



CITY OF DUBLIN  
HERITAGE & CULTURAL ARTS COMMISSION  
REGULAR MEETING AGENDA

THURSDAY, OCTOBER 13, 2016, 7:00 PM  
DUBLIN CIVIC CENTER, 100 CIVIC PLAZA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ORAL COMMUNICATIONS**
  - 3.1 **New Parks and Community Service Director James Rodems**

The Commission will have an opportunity to meet the City of Dublin's new Parks and Community Services Director, James Rodems.
  - 3.2 **Public Comments**

At this time, the public is permitted to address the Heritage and Cultural Arts Commission on non-agendized items. The Commission must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Commission may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Office of the Parks and Community Services Department related to the proper procedure to place an item on a future Heritage and Cultural Arts Commission agenda. The exceptions under which the Heritage and Cultural Arts Commission MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).
4. **MINUTES OF THE SPECIAL AND REGULAR MEETINGS**
  - 4.1 **Minutes of the August 11, 2016 Regular Meeting**

The Commission will consider approval of the minutes of the August 11, 2016 Regular Meeting.  
**STAFF RECOMMENDATION:**  
Approve the minutes of the August 11, 2016 Regular Meeting.
5. **WRITTEN COMMUNICATIONS** – None.
6. **PUBLIC HEARING** – None.
7. **UNFINISHED BUSINESS** – None.
8. **NEW BUSINESS**
  - 8.1 **Arts Space Grant Pilot Program**

The Commission will hear presentations from the five organizations seeking Arts Space Grants under the pilot program, and will consider the requests.  
**STAFF RECOMMENDATION:**  
Receive the Report and make a recommendation to City Council regarding organizations to be awarded Arts Space Grants under this pilot program.
  - 8.2 **Heritage Park & Museums Annual Report, October 2015 – September 2016**

The Commission will receive a report on attendance and activities at the Heritage Park and Museums, October 2015-September 2016.  
**STAFF RECOMMENDATION:**  
Receive the Report.

*This AGENDA is posted in accordance with Government Code Section 54954.2(a)*

*If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Office of Parks and Community Services (925) 556-4500 at least 72 hours in advance of the meeting. A complete packet of information containing Staff Reports and attachments related to each item is available for public review at least 72 hours prior to a Heritage & Cultural Arts Commission Meeting or, in the event that it is delivered to the Commission less than 72 hours prior to a Heritage & Cultural Arts Commission Meeting, as soon as it is so delivered. The packet is available in the Parks & Community Services Department at Civic Center.*

**8.3 Heritage and Cultural Arts Commission Term Expirations**

The Commission will receive a report on Commission Member term expiration dates.

**STAFF RECOMMENDATION:**

Receive the Report.

**8.4 Fallon Sports Park Public Art**

The Commission will receive a report on the public participation component for the artwork for Fallon Sports Park.

**STAFF RECOMMENDATION:**

Receive the Report.

**9. OTHER BUSINESS**

**9.1 Brief Informational–Only Reports**

Brief INFORMATIONAL-ONLY reports from Commissioners and/or Staff, including Reports by Commission related to Meetings Attended at City Expense (AB 1234).

**9.2 Discussion of Future Agenda Items**

Staff will offer a preview of agenda items expected in the next two months. The Commission may suggest topics it would like to see added to future agendas with consensus of the majority of the Commission.

**10. ADJOURNMENT**



**STAFF REPORT**  
**HERITAGE AND CULTURAL ARTS COMMISSION**

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**DATE:**                   **October 13, 2016**

**TO:**                       Honorable Chair and Commissioners

**FROM:**                   Tegan McLane, Cultural Arts & Heritage Manager

**SUBJECT:**               New Parks and Community Services Director James Rodems

**EXECUTIVE SUMMARY:**

The Commission will have an opportunity to meet the City of Dublin’s new Parks and Community Services Director, James Rodems.

**RECOMMENDATION:**

Welcome Mr. Rodems.

**FINANCIAL IMPACT:**

None.

**DESCRIPTION:**

James “Jim” Rodems joined the City of Dublin as Director of Parks and Community Services on August 1.

Mr. Rodems, who was selected following a nationwide recruitment, was most recently the District Administrator for the Cordova Recreation and Parks District from 2012-2016. His background includes extensive experience in parks management, facilities management and operations, event planning, and capital project management.

Mr. Rodems began his career in recreation services in 1995 as the Director of the Activity and Recreation Center at the University of California, Davis, where he oversaw the campus arena, events center, recreation center and mall for ten years. He has also served as General Manager of the Stockton Event Center, including a 10,000-seat arena, and as the City of Lodi’s Director of Parks, Recreation, and Cultural Services from 2007 to 2012.

Mr. Rodems has an undergraduate degree in Recreation Services from California State University, Fresno.

**NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

None.

**ATTACHMENTS:**

None.



## STAFF REPORT HERITAGE AND CULTURAL ARTS COMMISSION

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**DATE:** October 13, 2016

**TO:** Honorable Chair and Commissioners

**FROM:** Tegan McLane, Cultural Arts & Heritage Manager

**SUBJECT:** Minutes of the August 11, 2016 Regular Meeting

### EXECUTIVE SUMMARY:

The Heritage & Cultural Arts Commission will consider approval of the minutes of the August 11, 2016 Regular Meeting of the Heritage and Cultural Arts Commission.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Approve the minutes of the August 11, 2016 Regular Meeting of the Heritage and Cultural Arts Commission.

