



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

ERIE ARTS & CULTURAL ADVISORY BOARD MEETING AGENDA

Wednesday, January 26, 2022 – 4:00 pm

Webex: <https://erie.webex.com/erie/j.php?MTID=m69c806aa6e032fc42006c9255cbfc037>

- A. Welcome
- B. 2022 Review
 - a. Awards & Legislative Add-Ons
- C. 2023 Start Up
 - a. Final Schedule
 - i. Confirm date for 2023-1 meeting
 - b. Budget year on which to base the maximum 20% request
 - c. Vote on feedback type – individualized or standardized
 - d. Application Changes
 - i. Checkbox to confirm person completing the application attended the cycle's Applicant Briefing
 - ii. Require feedback and acknowledgement from all application levels
 - iii. Board diversity additional information option
 - iv. Staff diversity additional information option
 - v. CHAR 500 required – checkbox for confirmation of submittal to NYS
 - vi. 990 should be version submitted to the IRS (not draft)
 - e. Review Sheet changes
 - i. Remove application information portion from Review sheet – questions regarding funding request/purpose moved to "Financials"; questions on mission, impact, and pandemic effects moved to "Services & Programs"
 - ii. "Prior Applicant" changed to "Prior Grantee"
 - iii. Updated questions to include all text/directions displayed in application
 - iv. 50% weight for Prior Grantee Acknowledgment and Feedback Response section
 - v. Add 990-PF review questions
 - vi. Added "Program Definition of a Cultural Organization" with examples; Included as link from key questions

- vii. Included formula to see percentage of budget requested
- viii. Links to Rating System Score Chart next to Score input cell from every tab
- ix. Instructions/additional guidance to reviewer in yellow font
- x. Critical components highlighted in yellow
- xi. Additional information included for reviewing new applicants:
 1. Enter "0" Max Points Possible for new applicants/not prior grantees, and "0" for Points Achieved Comments on process and/or documents
 2. Funding recommendation equivalent for new applicants; i.e.,

Score	Prior Grantee	New Applicant
90-100%	Significant Increase	Excellent application
65 - 89%	Standard Increase	Very Good application
50-65%	Same as Prior Year	Good application
36-49%	Decrease	Acceptable application
25-35%	Significant Decrease	Bare minimum application
<25%	No funding	Unacceptable application
Not a Cultural Organization; Not a 501c3; Not based in Erie County	Not Eligible for Funding	

D. Board Items

- a. Col and picture status
- b. Changed training meeting date to after assignment of applications
- c. Bylaws & regulations/laws subcommittee
- d. Strategic Priorities subcommittee
- e. Nomination subcommittee

E. Public Participation

- a. Guidance
 - i. The Erie County Arts and Cultural Advisory Board (EACAB) welcomes input from the general public and representatives of Erie County, NYS, and federal arts and/or culture organizations. The Chairperson of the EACAB may authorize at their discretion, but is not required to allow, public participation on items on the agenda to ensure the orderly conduct of business during the meeting.
 - ii. Request time to speak by emailing Mariely Ortiz at Mariely.Ortiz@erie.gov or calling 716-858-1916 at least four (4) hours before the start of the meeting so speakers may be listed on the agenda to be posted in a timely manner as required by the NYS Open Meetings Law. Confirmation from Mariely is required to be included in the agenda and be allocated time to speak.
 - iii. Remarks and presentations from all speakers will be limited to 3 minutes. The Chairperson may allow additional time if doing so will further the duties and goals of the EACAB and Cultural Funding Program.

- iv. The Chairperson also has the ability to limit remarks from the public which are “repetitive” or “offensive”.
- b. Speakers scheduled for this meeting:
 - i. None

F. Next Meetings

- a. Documents Review for application release – *2/7/22*
- b. Training Meeting – 5/9/22
- c. Discussion/Review Meeting – 7/11/22

