

Country

Email

Phone Number

Budget Information

Amount requested from the Community Support Fund (Please note that more than $1,000 or more than 50% of the total cost of the project will not be awarded)

Please upload a complete project budget which details the expenses for the entire project. Indicate where other revenue is coming from and what items this fund will go towards procuring.

Choose File

No file chosen

Artistic Details

Please describe your project. Include details about what disciplines, genres, and subject matters are involved. What do you hope are the outcomes of the project in terms of growth for the artist(s) and impact of the work itself?
Please list those who will be involved in the project. (Lead organizer, lead artist, heads of organizations, etc.) Please include a brief 2-3 sentence biography for each of those listed detailing their expertise, relevance to the project, and their relation to the City of Evanston.

How will this project be available to the Evanston community? What do you project to be the size of the audience? How many Evanston residents will benefit?

What are your plans to make this project inclusive, diverse, and equitable?
Supporting Documents

Please attach:

a. Any work samples (i.e. images, text, video, audio, and/or any for that is appropriate for your project).
b. Letters from other partners verifying their involvement.
c. If this project has received funding in the past, include the report from that year.

Timetable

[File attachment buttons]

Attach a File

[File attachment buttons]

Attach a File

[File attachment buttons]

Attach a File

[File attachment buttons]

Attach a File

[File attachment buttons]

Digital signature. I attest that the above information is true.

Submit
Submit all documents to: pmartinez@cityofevanston.org

This report must show completely and accurately how the project/program actually occurred. Reports must be complete and signed by the project director by 60 days after completion.

REQUIRED MATERIALS

1. Final Report (this form), completed and signed by project director.
2. Support Documentation- two (2) to four (4) print materials and/or digital images.

SUPPORT DOCUMENTATION

Include two to four examples of published materials and news releases relating to the funded program. This documentation should verify activities which took place during this grant period as well as your compliance with the requirement that funding be acknowledged in printed material as follows: “This project is partially funded by the Evanston Arts Council, in partnership with the City of Evanston and the Illinois Arts Council, a state agency.”

DIGITAL IMAGES

Digital images must be high resolution .jpgs or .pdf files. We prefer images that show the program or project in action.

GRANTEE INFORMATION

Grantee organization or individual artist

Name and title of individual completing this form (N/A Individual Artists)

Street address

City, state, zip
Title of project/program funded

Beginning date/End date

Grant Amount: $______________

Number of audience/attendees/readers _______ Number of artists involved ______

NARRATIVE REPORT

1. Please describe how this grant was used and its impact on your mission and vision. (Individual artists, describe the grant's impact on your personal artistic vision and goals.)

2. Please describe the impact of this grant on the community, and how you achieved equity and inclusiveness in your programming and/or project(s).
3. How did you measure outcomes and outputs? (ie. how did you determine whether you met your goals and/or track numbers, demographics and objectives?)
# FINAL BUDGET

Name of organization or individual artist: 

<table>
<thead>
<tr>
<th>Income</th>
<th>Cash</th>
<th>In-kind</th>
<th>Total kind</th>
<th>(cash + in-kind)</th>
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<tbody>
<tr>
<td>1. Admissions/earned income</td>
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<tr>
<td>2. Contracted services revenue</td>
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<td>3. Other revenue from operations</td>
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<td>5. Foundation support</td>
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<td>7. Federal grants</td>
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<td>8. State grants</td>
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<tr>
<td>9. Municipal grants (not including Cultural Fund)</td>
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</tbody>
</table>

Total cash (add 1-9) $  

Applicant cash forward $  

**Cultural Fund Grant** $  

**Total Revenue** $  

<table>
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<tr>
<th>Expenditures</th>
<th>Cash</th>
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<th>Total kind</th>
<th>(cash + in-kind)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Personnel - administrative</td>
<td></td>
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<td>2. Personnel - artistic</td>
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<tr>
<td>3. Personnel - technical/production</td>
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<td>4. Outside services - artistic</td>
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<td>5. Outside services - other</td>
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<td>6. Space rental</td>
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<td>7. Travel</td>
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<td>8. Marketing</td>
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<tr>
<td>9. Materials and supplies</td>
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<tr>
<td>10. Insurance and royalties</td>
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<tr>
<td>11. Equipment rental</td>
<td></td>
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<tr>
<td>12. Other direct project expenses</td>
<td></td>
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</tbody>
</table>