### DESCRIPTION:

The Heritage and Cultural Arts Commission will consider approval of the minutes of the August 11, 2016 Regular Meeting of the Heritage and Cultural Arts Commission.

### NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

### ATTACHMENTS:

1. Draft Minutes of the August 11, 2016 Regular Meeting of the Heritage and Cultural Arts Commission.



# HERITAGE AND CULTURAL ARTS COMMISSION

## REGULAR MEETING

### *Draft Minutes*

CITY OF DUBLIN

August 11, 2016

The August 11, 2016 Regular Meeting of the Heritage and Cultural Arts Commission was called to order at 7:00 PM at the Dublin Civic Center, Dublin, California, by Chair Blackburn.

#### **ROLL CALL**

Commissioners (Cm.) Present: Blackburn, Deets, He, Iharosi, Minniear, Szollos, Tutino  
Commissioners Absent: Minniear

#### **PLEDGE OF ALLEGIANCE**

Chair Blackburn led the Pledge of Allegiance.

#### **ORAL COMMUNICATIONS**

**3.1 Public Comments** – None.

#### **APPROVAL OF SPECIAL MINUTES & REGULAR MINUTES**

**4.1 July 14, 2016 Special Meeting**

On a motion by Cm. Deets, seconded by Cm. Szollos, and by a vote of 6-0-0 with Cm. Minniear absent, the Commission took the following action:

*ACTION:*

Approved minutes of the July 14, 2016 Special Meeting.

**4.2 July 14, 2016 Regular Meeting**

On a motion by Cm. Iharosi, seconded by Cm. Szollos, and by a vote of 6-0-0 with Cm. Minniear absent, the Commission took the following action:

*ACTION:*

Approved minutes of the July 14, 2016 Regular Meeting.

**WRITTEN COMMUNICATIONS** – None.

**PUBLIC HEARING** – None.

**UNFINISHED BUSINESS** - None.

#### **NEW BUSINESS**

**8.1 Spring 2016 Quarterly Report**

Ms. Tegan McLane, Cultural Arts and Heritage Manager, presented the specifics of the item as outlined in the Staff Report.

Vice Chair Szollos commented that some friends had attended the Eggstravaganza and found that some of the eggs were empty. Ms. McLane said that they are aware of this and are working to prevent this from happening in the future.

*ACTION:*

The Commission received the Report.

**8.2 PokemonGo Response and Cemetery Rules**

Ms. Tegan McLane, Cultural Arts and Heritage Manager, presented the specifics of the item as outlined in the Staff Report and showed a video story that TV30's Slice of Life program had filmed at Heritage Park during the peak of the PokemonGo craze.

Cm. Deets expressed surprise that page three of the Staff Report did not list "drugs" among items prohibited in parks.

Chair Blackburn asked for clarification on what it means to "enter a plot." Ms. McLane explained plots are squares of land that have been purchased by a family, that may or may not have graves but are owned by someone.

Cm. Tutino expressed concern that too many signs would make the Park look cluttered. Ms. McLane explained that the new signage would replace the existing signs that are getting old. The new additional signs are intended as wayfinding, providing directions and identifying sculptures.

Chair Blackburn asked whether the new signs would be installed with the wording from the Staff Report. Ms. McLane stated the Staff Report provides a recommendation only; however, sign wording typically is not under the purview of the Commission.

Cm. Iharosi asked about recent turf damage at the Park. Ms. McLane stated Staff could see tire tracks in the grass near the gate; however, the tracks did not cut into the turf.

Cm. Iharosi stated that a bollard had been removed to allow visitors to drive next to the Church. Ms. McLane stated she would look into the removal of the bollard.

Chair Blackburn stated how pleased she was with how Staff handled the situation with the PokemonGo players.

Chair Blackburn opened the floor for Public Comment.

Mr. Richard Guarienti, Dublin resident, expressed concern with the number of people in the Heritage Park playing PokemonGo or other activities after park hours. He also stated that the wording for the proposed new signage at the bottom of page two of the Staff Report incorrectly states, "No smoking within 100 feet of park" and should be corrected to "No smoking in any City park."

Chair Blackburn asked about the "No Smoking" wording on the sign. Mr. Guarienti clarified that the current signs in the Park are correct; however, it is incorrectly stated in the Staff Report.

Seeing no further comment, Chair Blackburn closed Public Comment.

Cm. Tutino stated it was exciting to see so many people enjoying the Park enjoying, especially since it is not well known.

*ACTION:*

The Commission received the Report.

**8.3 Informational Report on Heritage and Cultural Arts Division Work Program**

Ms. Tegan McLane, Cultural Arts and Heritage Manager, presented the specifics of the item as outlined in the Staff Report.

Cm. Iharosi asked about the work being done at Shannon Park. Ms. McLane explained that the original artist for the tile fountain was hired to do some repair work and install skateboard bumpers to prevent future damage to the artwork.

Chair Blackburn asked for clarification on which items will come before the Commission and an approximation of completed projects on the list. Ms. McLane provided detail on the timing of projects and on items that will be presented to the Commission in the future.

Chair Blackburn asked about the procedure for donation/sponsorship solicitation and how the Commission could propose ideas. Ms. McLane explained it could be added to the Agenda under Section 9. Chair Blackburn stated she is interested in a printed catalog of the City's public art collection, which could be a sponsorship project.

