



## PARKS AND RECREATION DEPARTMENT

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### FINE ARTS COMMISSION STAFF REPORT

July 26, 2021

#### Subject

2021 Artist Award Program Timeline, Application Criteria, Award Description, and Evaluation Forms

#### Recommended Action

Review and finalize the 2021 Artist Award Program, including timeline, application criteria, award description, and evaluation forms.

#### Discussion

In 2021, staff has recommended that the Distinguished Artist (DA), Emerging Artist (EA), and Young Artist (YA) run simultaneously from August through November. The award program will be launched on Monday, August 2 and applications will be due on Wednesday, November 17 at 5 p.m. as noted in the award program timeline (Attachment A).

Staff has updated the application to include the award program rules, as well as the evaluation criteria. The award application (Attachment B) has also been formatted as a fillable PDF to make the process as simple as possible for applicants.

The award descriptions have been reviewed and redlined by the Commission (Attachment C) and staff has updated them with the award evaluation criteria (Attachment D).

Staff revised the evaluation form (Attachment E) that will allow the Commissioners to evaluate multiple applicants on one document and formatted it as a fillable PDF. The evaluation criteria have also been cross-referenced in the award descriptions.

It is recommended that Commission review and approve the timeline, applications, award descriptions, and evaluation forms for the 2021 Artist Award programs.

#### Sustainability Impact

No sustainability impacts.

#### Fiscal Impact

No fiscal impact.

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Reviewed by: Joanne Magrini, Director of Parks and Recreation

Approved for Submission by: Joanne Magrini, Director of Parks and Recreation

Attachments:

A – Artist Award Timeline

B– Award Applications

C – Redlined Award Descriptions

D– Updated Award Descriptions

E – Distinguish, Emerging and Young Artist Evaluation Forms