**Total direct project expenses** (add 1-12) $  

Capital expenditures $  

**Total Expenditures** (should equal Total Revenue, above) $
AUDIENCE PROFILE

Total Attendance:____________________

Attendance Demographics:

African-American:______________%

Alaskan Native/Native American:______________%

Asian:______________%

Euro-American/Euro Ethnic:______________%

Latino/Hispanic:______________%

CERTIFICATION

I hereby certify that the statements contained in this report are true, correct and represent the complete accounting of this activity to the best of my knowledge.

Signature                         Typed name and title                      Date
To: Paulina Martinez, Assistant to the City Manager
From: Carter Craig, CMO Intern
Subject: Application and Guidelines for City of Evanston Arts Council Community Support Fund
Date: June 26, 2019

Summary

In response to your request to develop a formalized set of guidelines for the granting of monies from the Community Support Fund, I examined the current procedure on the City of Evanston website, referred to your email which included some instructions on the matter, and gathered information about similar grants provided by arts-centric organizations around the county. The intent of these guidelines is to provide the arts council with the means to make consistent decisions. A consistent standard is important to insuring that the Community Support Fund is distributed fairly. It is also an important element of transparency and a step towards the wider goal of promoting equity and inclusion within the Arts Council and through its programs.

It also follows that the applicants themselves should be held to a consistent standard. This is achieved through having a single application document. This document has been designed with the current process in mind, but also makes use of elements adapted from other application processes.

Attached are a 1st draft of guidelines for the City of Evanston Arts Council and a subgroup designed to review the applications as well as 1st draft of the application to receive funding from the Community Support Fund.

If the City of Evanston Arts Council is interested, the search revealed a number of interesting documents that may be useful in furthering that education. Specifically, the Americans for the Arts Animating Democracy Program have developed a framework for judging the aesthetics of an artwork through the lens of justice, civic engagement, and community development. This framework acknowledges the historical marginalization of communities in the realm of publically funded art and seeks correct that trend. The “Guidelines for the Art Council with respect to the review of Applications for the Community Support Fund” utilizes the aesthetic attributes put forward by the Animating Democracy program as the means for evaluating the artistic quality of the proposal. These documents will be included at the end of the document for review.
Draft of Guidelines for the Art Council Community Support Fund Review Subgroup

1. The group shall consist of 3 members of the Evanston Arts Council. These member’s primary role is to vet and prepare the applications so as to be conducive to the decision making process of the City of Evanston Arts Council

2. Ensure that the application:
   a. All required contact information.
   b. Does not break the individual grant funding maximum of 50% of the projects total budget or $1000, whichever is less.
   c. Includes a budget that contains enough detail for the Evanston Arts Council members to understand what they will be funding and how it contributes to the overall success of the project.
   d. The application clearly demonstrates where the rest of the necessary funding will come from. This includes letters or other proof if applicable.
   e. The applicant has fully answered questions relating to the art and the process of its creation so that the Arts Council is able to make an informed decision.
   f. The applicant has thoughtfully answered the questions relating to diversity, inclusion, and the involvement of the Evanston community.

3. This subgroup should work with the applicants to help them put their “best foot forward.” This cooperative relationship helps to make sure that the process is more inclusive.

Draft of Guidelines for the Art Council with respect to the review of Applications for the Community Support Fund

1. The following criteria ought to be used discuss an allocation of funds from the Community Support Fund.
   a. Artistic Merit: The artist, program, or project will strongly embody the artistic attributes such as Disruption, Commitment, Communal Meaning, Cultural Integrity, Risk-Taking, Emotional Experience, Sensory Experience, Openness, Coherence, Resourcefulness, and Stickiness as defined by Animating Democracy’s “Aesthetic Perspectives: Attributes of Excellence in Arts for Change.”