Cm. Deets asked about the timing for announcing the Arts Space Grant Program. Ms. McLane stated the Program would be announced through City email distribution lists and website, and communicated to the media.

Chair Blackburn asked if the Commission is on the City's distribution lists. Ms. McLane stated she would make sure the Commission is notified.

Cm. Tutino asked why there was a delay in the Cemetery Master Plan project. Ms. McLane explained it was most likely due to budget and Planning Staff time resources.

Chair Blackburn asked about the process for a Public Master Plan update. Ms. McLane said it depends on the extent of the revision; if it is a small revision it may be handled at Staff level, and if it is a larger revision of the document, then it would most likely involve a public meeting. Stakeholder groups could also be convened. For example, if the document called for many art pieces to be placed in a particular area, a committee comprised of nearby residents and business owners might be convened.

Chair Blackburn opened the floor for Public Comment.

Mr. Richard Guarienti, Dublin resident, asked how the items are prioritized. Ms. McLane stated there is no specific rank of priority for the items; they are all considered high priority by City Council and City Management, and Staff's work plan calls for them to be completed within the next year.

Mr. Guarienti asked about the Cultural Arts Needs Assessment results. He stated that results should be conveyed to the community at large, perhaps in the way recent history talks have been offered at the Library. Mr. Guarienti also requested that artists present talks about their art once it is dedicated, and the City should host art and history walks.



Vice Chair Szollos asked Mr. Guarienti for clarification about his vision for an art walk, including a possible route. Mr. Guarienti suggested an art walk might focus on art in the parks or historic buildings.

Seeing no further comment, Chair Blackburn closed Public Comment.

Cm. Tutino added that it could be a challenge to get the information out to the community regarding the presentations.

Cm. Iharosi stated she signed up for the City's email notification system and regularly receives emails about upcoming meetings and events.

*ACTION:*

The Commission received the Report.

**NEW BUSINESS** – None.

**OTHER BUSINESS**

**9.1 Brief Information Only Reports from Heritage & Cultural Arts Commissioners and/or Staff**

Cm. Iharosi reported that she and Cm. Minneair served on the Camp Parks Task Force, and they have been invited to view a 3-D movie about how the Dublin Crossing Park will look.

Cm Iharosi asked when the fountain at Shannon Park would be operational. Ms. McLane explained that the City must fix the water pumps and she has not yet received approval to turn on the fountains.

Cm. Iharosi stated she attended the Cultural Arts Needs Assessment Survey meeting.

Vice Chair Szollos reported that she would be attending the City Council meeting next week, because she has an interest the proposed Promenade in eastern Dublin.

Chair Blackburn stated she also attended the Cultural Arts Needs Assessment meeting and will also be attending the next City Council meeting.

Cm. Tutino stated she met the new Dublin Unified School District (DUSD) Superintendent and noted the Superintendent is very interested in working with the City on a 150-year Anniversary of the Murray School District celebration. Cm Tutino stated there is interest at the District in historical programs beyond the current program for third graders. She stated she and other artists are still working on the mural at the Heritage Park.

Cm. Deets reported he attended the Cultural Art Needs Assessment Survey meeting.

Ms. McLane provided program, project, and event updates.

**9.2 Discussion of Future Agenda Items**

Ms. McLane provided an overview of upcoming agenda items for the Commission.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 8:27 PM.

Minutes prepared by Kristen Finn, Recording Secretary.

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Chairperson

ATTEST: \_\_\_\_\_  
Tegan McLane  
Cultural Arts and Heritage Manager



## STAFF REPORT

### HERITAGE AND CULTURAL ARTS COMMISSION

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**DATE:** October 13, 2016

**TO:** Honorable Chair and Commissioners

**FROM:** Tegan McLane, Cultural Arts & Heritage Manager

**SUBJECT:** Arts Space Grant Pilot Program

#### EXECUTIVE SUMMARY:

The Commission will receive a report on applications for the Arts Space Grant Pilot Program, hear presentations from applicants for the Arts Space Grant Pilot program and make a recommendation to the City Council on awards of Arts Space Grants.

#### FINANCIAL IMPACT:

Administrative costs for the Arts Space Grant pilot program have been included in the 2016-17 Cultural Arts budget. Staff estimates administrative costs to be minimal, approximately \$2,600 annually.

Direct costs for Facility Attendants will vary, depending on the dates and facilities for which space granted. Time granted at Dublin High School Center for the Performing Arts and Education incurs no direct cost to the City.

Time granted at City-owned facilities could incur direct costs of Facility Attendants and potentially lost revenue. Direct costs will be carefully tracked during the pilot program to provide City Council with complete information when it evaluates the pilot program.

Based on the requests received, Staff estimates direct costs for Facility Attendants to be \$1,310. This includes set-up and take-down of furniture for the events and, for events scheduled outside of normal business hours, building supervision during the event. Actual direct costs will be closely tracked during the pilot program and reported at the conclusion of the pilot program.

If all hours requested under the space grant were rented at the Dublin resident rate, the maximum potential lost revenue to the City would be \$9,810. However, based on past rentals, Staff believes it is very unlikely that all hours requested by Arts Space Grant applicants would be requested and rented by other users. Should anyone request these dates, there is ample available rental space to accommodate most potential renters with other days or spaces.

## **RECOMMENDATION:**

Receive the Report and make a recommendation to City Council regarding organizations to be awarded Arts Space Grants under this pilot program.

