



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> November 21, 2022		<b>Subject: Resolution No. 3007</b> Community Cultural Events and Programs Grant	
		<b>Staff Member:</b> Brian Stevenson, Program Manager	
		<b>Department:</b> Parks and Recreation	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.			
<b>Project / Issue Relates To:</b> Community Cultural Events and Program Grant			
<input checked="" type="checkbox"/> Council Goals/Priorities Establishment of an Arts and Culture Commission – Fund allocation of the Community Cultural Events and Programs Grant.	<input type="checkbox"/> Adopted Master Plan(s)	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Approval of the Community Cultural Events and Programs Grant.

**EXECUTIVE SUMMARY:**

The Community Cultural Events and Programs Grant (CCEP Grant) is replacing the Community Tourism Grant that for the last 20+ years has funded ongoing community events such as the Wilsonville Arts Festival, the Wilsonville Rotary Summer Concert Series and Fun in the Park, as well as funding other arts, culture and heritage related programs such as Public Art, Wilsonville Theatre and Boones Ferry Historical Society projects. Given the applicant and award history of the previous grant, the intention of the CCEP Grant is to tighten the scope in order to focus funding in support of arts, culture and heritage programs while still ensuring funding access to many of the past recipients. The restructuring of this grant was a priority in this year's Arts, Culture and Heritage Commission work plan.

The grant is intended to aid Wilsonville non-profit organizations to produce projects, programs, or events that promote arts, culture, history, and heritage; and for festivals and special events for the benefit of the Wilsonville community. The grant program seeks to stimulate participation in local culture.

The grant focus and types of projects to be considered was intentionally created to be wide-ranging and purposely open-ended.

Types of Projects to be considered:

- A new project or event that would further arts, culture, history, or heritage for the benefit of the Wilsonville community.
- An annual Wilsonville event with the introduction of new or expanded attractions or partners that engages Wilsonville's artists, craft persons, and creatives.
- Media advertising, public relations, or marketing campaigns/projects in support of arts, culture, history, or heritage projects or events.
- Program improvements that increase access to arts, culture, history, and heritage for special populations including newcomers to Wilsonville, low-income residents, ethnic minorities, and others that may not feel included in community life.

The review of applications and funding recommendations to City Council will be made by the City's Arts, Culture and Heritage Commission (ACHC) once per fiscal year at a public meeting. The review and funding recommendations will be based on applicants meeting the criteria of the grant and available funds. Unallocated grant funds will not be rolled over to next fiscal year.

**EXPECTED RESULTS:**

Grant program is intended to support local Arts, Culture, History and Heritage programs.

**TIMELINE:**

For the fiscal year 2022/23 grant cycle, the program will be marketed and publicized in December 2022, applications accepted January through March 2023, with review and funding recommendations by the ACHC to City Council in April 2023. Funds will be allocated to organizations in May 2023.

For the fiscal year 2023/2024 grant cycle, the program will be marketed and publicized in August 2023, applications accepted September through November 2023, with review and funding recommendations by the ACHC to City Council in December 2023. Funds will be allocated to organizations in January 2024. The grant timeline for subsequent years will mirror that of the 2023/2024 cycle.

**CURRENT YEAR BUDGET IMPACTS:**

The Community Cultural Events and Program Grant will be funded from the City's General Fund in the amount of \$25,000 annually. Funding for the grant program is included in the fiscal year 2022-2023 budget.

**COMMUNITY INVOLVEMENT PROCESS:**

The nine member Arts, Culture and Heritage Commission reviewed and gave staff direction for development of grant criteria. Meetings were advertised and open to the public.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The community will benefit from grant-funded projects, programs, and events that will promote and showcase arts, culture, history, and heritage; including festivals designed to stimulate participation in local culture.

**ALTERNATIVES:**

N/A

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3007
  - A. Community Cultural Events and Program Grant Guidelines
  - B. Community Cultural Events and Program Grant Application