   2. Impact on Fund: Be thoughtful about the first come, first served nature of the fund and manage the fund so that resources will not go unused at the end of the year, but also so that funds are not exhausted at the beginning of the year and therefore tending to privilege those “in the know” about this fund.

   c. Budget: The applicant has presented a budget and that budget demonstrates an efficient and effective use of the funds.

   d. Equity and Inclusion: The applicant’s response to the question, “What are your plans to address the issues of diversity and equity?” demonstrates that their work will further the goal for the City of Evanston to “Ensure Equity in All City Operations.”

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e. Evanston Impact: The proposal demonstrates that those who fund the Community Support Fund, the residents of the City of Evanston, will also benefit from a proposed allocation of the fund.

f. Past Results (if applicable): If an applicant has received funding in the past, the City of Evanston Arts Council should consider the results of that project in the past.

2. The City of Evanston Arts Council should not allocate more than $1000 or 50% of the project’s total cost, whichever is less, unless:

3. The City of Evanston Arts Council should not fund a project for more than 4 consecutive years.
Application and Guidelines for Arts Council Community Support Fund

City of Evanston Arts Council Community Support Fund

Application and Guidelines

**Guidelines:**

**What is this fund?**

The Arts Council Community Support Fund monies are used to allow the Evanston Arts Council to support individual artists, special projects, programs or events or opportunities that arise during the calendar year that may not fit into the timing of the Cultural Fund Grants, or may not meet the criteria of those grants, which are more formal in nature. These monies are allocated at the discretion of the Evanston Arts Council and are given on a first-come-first-serve basis throughout the calendar year until the fund is depleted. Procedures for application are below.

Arts Council limits support to $1000 per request, although sometimes exceptions are made for projects that speak strongly to equity, inclusion and diversity, or that provide arts experiences and projects to underserved populations in Evanston. The Arts Council will not give support that is greater than 50% of the project's total budget including cash and in-kind funding. This is to encourage wide-spread support and collaboration.

If funds are allocated by the Arts Council, a final report will be required within 60 days of completion of the project.

**Eligibility:**

1. Applicants must demonstrate a clear understanding of what they hope to achieve with the help of this funding.
2. Funds from the City of Evanston Arts Council Community Support Fund may not exceed more than 50% of the project's total budgeted cost. (i.e. if the project is budgeted to cost $1000, this fund may not contribute more than $500)
3. The need for the funds must be at least two months away when the application is filed. The applicant must attend an Arts Council meeting at least one month before the funds are needed. Arts Council meets on the second Tuesday of the month.
4. The applicant may receive no more than 4 consecutive years of funding from this fund.
5. Applicant is prepared to submit information relating to budget, community partners, Evanston Citizens involved in producing work, projected number of Evanston citizens viewing the work, proposed outcomes, insights from previous years funding, timetable, future plans for the project, plan for addressing diversity and equity.
Application
Application Information

Primary Contact:

<table>
<thead>
<tr>
<th>Full Name:</th>
<th>Email:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone:</td>
<td>Organization Name (If Applicable):</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address:</th>
<th>City:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>Zip code:</td>
</tr>
</tbody>
</table>

Please list those who will be involved in the project. (Lead organizer, lead artist, heads of organizations, etc.) Please include a brief 2-3 sentence biography for each of those listed detailing their expertise, relevance to the project, and their relation to the City of Evanston.

1.

2.

3.

4.

5.

<table>
<thead>
<tr>
<th>Artist Name</th>
<th>Gender Expression</th>
<th>Race/Ethnic Identity</th>
<th>Disability (Optional)</th>
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<tbody>
<tr>
<td>Lead</td>
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<tr>
<td>Key 1</td>
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<td>Key 2</td>
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<tr>
<td>Key 3</td>
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</table>
Budget Details

How much are you requesting from the Community Support Fund:

*Please note that more than $1000 or more than 50% of the total cost of the project will not be awarded*

Please complete this budget, or attach your own. An example budget is provided below. Please use it as a guide.