## **DESCRIPTION:**

At its July 19 meeting, the City Council approved the proposal for an Arts Space Grant Pilot Program, which had been previously recommended by the Heritage and Cultural Arts Commission. In mid-August, the application was posted to the City's website and publicized through normal City channels, as well as to those registered in the City's Cultural Arts Resources Database and through the media. Both The Independent and The East Bay Times newspapers ran articles promoting the program, and explaining the application procedure.

A mandatory informational meeting was held on September 9, and applications were due September 15.

Eight organizations sent representatives to the informational meeting, including several not previously known to City Staff. Five organizations submitted applications for the pilot program and all were asked by Staff to complete follow up questions based on their proposals. The Arts Space Grant requests are summarized below, and applications and answers to follow up questions are attached.

Under the rules of the grant program, applicants are required to attend the October 13 Heritage and Cultural Arts Commission Meeting in order to qualify for a space grant. Applicants have been requested to prepare a three-minute presentation, including an overview of their organization, their specific space grant request and an explanation of how their program will meet the City of Dublin's Cultural Arts goals. Commissioners will have an opportunity to ask organization representatives questions following the presentation.

Commissioners are being provided with access to the applications online through Zoomgrants software, and are being asked to rate the applications within the software prior to the October 13 Commission meeting. Following the presentations by the groups, Commissioners may adjust their ratings as needed.

Staff has verified that all applicants meet the minimum requirements of the grant. Staff has worked with the applicants to verify that their requested space is available and/or has worked with them to find alternate dates and/or locations. As no two applicants have requested conflicting space/dates, and the request for each space is within the maximum allotted hours, the Commission is free to recommend in favor of supporting all five applicants, if it wishes to do so.

The applicants and their proposals are:

### **Amador Valley Quilters**

Amador Valley Quilters has requested 30 hours at Dublin Public Library Community Room for Quiltinators/QOV Rookie Quilt, a free program where experienced quilters mentor new quilters and new quilters make quilts to donate to organizations in and around Dublin. Although the application requests Mondays, there was no space available on Mondays; the program is now proposed for first Wednesdays of the month, December through May, for five hours during the day. Estimated direct cost for the Facility Attendant time for set-up and take-down is \$240. This is a rentable space, priced at \$90/hour for residents, so potential lost revenue is \$2,700 (Attachment 1).

### **Dublin Historical Preservation Association**

Dublin Historical Preservation Association has requested two weeks display space in the City Hall Lobby for a display of “Dublin Aerial Photos as Art and History,” to take place February 27-March 10. The display will invite members of the public to leave comment cards. To mark the exhibit opening, the exhibit curator will present a talk about the images, and DHPA will host a small reception in the lobby. Estimated direct cost for Facility Attendant time for set-up and take-down is \$30. This is not normally a rentable space, so there is no potential lost revenue (Attachment 2).

### **East Bay Marathi Mandal**

East Bay Marathi Mandal, an Indian cultural organization, has requested eight hours at the Dublin High School Center for the Performing Arts for a concert titled “Rich Heritage of Music” on Saturday, December 3, 2016. The concert will feature a well-known Hindustani classical singer who resides in California, and may also feature local Indian music students. Under the Use Agreement with Dublin Unified School District, the City will incur no direct costs for theater technicians. This is not a rentable space for the City, so there is no potential lost revenue to the City (Attachment 3).

### **Futures Explored**

Futures Explored, a vocational program for developmentally disabled young people, has requested 33 hours at the Heritage Park Sunday School Barn for an inclusive youth filmmaking class that would be open to both the general public and developmentally disabled youth. The proposed class would be Monday evenings, three hours per week for 10 weeks, with a screening of participants work on May 17. Several young film-makers who are developmentally disabled would be hired by Futures Explored to serve as teacher’s assistants. Estimated direct cost for a Facility Attendant for set-up, take-down and building supervision is \$880. This is a rentable space, priced at \$170/hour for residents, so potential lost revenue is \$5,610 (Attachment 4).

### **Valley Concert Chorale**

Valley Concert Chorale has requested six hours at Ambrose Hall for a concert titled “March Madness with the Masters” on Friday, March 17, 2017. The concert will feature choral works by classical composers Monteverdi, Mozart, Mendelssohn and Mantyjärvi. Estimated direct cost for a Facility Attendant for set-up, take-down and building supervision is \$160. This is a rentable space, priced at \$250/hour for residents, so potential lost revenue is \$1,500 (Attachment 5).

## **NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

Applicants were notified of the meeting and requested to prepare a 3-minute overview of their organization mission, their proposed program in Dublin and how their program meets the City’s stated Cultural Arts goals.

