



**City of Albuquerque Urban Enhancement Trust Fund
Arts & Culture Project Recovery Funds for Organizations
Special 2020 Funding Cycle - \$300,000**

The Funds

Since 1983, the City of Albuquerque Urban Enhancement Trust Fund has provided funding to arts and cultural organizations every two years through contracts for services.

For the past 10 years, an inter-departmental team of City of Albuquerque employees who monitor and manage the UETF fund balance have mindfully held in reserve a reasonable cushion while cautiously allocating small increases to the awards over the past two bi-annual regular funding cycles. While no one could have ever expected the worldwide situation we find ourselves in today due to COVID-19, the reserves in the fund balance are there for exactly an emergency of this magnitude. UETF funds, by law, are restricted for contracts for services. Thus the \$300,000 in funding will be immediately directed for Albuquerque arts and cultural non-profit organizations to enable them to continue to creatively provide arts and cultural programming for the community and employment for artists through June 30, 2021. The use of these funds will not diminish the upcoming FY21-22 UETF funding budget.

Award Criteria and Eligibility

Award amounts will range between \$2,500 and up to \$15,000 with final amounts determined through a sliding scale funding formula based on categorical scores for each organization. Categories include the arts organizations' cultural vitality scores, the organizations' resiliency plans and proposed programming services, including adapting or reformatting cancelled or postponed arts and cultural content for platforms suitable for Stay At Home enjoyment or developing new programming that can be rolled out in the future, but prior to June 30, 2021. A special UETF Sub-committee will review and score all applications. The funding formula will be computed on a sliding scale based on aggregated scores for all categories. The UETF process has used this type of scoring with sliding scale formula for the past two funding cycles, following national and state grant application reviewing and scoring best practices.

The City of Albuquerque UETF Arts Organization Recovery Funding Cycle is limited to Albuquerque-based, non-institutionally aligned, non-governmental, non-profit organizations whose missions are to employ artists and provide arts and cultural programming for audiences based primarily in Albuquerque, New Mexico. Foundations, Friends of, or support organizations for local or state institutions are not eligible.

Proposed Timeline:

- 4/6/20 - Announcement of UETF Arts Org Relief Funding Cycle
- 4/6/20 - Launch application site
- 4/14/20 – Close application site 5:00 pm MDT
- 4/15/20 – Review applications thru 4/22/20
- 4/24/20 – Present Recovery Funding Recommendation to UETF Committee
- 5/4/20 – Introduce Funding Resolution to City Council ask for immediate action
- 5/22/20 – Begin to execute contracts
- 5/29/20 – Begin processing payments for first deliverables

How to Apply:

Arts Organizations will submit their application on line at
<https://coacommunityevents.wufoo.com/forms/qwuy7cz03gg8nk/>

Eligible organizations may submit one application for up to \$15,000. Applicants are asked to be realistic and honest with funding requests so that this one-time special funding cycle can have as much relief impact as possible. No one source can recover the losses of all, but we can all help with recovery through trust and generosity. See budget submission details below.

All applicant will be scored based on the following four categories:

- Cultural Vitality – 30 points
- Organizational Resilience Strategy – 20 points
- Action Towards Becoming an Organization of Diversity, Equity, Inclusion and Accessibility – 20 points
- Recovery of Mission based programming/projects or development of new projects through June 30, 2021 (scope of services) – 30 points

Cultural Vitality

Cultural vitality is defined as evidence of creating, disseminating, validating, and supporting arts and culture as a dimension of everyday life in our community. Numerical and narrative data will be reviewed to establish each arts organization's cultural vitality score. This score is worth 30% of the application total score. Applicants will need to be prepared to provide data on the previous year's programming and number of employees, artist and contractors.