*Example*

<table>
<thead>
<tr>
<th>Item</th>
<th>Total Project Cost ($)</th>
<th>Community Support Fund Request ($)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Salaries/Stipends</td>
<td>$1500</td>
<td>0</td>
<td>(1) Lead Artist</td>
</tr>
<tr>
<td>Food</td>
<td>$250</td>
<td>$250</td>
<td>Lunch for participants during the 3 days of program</td>
</tr>
<tr>
<td>Software</td>
<td>$300</td>
<td>$300</td>
<td>Adobe Photoshop to edit photos</td>
</tr>
<tr>
<td>Exhibition Space</td>
<td>$200</td>
<td>$200</td>
<td>Rental fees for the space which will host the finished work as well as fees associated with renting the space for a reception</td>
</tr>
</tbody>
</table>

**TOTAL**

|                | $2250 | $750   |

*Example* **Additional Sources of Revenue**: Blank Family Arts Foundation ($250), Community Partner, NFP ($250), and our operating budget ($1000) *Example*
<table>
<thead>
<tr>
<th>Item</th>
<th>Total Project Cost ($)</th>
<th>Community Support Fund Request ($)</th>
<th>Notes</th>
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</tbody>
</table>

**TOTAL:**

Please list any additional sources of revenue:
Artistic Details

1) Please describe your project. Include details about what disciplines, genres, and subject matters are involved. What do you hope are the outcomes of the project in terms of growth for the artist(s) and impact of the work itself?

2) How will this project be available to the public, especially to people in Evanston? What do you estimate to be the size of the audience? How many Evanston residents will benefit?
3) What are your plans to address the issues of diversity and equity within the project?

4) Please attach:
   a. Any work samples. Can be images, text, video, audio, and/or any for that is appropriate for your project.
   b. Letters from other partners verifying their involvement.

If this project has received funding in the past, include the report from that year.
Draft Final Report

CITY OF EVANSTON/EVANSTON ARTS COUNCIL
Community Support Fund Grant Program
Final Report Form 2019

Submit all documents to: pmartinez@cityofevanston.org

This report must show completely and accurately how the project/program actually occurred. Reports must be complete and signed by the project director by 60 days after completion.

REQUIRED MATERIALS

1. Final Report (this form), completed and signed by project director.
2. Support Documentation- two (2) to four (4) print materials and/or digital images.

SUPPORT DOCUMENTATION

Include two to four examples of published materials and news releases relating to the funded program. This documentation should verify activities which took place during this grant period as well as your compliance with the requirement that funding be acknowledged in printed material as follows: “This project is partially funded by the Evanston Arts Council, in partnership with the City of Evanston and the Illinois Arts Council, a state agency.”

DIGITAL IMAGES

Digital images must be high resolution .jpgs or .pdf files. We prefer images that show the program or project in action.

GRANTEE INFORMATION

Grantee organization or individual artist

Grant number

Name and title of individual completing this form (N/A Individual Artists)

Daytime phone

Street address

City, state, zip

Title of project/program funded

Beginning date

End date

Grant Amount: ________________

Number of audience/attendees/readers _______ Number of artists involved _______
1. Please describe how this grant was used and its impact on your mission and vision. (Individual artists, describe the grant’s impact on your personal artistic vision and goals.)

2. Please describe the impact of this grant on the community, and how you achieved accessibility and inclusiveness in your programming and/or project(s).
3. What were some of the challenges you faced as you carried out your programming and/or project(s)? Were there any unexpected or unforeseen problems or issues? In what ways, if any, did your plan change from what was originally proposed in the grant?