## **ATTACHMENTS:**

1. Amador Valley Quilters Application
2. Dublin Historical Preservation Association Application
3. East Bay Marathi Mandal Application
4. Futures Explored Application
5. Valley Concert Chorale Application



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City of Dublin  
Heritage & Cultural Arts  
**Arts Space Grant Program**  
9/15/2016 deadline

## Amador Valley Quilters Quiltinators/QOV-Rookie Quilt Program

**\$ 40.00** Requested

Submitted: 9/14/2016 2:18:07 PM (Pacific)

**Project Contact**

Jeanne Brophy  
[jeannebrophy@gmail.com](mailto:jeannebrophy@gmail.com)  
Tel: 925-462-1600

**Additional Contacts**

*none entered*

**Amador Valley Quilters**

P.O. Box 955  
Pleasanton, CA 94566  
United States

Telephone 925-462-1600

Fax

Web [amadorvalleyquilters.org](http://amadorvalleyquilters.org)

**President**

Linda Schmidt  
[shortattn@comcast.net](mailto:shortattn@comcast.net)

### Eligibility Verification

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

**1. Is your organization:**

- A 501c3 nonprofit organization
- Operating under a fiscal sponsor
- Neither

**2. Your organization's EIN number:**

68-0218621

**3. What is your organization's mission?**

This is a drop in and sew/quilt group whose purpose is to piece and quilt community quilts and Quilts of Valor. We have help clinics set up to teach, help solve problems and build confidence. This "Friendship Group" donates approximately 300 of the 1000+ quilts donated to local charities including Dublin Police Dept. annually by Amador Valley Quilters. A complete list of recipients is available upon request. The Quilts of Valor quilts that we make are donated to veterans mainly in Alameda County. We have presented quilts at the Veteran's Hall in Livermore, Pleasanton and the U.S.S. Hornet just to name a few. We do good works and we loving sharing our knowledge of quilting to new quilters and experienced quilters alike. I feel we would be a good fit for Dublin and we have several members that currently reside in Dublin. Quilting is a recognized art form, you only need to see Linda Schmidt's work that hangs in your lobby to recognize that. Linda has been a member of AVQ for many years and is now our currently our president.

**4. Fiscal sponsor organization (must be a 501c3 or government entity):**

*-answer not presented because of the answer to #1-*

**5. Fiscal sponsor's CEO/Executive Director:**

*-answer not presented because of the answer to #1-*

**6. Fiscal sponsor's contact person/title:**

*-answer not presented because of the answer to #1-*

**7. Fiscal sponsor's mailing address:**

*-answer not presented because of the answer to #1-*

**8. Fiscal sponsor's phone number(s):**

*-answer not presented because of the answer to #1-*

**9. Fiscal sponsor's email address:**

*-answer not presented because of the answer to #1-*

**10. Fiscal sponsor's website:**

*-answer not presented because of the answer to #1-*

11. Fiscal sponsor's EIN (employer identification number):

-answer not presented because of the answer to #1-

12. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a DOJ background screening (Livescan fingerprinting)?

N/A

13. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a TB test in the past two years?

N/A

14. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors are aware of and understand their responsibilities as Mandated Reporters?

N/A

## Application Questions

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

### About Your Event

#### 1. Event genre:

- Fine Art
- Folk Art
- Film/Digital Arts
- Dance
- Theater
- Music
- Literary Arts
- Cultural Arts
- Multidisciplinary/Other

#### 2. Description of the event:

We meet monthly to teach quilting to new and experienced quilters. During our get together we will cut kits, sew tops or quilt the completed tops. These quilts are donated to local agencies or to our local veterans.

#### 3. Requested location:

- Dublin High School Center for the Performing Arts & Education
- Heritage Sunday School Barn
- Heritage Old St. Raymond Church
- Heritage Little Classroom
- Shannon Center Ambrose Hall
- Dublin Senior Center Ballroom
- Dublin Senior Center Art Classroom
- Dublin Library Community Room
- Dublin City Hall Lobby

#### 4. First choice date(s):

First Monday's of the month. 10-3-16, 11-7-16, 12-5-16, 1-2-17, 2-6-17, 3-6-17, 4-3-17,5-8-17, 6-5-17

#### 5. Second choice date(s):

Third Monday of the month

#### 6. Third choice date(s)

Fourth Monday of the month

#### 7. Event type:

An active event is one where your guests are participating in the art form (i.e., a workshop or rehearsal). A passive event is one where your guests are primarily viewing the art or performance of others (i.e. an exhibit or concert).

- Active (participatory)
- Passive (viewed)

#### 8. How many people can participate in the artistic activity?

As many as the room will hold for a workshop. 15-40

9. How many spots are you willing to guarantee for Dublin residents?

-answer not presented because of the answer to #7-

10. What are you charging to participate?

Nothing

11. What discount or special consideration, if any, are you offering to Dublin residents?

N/A

12. What audience size do you expect?

N/A

13. What are you charging to attend?

N/A

14. How many artists or performers do you expect to participate?

N/A

15. List any participating artists or performers who are Dublin residents. Provide name and street address.

N/A

### About Your Goals, Measure of Success

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16. Which of these City of Dublin Cultural Arts goals does your program meet? Check all that apply.

- Create more art in public places
- Advance historical and cultural aspects of Dublin Heritage Park & Museums
- Develop programs and partnerships that support a broad spectrum of cultural arts
- Provide consistent and ongoing arts education for Dublin's youth
- Promote and market Dublin's heritage and cultural arts

17. Describe how your event will meet the City of Dublin Cultural Arts goals and your organizational goals or mission.

We want to give as many quilts as needed to Bay Area local agencies and to our local veterans. We want to help anyone that wants to quilt learn the skills necessary. I have taught for many years and have found it quite rewarding. I feel once a person knows how to quilt, they then have the tools to produce fine quality works of art that Dublin would be proud of. They first need to learn how to make that first stitch. All of our experienced and celebrated quilters all started with that first stitch and now are known throughout the world. Linda Schmidt and Alex Anderson are just 2 of Amador Valley Quilters outstanding artists.