Organizational Resilience Strategy

Arts organizations will need to be able to describe their Organizational Resilience Strategy. Organizational resiliency counts for 20% of the total score. What systems, funding, leadership, sponsorships or other organizational relationships are in place or able to be put into place to weather

the temporary, but duration unknown, effects caused by mandatory social distancing. In short, what is your plan now?

Cultural Equity

The Urban Enhancement Trust Fund Committee has adopted a Cultural Diversity, Equity and Inclusion Statement. At the most recent meeting of the Committee, the term Accessibility was discussed as needing to be added to the statement, therefore creating a DEIA statement. The statement is as follows:

“To support a full creative life for all, the Urban Enhancement Trust Fund Committee has adopted the following statement of Diversity, Equity & Inclusion championing policies and practices that will utilize the following definition in all processes and procedures of cultural equity that empower a just, inclusive, equitable community.

DEFINITION OF CULTURAL EQUITY

Cultural equity embodies the values, policies, and practices that ensure that all people—including but not limited to those who have been historically underrepresented based on race/ethnicity, age, disability, sexual orientation, gender, gender identity, socioeconomic status, geography, citizenship status, or religion—are represented in the development of arts policy; the support of artists; the nurturing of accessible, thriving venues for expression; and the fair distribution of programmatic, financial, and informational resources.”

Arts organization are asked to share if their organization has adopted any form of DEIA statement and/or how the organization proactively works to embrace and implement diversity and inclusivity at the appropriate methods for their particular type of organization. Includes identifying as a culturally specific organization, organization of color, or African, Latino(a), Asian, Arab and Native American (ALAANA) organization. (up to 200 words) Actions toward being an organization that embraces diversity, equity, inclusion and access counts for 20% of the total score.

Recovery of Mission based programming or new programming (scope of services)

Finally, arts organization will need to describe the art and cultural programming services they can provide to the public between the time of contract execution and June 30, 2021. This section counts for 30% of the total score. The intent is for organizations to utilize as much existing and/or easily produced new arts and cultural content that can be enjoyed under current Stay at Home conditions as deliverable services as soon as possible, while also allowing for new programs to be imagined and developed for future presentation. Cancelled or postponed programming since March 15, 2020 can be adapted, reformatted or modified to be distributed through digital, on-line web, streaming or televised channels and is eligible for three special relief funds. This includes project that have already received regular UETF funding but have lost all other revenue earning opportunities. Yes, these relief funds can be used to

offset portions of the lost earned revenue for previously UETF funded projects that have been cancelled, provided that the content can be used for increased digital engagement.

The recovery funds can also be used for planning and developing new live or digital arts and cultural programming that can be rolled out in the future, but must be completed by June 30, 2021. Obviously, planning for future arts and cultural events should take into consideration audience impact should social distancing restrictions remain in place for longer periods of time than we know now.

Be prepared to describe, to the best of your ability, the services your arts organization can provide as if it is the scope of services in your contract. Be clear, be succinct, be factual. The special UETF Review Subcommittee is very familiar with our arts and cultural community and trust that applicants for these relief funds have demonstrated commitments to art and cultural programming, paying artists and other creative economy services providers that support your programming. In short, just tell us what you can do, easily, quickly and with the community at heart.

Provide a preliminary budget for your proposed programming. If you do have other funds that can match these relief funds that's great, but not required. The budget may include paying staff, artists, and other creative economy support contractors to do the work you propose. It may also include other services, consumables or licenses or fees. As always, UETF funds cannot be used to purchase equipment or other capital expenditures that result in tangible property that the organization will later own. UETF funds can, however, pay for renting equipment.

As with all UETF contracts, contracts for UETF Recovery Funding Cycle funds will be contracts for services with payments made as quickly as possible for the services provided. Planning and developing detailed programming descriptions and detailed budgets will count as part of the first set of deliverables to release the first payment.

The Public Art Urban Enhancement staff as well as other Cultural Services Department staff are available to assist with application questions. Please call our office lines and leave a message with the general nature of your questions. We will return all calls the same day.

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