

## **Funding for 2017 Wintertime community events through Arts in Parks**

**What:** Funding for 2017 Wintertime Community Events in City of Seattle parks

**Amount:** up to \$1,000

**Application Deadline:** by 5 p.m. Friday, November 17, 2017

**Events must be completed by:** Sunday, December 17, 2017

**Contact:** [Elizabeth.Esborn@seattle.gov](mailto:Elizabeth.Esborn@seattle.gov) or 206-233-5168

### **FUNDING OPPORTUNITY**

Seattle Parks and Recreation is pleased to announce a funding opportunity for wintertime events in city parks. Individuals and community groups can request up to \$1,000 in funding for events that have a significant arts component and which engage underserved communities. The events must be completed by the end of the day on Sunday, December 17, 2017, and awardees must submit a final invoice with receipts and accompanying documentation by no later than noon on Wednesday, December 20, 2017.

The Arts in Parks initiative is an opportunity for the city to invest in the vibrant cultural work being done in and by diverse communities throughout Seattle. This pilot program supports neighborhood arts councils, local artists, and community-based groups that are seeking to activate Seattle Parks with new and established festivals or events that promote arts and cultural participation, celebrate our diversity, and build community connections with historically underserved communities including immigrant and refugee communities, communities of color, low-income communities and LGBTQ communities.

### **ELIGIBILITY**

Who can apply:

- Individuals, artists, neighborhood arts councils and local community-based groups are eligible.
- Organizations and individual artists representing underserved communities – especially communities of color, immigrant and refugee communities, low-income communities, and LGBTQ communities – are encouraged to apply.
- Those applying are not required to be a 501(c)(3) nonprofit nor are they required to use a fiscal agent.

If funded, applicants will need to have or acquire a City of Seattle Business License, and insurance for the event as specified in the Parks Use Permit form (these costs can be part of the project's budget).

More information on business licenses can be found at the link below. City of Seattle business licenses start at \$27.50.

[www.seattle.gov/licenses/get-a-business-license](http://www.seattle.gov/licenses/get-a-business-license)

Qualifying projects must:

- Have a significant arts and culture component,
- Be free and open to the public,
- Provide a platform for or engage under-represented artists and communities,
- Adhere to Seattle Park's mission statement: "Seattle Parks and Recreation provides

welcoming and safe opportunities to play, learn, contemplate and build community, and promotes responsible stewardship of the land,”

- And take place in a City of Seattle park (Downtown parks, playfields, and green spaces adjacent to community centers are not eligible – see the list below).

### **PROGRAM CRITERIA**

Goals of the Arts in Parks initiative are to support and increase the presence of art in public spaces – specifically in public parks, to increase engagement of historically underserved communities in the program, and to support and increase the number of positive, family-friendly events that build community, celebrate diversity, and promote arts and cultural participation.

Proposals submitted to the program will be evaluated on the following criteria:

- **Quality of Project:** Clear, well-conceived, authentic relationship to the community, promotes arts participation and community relations.
- **Community Impact:** Project plan describes meaningful efforts to create community participation and reach diverse and underserved audiences.
- **Feasibility:** The project should demonstrate it has the people involved and resources available that it needs to be successful in producing the event; evidence of community involvement and support; and a clear realistic budget.

### **HOW TO APPLY**

Applicants must submit the following three documents at the same time. An application will not be considered complete until all three documents are received:

- 1. 2017 Wintertime Community Events project application**
- 2. City of Seattle Parks Use Permit Application (does not need to be pre-approved by Events Scheduling)**
- 3. A City of Seattle Parks Fee Waiver Request**

Application documents should be submitted to Elizabeth Esborn by:

1. Emailing documents, or scans of documents to: [Elizabeth.Esborn@seattle.gov](mailto:Elizabeth.Esborn@seattle.gov).
2. Postal Mailing or hand delivering documents to:  
Seattle Parks and Recreation- Westbridge Facility  
c/o Elizabeth Esborn  
4209 W. Marginal Way SW  
Seattle, WA 98106

### **DEADLINE**

Applications will be received starting November 2 and ending at 5 p.m. on Friday, November 17, 2017.

Applicants will be notified of their project status within 5 business days (by Wednesday, November 22, 2017).

## QUESTIONS?

We're here to help! Contact Elizabeth Esborn at 206-233-5168 or [Elizabeth.Esborn@seattle.gov](mailto:Elizabeth.Esborn@seattle.gov).

- Please note submitted projects may be funded at less than the amount requested, depending on the total number of eligible applications and amounts requested.
- Applicants whose projects are funded will be required to sign and return a funding contract before any items are purchased or expenses are incurred for their project.
- Does having a performer or musician as part of the event qualify as a significant arts and culture component? Yes.
- Must the event take place outdoors and in a City of Seattle park? Yes.
- Are there city parks which are not eligible for holding an event funded by this program? Yes, see the list below.

Only City of Seattle parks are eligible sites for these events. Please visit [www.Seattle.gov/Parks](http://www.Seattle.gov/Parks) to look up a specific park to ensure it is a City of Seattle park.

The following downtown City parks are NOT ELIGIBLE for events funded by this program:

- Belltown P-Patch and Cottages (Elliott Ave & Wall St.)
- Cascade Playground (Thomas St. and Pontius Ave. N)
- City Hall Park (Third Avenue and Yesler Way)
- Freeway Park (Seventh Avenue and Seneca Street)
- Hing Hay Park (Maynard Avenue S & S Jackson Street)
- International Children's Park (7th Ave. S & S Lane St.)
- Kobe Terrace (Maynard Ave. S and S Main St.)
- McGraw Square
- Myrtle Edwards Park (3130 Alaskan Way W)
- Occidental Square (Occidental Ave S & S Main Street)
- Pier 62-63 and Waterfront Park (1951 Alaskan Way and 1301 Alaskan Way)
- Pioneer Square Park
- Plymouth Pillars Park (Boren Ave. and Pike St.)
- Prefontaine Place
- Regrade Park (Third Ave. and Blanchard St.)
- South Lake Union Park (Terry Avenue N and Valley Street)
- Tilikum Place
- Union Station Square
- Victor Steinbrueck Park (Western Ave & Virginia Street)
- Washington Street Boat Landing
- Westlake Park (Fourth Avenue and Pine Street)
- Westlake Square

The following green spaces adjacent to community centers are NOT ELIGIBLE for events funded by this program:

- Alki Playground
- Ballard Playground
- Bell Street Park
- Bitter Lake Playfield
- Delridge Playfield
- Garfield Playfield
- Green Lake Playfield
- Hiawatha Playfield
- Laurelhurst Playfield
- Loyal Heights Playfield
- Magnolia Playfield
- Meadowbrook Playfield
- Miller Playfield
- Montlake Playfield
- Northgate Park
- Rainier Beach Playfield
- Rainier Playfield
- Ravenna-Eckstein Park
- South Park Playground
- Van Asselt Playground
- Walt Hundley Playfield
- West Queen Anne Playfield
- Yesler Playfield

- Are there items for which program funding cannot be used for? Yes.

Program funds cannot be used for:

- Fundraising
- Religious services
- Gifts or Awards
- Administrative costs unrelated to the funded activity
- Purchase of equipment

Program funding can be used for many items such as:

- Artist fees
- Marketing
- Project management
- Project personnel costs
- Supplies, equipment rentals
- Park permit and insurance (see permits documents)
- Food (up to 10% of amount awarded)

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