4. How did you measure outcomes and outputs? (ie. how did you determine whether you met your goals and/or track numbers, demographics and objectives?)
# FINAL BUDGET

**Name of organization or individual artist:**

<table>
<thead>
<tr>
<th>Income</th>
<th>Cash</th>
<th>In-kind</th>
<th>Total (cash +in-kind)</th>
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<tr>
<td>9. Municipal grants (not including Cultural Fund)</td>
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<tr>
<td><strong>Total cash (add 1-9)</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Applicant cash forward</strong></td>
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<tr>
<td><strong>Cultural Fund Grant</strong></td>
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<tr>
<td><strong>Total Revenue</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Cash</th>
<th>In-kind</th>
<th>Total (cash +in-kind)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Personnel - administrative</td>
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<tr>
<td>2. Personnel - artistic</td>
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<td>3. Personnel - technical/production</td>
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<td>4. Outside services - artistic</td>
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<td>5. Outside services - other</td>
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<td>6. Space rental</td>
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<td>7. Travel</td>
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<td>8. Marketing</td>
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<td>9. Materials and supplies</td>
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<tr>
<td>10. Insurance and royalties</td>
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<tr>
<td>11. Equipment rental</td>
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<tr>
<td>12. Other direct project expenses</td>
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<tr>
<td><strong>Total direct project expenses (add 1-12)</strong></td>
<td></td>
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<tr>
<td><strong>Capital expenditures</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>Total Expenditures</strong> (should equal Total Revenue, above)</td>
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</tbody>
</table>
AUDIENCE PROFILE

Total Attendance: ______________________

Attendance Demographics:

African-American: ____________% 

Alaskan Native/Native American: ____________% 

Asian: ____________% 

Euro-American/Euro Ethnic: ____________% 

Latino/Hispanic: ____________%

CERTIFICATION

I hereby certify that the statements contained in this report are true, correct and represent the complete accounting of this activity to the best of my knowledge.

__________________________________________
Signature

__________________________________________
Typed name and title

__________________________________________
Date
Memorandum

To: Co-chairs and Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Staff Report
Date: July 5, 2019

Summary:

1800 Maple Garage – Paul Barker

Mr. Paul Barker has formally withdrawn his interest of painting a mural at the City-owned garage located at 1800 Maple. Mr. Barker cited concerns of safety, weather, and quality of the final product due to being unable to work with the ideal materials.

Fight Like a Girl

Ms. Soojin “Gina” Clark submitted a report of her Fight Like a Girl project, which is attached below.

826-828 Noyes

Staff continues working with CPAG to sign a contract and commence the concept design phase

Mural Repairs

Staff continues to work with EMAP to schedule the artists’ work.

Attachments:

- Fight Like a Girl Report
FIGHT LIKE A GIRL
COMMUNITY ART/PHOTOGRAPHY PROJECT
COMMUNITY INVOLVEMENT

- Asked community to nominate women for the project via social media and posting flyers at community centers and popular shopping destinations around the city.
- Worked with staff Dewey Elementary School to introduce the project and ask students to nominate special women in their lives.
- All in all we received over 200 nominations.
REACHING OUT AND CONNECTING

- The most rewarding part of working on a project like this is the community involvement. This can also make it very challenging because everyone needs to do their part for the project to succeed.

- We selected 16 women- all were excited to participate and we managed to schedule all 16 photo shoots over the course of one weekend.
An important component of the project was representing the city of Evanston. After the photo shoots Jennifer and I took pictures of places like the Lighthouse, the Rose Garden, and the beach (of course) to incorporate within the portraits of our nominees.
EDITING, ADVERTISING, AND THE RECEPTION

- We had 3 weeks to edit each image (touch ups and weekly meetings and many emails to go over each piece and select which images will be worked together for each piece).
- Flyers were made and distributed
- Donation of sweets secured!
PARTY TIME!

- The reception was held at 1100 Florence
- Fun was had by all
The Evanston Arts Council graciously donated $500 towards the completion of this project. Those funds were used to cover the cost of the prints which totaled $698.28.

A stipend from Northwestern University covered the remaining balance of the prints, materials and supplies, food and beverages, and thank you gifts for the people who generously donated their time and/or talents to make this project a success.