18. Choose how you will quantitatively measure the success of your program. Check all that apply.

*You will be asked to provide documentation of the items you choose.*

- Number of artists displaying work
- Number of performers in show
- Number of students enrolled in program
- Number of public creating art
- Number of audience members
- Number of exhibit guests
- Number of artworks displayed
- Number of artworks created
- Total participant hours (participants x length of time participating in the space)
- Percentage of participants satisfied or very satisfied, based on a survey
- Percentage of participants increasing skill, based on pre- and post-test
- Amount of donations received (\$)
- Amount of ticket sales (\$)
- Amount of media coverage
- Other

19. What other evidence will you be able to provide afterward to show how successful your event was?

*You will be asked to provide copies of the items you choose.*

- Critical reviews
- Audience reviews/testimonials
- Participant reviews/testimonials
- Photos of the event
- Video of the event
- Performance or exhibit program
- Other



## Event Budget

### Funding Sources/Revenues

Proposed Event

|  |                |
|--|----------------|
| Participant Fees                         |                |
| Ticket Sales                             |                |
| Concession Sales                         |                |
| Cash Donations                           |                |
| In-Kind Donations                        |                |
| Other Grant Funding                      |                |
| Allocation from General Operating Budget |                |
| Other (please indicate)                  |                |
| <b>Total</b>                             | <b>\$ 0.00</b> |

### Projected Expenses

Proposed Event

|                               |                |
|-------------------------------|----------------|
| Office supplies               |                |
| Marketing/advertising         |                |
| Other administrative expenses |                |
| Administrative staff          |                |
| Artistic staff                |                |
| Production staff              |                |
| Guest artists                 |                |
| Other personnel               |                |
| Facility rent                 |                |
| Production supplies           |                |
| Equipment                     |                |
| Royalties                     |                |
| Meals                         |                |
| Artist travel/lodging         |                |
| Other production expenses     |                |
| <b>Total</b>                  | <b>\$ 0.00</b> |

### Event Budget Narrative

N/A

## Documents

### Documents Requested \*

Required? **Attached Documents \***

Business license  
General liability insurance or special event insurance  
Rental Application

## Additional Questions

### Are these workshops free for the participant?

Yes, everyone is welcome at no cost to them. Since we are making Community Quilts for our local charities and Quilts of Valor for our local veterans, all projects will be left with us to distribute. We give you the tools to learn to make quilts of your own while helping the local community. Some of our quilts have been distributed to the Dublin Police Dept. The listed contact is Toni or Angela at City Hall Dublin as of 2014. On our website we have a form for veterans to fill out to be presented a quilt and Dublin veterans should apply. All veterans' requests are satisfied. I do not have access to their personal information to see how many Dublin veterans have received quilts. I also do not have personal information as to how many Dublin residents have received quilts through the agencies in Alameda County that we give to, i.e. Children's Hospital at ValleyCare Medical Center, Pleasanton (Contact - Gina Teeples) or TriValley Haven, Livermore (Contact - Lanine Thompson) to name just a few. A full list of our agencies is available upon request. Our guild (AVQ) donates between 900-1000 quilts a year and Quiltinators donates approx. 300 of those quilts.

### Can you offer pre-registration for Dublin residents to ensure their participation? How will you guarantee 51% of the participants will be Dublin residents?

I can certainly give Dublin residents priority but I don't feel this is necessary since I do not have a closed workshop. The amount of people that attend is only restricted by space available. I have never turned anyone away. We currently have 3 Dublin residents out of the 20-25 active participants.

Their info is:

Ruth Edwards Audrey Hutchinson Sue Stephenson  
8153 Holanda Lane 7725 Woodren Ct 7013 Mansfield Ave  
94568 94568 94568

**Do you have to be a member of the AVQ to participate?**

No, this is a friendship group. Only the contact person (me) needs to be a member of AVQ.

**If this is a drop-in program, how do collect participant information? (i.e. name, address, etc.)**

I have a sign in sheet in the front of the room or at a designated area that everyone is requested to fill out.

**What time of day do you plan on offering the workshops?**

10 am - 3 pm

**Are your days, times, location flexible? If not, please list the dates your workshops are NOT available.**

We have been meeting on the first Monday of the month for about 7 years, so this would be my preference. The second Monday is not available because Community Quilts meets that day and many of our members also belong to the Community Quilts group. I can only be flexible to the point of a specific day (M-F) every month. It would also be best to have the same room. I cannot see my group surviving if this were to change every month nor would it be effective for Dublin residents to try and figure out where we are.

**What are the "other" measurements you are proposing to measure your program's success?**

The ultimate measure would be how many quilts are done and how many new members of Quiltinators join and stay with us. Specifically, how many Dublin residents join us. The fact that the meeting place would be in Dublin, would encourage more Dublin participants to attend.

**Will you be measuring participant hours to measure success?**

No. Our best measure is the end result... a quilt.

**Please explain the space necessary for the workshop? Will you need tables, chairs, etc.? and if so, how many participants per table?**

We will need a table for every 2 sewers, assuming that the tables are no smaller than 6' and a chair for each participant. I will need at least 2 tables for cutting and a couple of ironing stations.

