SPRING 2013 ARTNIGHT
MINIGRANT OPPORTUNITY

APPLICATION DEADLINE: January 24, 2013, 4:00 pm

EVENT DATE: FRIDAY, MARCH 8, 2013 6 pm - 10 pm

ArtNight Pasadena, sponsored by the City of Pasadena Arts & Culture Commission and the Division of Cultural Affairs, is an ongoing partnership between local cultural institutions and the City of Pasadena. Twice each year, many of the City's non-profit arts and cultural institutions open for an evening to provide a variety of art, culture, and music -- free-of-charge -- to the public. The primary purpose of ArtNight is to introduce audiences to and build membership for Pasadena's arts and culture organizations.

After 27 successful events, ArtNight attracts more than 15,000 art patrons who have come to expect excellent performances and diverse programming. Live music, dance, spoken word, theater, performance art, visual art exhibits, and story-telling are among the many eligible art forms that have received MiniGrants previously.

The ArtNight MiniGrants are funded by the Arts & Culture Commission and are intended to increase participation in ArtNight by Pasadena-based, non-profit arts and culture organizations, arts organizations without venues, independent non-commercial galleries, ensembles and individual artists.

Grant Opportunity:
The Arts & Culture Commission is seeking individual artists and organizations of all sizes and disciplines to reflect the robust cultural life of Pasadena by participating in ArtNight.

MiniGrants of $500 each are offered to smaller arts and culture organizations; arts and culture organizations without facilities; independent, non-commercial galleries; ensembles; and individual artists who live, work or lease property in Pasadena, to offset the cost of participating in the Spring ArtNight event. Awards are contingent upon available funds and host site commitment. Organizations, ensembles and groups that are based in Pasadena will receive preference over those applicants not based in Pasadena.

MiniGrant recipients must perform at and partner with one of the identified art or cultural venue host sites. There are eleven (11) Spring 2013 host sites (ArtNight Partners): Armory Center for the Arts, Art Center College of Design, Pasadena Museum of California Art, Pasadena Museum of History, Side Street Projects, Alliance Francaise, Pacific Asia Museum, Lineage Dance, Norton Simon Museum,

ArtWORKS Teen Center, and Shumei Arts Council. MiniGrant applicants are encouraged to contact the host sites as soon as possible to propose programming with partner organization staff. *Please note that host sites vary greatly in their ability to accommodate different types of programming, and some sites are not able to host MiniGrant performances at all*.

Event Date:
March 8, 2013, 6:00 – 10:00 pm

MiniGrant Application Procedure:

Applicants must submit a One-Page* Narrative and four (4) attachments outlined below.

A) **One-Page Narrative** - must include:

1) Name, address, phone number, e-mail address of contact person (artist/performer applicant please, not the host site contact person)

-AND-

2) Description of Proposed Programming, which must be sustained for the entire four-hour event, either continuously or in four scheduled performances or presentations no shorter than 30 minutes each.

-AND-

3) Brief History and Description of the applicant organization which demonstrates applicant's ability to carry out the proposed program

-OR-

4) An artistic history/description of the individual artist or ensemble (in addition to the bio/resume attachment required below) which demonstrates applicant's ability to carry out the proposed program

B) **Attachments** – must include all of the following:

1) Individual artist or artistic director bio/resume (differs from the artistic history above)

-AND-

2) Program budget, with identified use of grant monies (i.e. sound equipment, artists' fees, etc.)

-AND-

3) Brief **letter of confirmation from host site, including recognition of proposed program**.

-AND-

4) A short, 25-word marketing description of programming to be used in all City-sponsored marketing efforts and press releases.

Criteria:
Applications will be evaluated on:

- Appropriateness of proposed program for the Spring ArtNight event
- Ability of applicant to produce the proposed program
- Negotiations with host site (ArtNight Partner)

*you may attach an additional page if you require extra space for the narrative

Grant Requirements:

MiniGrant recipients must:

- promote their own event through all means possible, including e-mail, flyers, press releases, websites, and social networking;
- credit the City of Pasadena, Arts & Culture Commission in all publicity materials;
- cross-promote their event with their host site; and
- sustain their performance or presentation for the entire event, 6 pm -10 pm, either continuously or in four (4) scheduled performances or presentations no shorter than 30 minutes each

Courtesy of Cultural Affairs all MiniGrant recipients will be:

- featured on the ArtNight and Cultural Affairs websites
- highlighted in a press release sent on their behalf
- included in other print material as available or appropriate

Host Site/MiniGrant Recipient Relationships:

MiniGrant applicants must negotiate all arrangements with the host site prior to applying. Both MiniGrant recipients and host site will market their events through website postings, social media and press announcements whenever possible. ***Additional performance sites may be available on a limited basis – including City Hall.*** *For additional information please contact City of Pasadena, Cultural Affairs Division (626)744-7062.*

DEADLINE and Conditions – PLEASE NOTE 4:00 PM :

- **Application must be received by January 24, 2013, 4:00 pm (received by, not postmarked by)**
- You will receive notice of award status no later than the day following the application deadline.
- All awards are made on a reimbursement basis only – recipients will be paid by check approximately 3 weeks after the ArtNight event.
- The grant is non-deferrable and non-transferable.

Delivery – E-MAIL delivery accepted

Please E-MAIL your application to jfil-contractor@cityofpasadena.net, OR hand-deliver OR send via U.S. Postal Service to:

Spring ArtNight 2013 MiniGrant
City of Pasadena, Cultural Affairs
175 North Garfield Avenue
Pasadena, CA 91101

Questions

E-mail questions to Jayme Filippini at jfil-contractor@cityofpasadena.net or call the City of Pasadena Cultural Affairs Division (626)744-7062.

ArtNight Information: http://artnightpasadena.org/