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ADD ON

Meeting Date
12/19/17



AGENDA	
Section	New Business
Item No.	VI F 6

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	FY18 Brevard County Community Cultural Grants
DEPT/OFFICE:	Brevard Cultural Alliance

Requested Action:

This agenda item requests approval of the attached recommendations from the Brevard County Community Cultural Grant Review Panel to fund 32 nonprofit cultural organizations or programs within the county.

Summary Explanation & Background:

The Brevard County Community Cultural Grant program was established by the Brevard County Board of County Commissioners in 1987. The Board contracts with Brevard Cultural Alliance (BCA) to manage and administer the grant program through a competitive and rigorous process.

The Board is asked to approve \$130,000 in grant awards for FY18 and contracts with BCA to administer the Brevard County Community Cultural Grant program.

Cultural Grant Program timeline:

- The document which details the application process and provides program guidelines is attached here. The County Attorney reviewed and County Commission approved the guidelines in 2015. Dates were simply updated for the FY18 grant cycle.
- Grant workshop for potential applicant organizations was conducted on August 18, 2017
- Application deadline for this program was September 22, 2017 (delayed due to Hurricane Irma)
- Grant review panel met on November 17, 2017 to score applications and recommend funding per the attached funding iteration formula. RSM US staffed the meeting to validate and tabulate panel scores.

Approval of the attached recommendations from the Brevard County Community Cultural Grant Review Panel will provide funding to 32 cultural organizations or programs for the October 2017 – September 2018 funding cycle. The grantees are required to provide Quarterly reports throughout the grant period. Grant funds are released on a reimbursement basis. The Panel, comprised of five members, included: Chair **Andrea Farmer**, Cape Leisure Corp.; **Julie Braga**, Courtyard by Marriott/West Melbourne; **Jenora Duprey**, Kennedy Space Center Visitor Complex; **Cindy Johnson**, Brevard Public Schools; and **Andrew Weintraub**, Health First.

Name: Neil Levine, Executive Director
Brevard Cultural Alliance, Inc.
Address: 2725 Judge Fran Jamieson Way, C-307
Viera FL 32940 321-690-6817

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Clerk to the Board instruction:

Exhibits Attached: FY18 Brevard County Community Cultural Grant Applicant Listing & Panel Recommendations; FY18 Funding Tabulation; FY18 Brevard County Community Cultural Grant Guidelines

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager	Interim Assistant County Manager	Department Director / Extension
Frank Abbate <i>FBA</i>	James P. Liesenfelt <i>J. Liesenfelt</i>	

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The participating organizations are required to provide quarterly reports which clearly illustrates how much the participants have spent in the county. For the last full year of this program quarterly reports illustrated that the \$150,000 acted as a catalyst for participants to spend \$7,797,422. This in-county expenditure was on line items such as materials and supplies for use in productions or exhibits and event, marketing & print costs, equipment purchases, insurance costs, office supplies, contract services and rent or mortgages, etc.

The average grant for the 2017-2018 program is around \$4,000 and it will only contribute a small element of “general program support” rather than funding to mount a full production or year round program.

All grant payments to grantees are on a reimbursement basis.

In order to be reimbursed, up to the level of their grant award, grantee organizations are required to submit records of expenditures, which must be backed up by invoices and check numbers, or in the case of credit card payments account statements showing payments made receipts. These are reviewed to ensure that only qualifying expenditures are accepted - and only to the amount allowed. These verified documents are then passed to the County for double verification and sign off - after which a check request for reimbursement is made.

Fiscal Impact: \$30,000 County Community Cultural Grants Fund
\$100,000 Tourist Development Council Cultural Marketing Program Fund