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Application ID: 64375

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City of Dublin  
Heritage & Cultural Arts  
**Arts Space Grant Program**  
9/15/2016 deadline

## Dublin Historical Preservation Association Dublin Aerial Photos as Art and History

**\$ 32.00** Requested

Submitted: 9/14/2016 3:55:52 PM (Pacific)

**Project Contact**

DHPA DHPA  
[dhpaorg@gmail.com](mailto:dhpaorg@gmail.com)  
Tel: NA

**Additional Contacts**

minniear@comcast.net

**Dublin Historical Preservation Association**

7172 Regional Street, PMB 316  
Dublin, CA 94568

**President**

Steven Minniear  
[dhpaorg@gmail.com](mailto:dhpaorg@gmail.com)

Telephone 925 785-2898

Fax

Web [dhpa.org](http://dhpa.org)

### Eligibility Verification

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

**1. Is your organization:**

- A 501c3 nonprofit organization
- Operating under a fiscal sponsor
- Neither

**2. Your organization's EIN number:**

94-2515688

**3. What is your organization's mission?**

DHPA promotes and encourages an interest in those historical resources that represent the heritage of Dublin and the surrounding area. It works with all interested parties and organizations towards that goal.

DHPA's mission is includes providing local historical opportunities to the residents and guests of Dublin. Included in the mission will be special consideration for the cultural diversity of Dublin and the region.

**4. Fiscal sponsor organization (must be a 501c3 or government entity):**

-answer not presented because of the answer to #1-

**5. Fiscal sponsor's CEO/Executive Director:**

-answer not presented because of the answer to #1-

**6. Fiscal sponsor's contact person/title:**

-answer not presented because of the answer to #1-

**7. Fiscal sponsor's mailing address:**

-answer not presented because of the answer to #1-

**8. Fiscal sponsor's phone number(s):**

-answer not presented because of the answer to #1-

**9. Fiscal sponsor's email address:**

-answer not presented because of the answer to #1-

**10. Fiscal sponsor's website:**

-answer not presented because of the answer to #1-

**11. Fiscal sponsor's EIN (employer identification number):**

**12. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a DOJ background screening (Livescan fingerprinting)?**

Not applicable

**13. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a TB test in the past two years?**

Not applicable

**14. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors are aware of and understand their responsibilities as Mandated Reporters?**

Not applicable

## Application Questions

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

## About Your Event

### 1. Event genre:

- Fine Art
- Folk Art
- Film/Digital Arts
- Dance
- Theater
- Music
- Literary Arts
- Cultural Arts
- Multidisciplinary/Other

### 2. Description of the event:

"Dublin Aerial Photos as Art and History" will display many overhead photographs of Dublin since the 1940's. Each photo will show the growth, development and transformation of the physical and cultural space that is Dublin. It will show Dublin in an unusual, exciting and interesting manner. Associated text panels will describe what was going on in Dublin at the time. The images will be selected from the collections of the Dublin Heritage Park & Museums, Dublin Heritage Preservation Association, Dublin Historian, and local residents.

Located in the Dublin Civic Center lobby, the presentation should entertain and educate visitors to Dublin. It should give them a new and fresh view on our community and a new sense of their new American backyard. Visitors will also be given an opportunity to leave comments about what they've seen on a comment board near the photos. The curator will review the comments each day to ensure they are suitable for public presentation.

### 3. Requested location:

- Dublin High School Center for the Performing Arts & Education
- Heritage Sunday School Barn
- Heritage Old St. Raymond Church
- Heritage Little Classroom
- Shannon Center Ambrose Hall
- Dublin Senior Center Ballroom
- Dublin Senior Center Art Classroom
- Dublin Library Community Room
- Dublin City Hall Lobby

### 4. First choice date(s):

March 6-8, 2017

### 5. Second choice date(s):

April 3-5, 2017

### 6. Third choice date(s)

May 1-3, 2017

### 7. Event type:

*An active event is one where your guests are participating in the art form (i.e., a workshop or rehearsal). A passive event is one where your guests are primarily viewing the art or performance of others (i.e. an exhibit or concert).*

- Active (participatory)

Passive (viewed)

**8. How many people can participate in the artistic activity?**

*-answer not presented because of the answer to #7-*

**9. How many spots are you willing to guarantee for Dublin residents?**

The venue is in the Civic Center lobby and is open to the public. Most viewers will be Dublin residents. The others will be Dublin guests.

**10. What are you charging to participate?**

Nothing.

**11. What discount or special consideration, if any, are you offering to Dublin residents?**

This is a free venue.

**12. What audience size do you expect?**

The usual number of people who visit the Dublin Civic Center.

**13. What are you charging to attend?**

This will be a free event.

**14. How many artists or performers do you expect to participate?**

The event will include a number of different photograph from various photographers.

**15. List any participating artists or performers who are Dublin residents. Provide name and street address.**

Many of the photographers are unknown but all the photographs will feature Dublin.

**About Your Goals, Measure of Success**

---

**16. Which of these City of Dublin Cultural Arts goals does your program meet? Check all that apply.**

- Create more art in public places
- Advance historical and cultural aspects of Dublin Heritage Park & Museums
- Develop programs and partnerships that support a broad spectrum of cultural arts
- Provide consistent and ongoing arts education for Dublin's youth
- Promote and market Dublin's heritage and cultural arts

**17. Describe how your event will meet the City of Dublin Cultural Arts goals and your organizational goals or mission.**

"Dublin Aerial Photos as Art and History" will create more art in public places by its placement the Civic Center lobby.

By using photographs from its collection, the presentation will advance historical and cultural aspects of the Dublin Heritage Park & Museums and all of Dublin's history.

Showing a new (to viewers) vantage point of Dublin's space and history, the presentation will promote and market Dublin's heritage and cultural arts to everyone who enters the Civic Center lobby.

**18. Choose how you will quantitatively measure the success of your program. Check all that apply.**

*You will be asked to provide documentation of the items you choose.*

- Number of artists displaying work
- Number of performers in show
- Number of students enrolled in program
- Number of public creating art
- Number of audience members
- Number of exhibit guests
- Number of artworks displayed
- Number of artworks created
- Total participant house (participants x length of time participating in the space)
- Percentage of participants satisfied or very satisfied, based on a survey
- Percentage of participants increasing skill, based on pre- and post-test
- Amount of donations received (\$)
- Amount of ticket sales (\$)
- Amount of media coverage
- Other

**19. What other evidence will you be able to provide afterward to show how successful your event was?**

*You will be asked to provide copies of the items you choose.*

- Critical reviews
- Audience reviews/testimonials

- Participant reviews/testimonials
- Photos of the event
- Video of the event
- Performance or exhibit program
- Other

## Event Budget

| Funding Sources/Revenues                 | Proposed Event   |
|--|------------------|
| Participant Fees                         | \$ 0.00          |
| Ticket Sales                             | \$ 0.00          |
| Concession Sales                         | \$ 0.00          |
| Cash Donations                           | \$ 0.00          |
| In-Kind Donations                        | \$ 200.00        |
| Other Grant Funding                      | \$ 0.00          |
| Allocation from General Operating Budget | \$ 0.00          |
| Other (please indicate)                  |                  |
| <b>Total</b>                             | <b>\$ 200.00</b> |

| Projected Expenses            | Proposed Event   |
|-------------------------------|------------------|
| Office supplies               |                  |
| Marketing/advertising         |                  |
| Other administrative expenses |                  |
| Administrative staff          | \$ 0.00          |
| Artistic staff                |                  |
| Production staff              | \$ 0.00          |
| Guest artists                 | \$ 0.00          |
| Other personnel               | \$ 0.00          |
| Facility rent                 | \$ 0.00          |
| Production supplies           | \$ 200.00        |
| Equipment                     | \$ 0.00          |
| Royalties                     | \$ 0.00          |
| Meals                         | \$ 0.00          |
| Artist travel/lodging         | \$ 0.00          |
| Other production expenses     | \$ 0.00          |
| <b>Total</b>                  | <b>\$ 200.00</b> |

### Event Budget Narrative

The Dublin Historical Preservation Association will provide up to \$200 for printing and presentation of photographs.

## Documents

### Documents Requested \*

### Required? Attached Documents \*

Business license

General liability insurance or special event insurance

Rental Application

## Additional Questions

### The Dublin City Hall lobby allows for an exhibit up to 2 weeks. Would you like to leave the exhibit up for 2 weeks and if not, why?

We would be happy to leave it up for two weeks. We thought that it would be nice to have a shorter, more focused exhibit to allow others to take advantage of the space.

### Will you be hosting a gallery talk or opening reception?

On opening night (the first night of the show) Steve Minniear, President of DHPA, will be available to make a short presentation and talk to attendees, from approximately six to eight pm. We will post notices on social media about the opening talk. If the city would like to publicize the event even more that would be great.

### How do you plan to track exhibit guests? Will there be a guest book?

There will be a guest book and part of the display space will be available for people to post comments and observations about the aerial photos. We will provide the book and 3x5 cards and tacks. We will also put out a box for people to put comment cards if they do not want to put them up next to the photos.

**Explain your "other" forms of quantitatively measuring success?**

If people fill out the comment cards and put them next to the photos or put comment cards in the box we think this will be indicative of a successful event. We will also use the comments as part of our post-event evaluation.

**Is there any reason why you wouldn't collect audience reviews?**

We will collect audience reviews. Attendees will be able to submit reviews of the photos and of the event, as indicated above.

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Application ID: 64371

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City of Dublin  
Heritage & Cultural Arts  
**Arts Space Grant Program**  
9/15/2016 deadline

## East Bay Marathi Mandal (EBMM) Rich Heritage of Music

**\$ 0.00** Requested

Submitted: 9/15/2016 10:41:59 PM (Pacific)

### Project Contact

EBMM Samiti  
[ebmm.samiti@gmail.com](mailto:ebmm.samiti@gmail.com)  
Tel: 9254871209

### Additional Contacts

anitamkant@yahoo.com, ann@nishcorp.com,  
kiran.gawde.ca@gmail.com, prakash\_neha@yahoo.com

### East Bay Marathi Mandal (EBMM)

3925 Appian Street,  
Pleasanton, CA 94588

Telephone 925-998-7557

Fax

Web [www.ebmm.org](http://www.ebmm.org)

### Volunteer

Anjali Gandhi  
[ann@nishcorp.com](mailto:ann@nishcorp.com)

### Eligibility Verification

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

#### 1. Is your organization:

- A 501c3 nonprofit organization
- Operating under a fiscal sponsor
- Neither

#### 2. Your organization's EIN number:

47-2966325

#### 3. What is your organization's mission?

East Bay Marathi Mandal is a progressive, cultural, and communal organization. Mandal's vision is to celebrate, promote and preserve the rich Indian heritage by actively engaging our community. We propagate this vision by organizing cultural and creative art events. Our ultimate goal is create a morally strong traditional legacy which encourages our future generations to work toward fulfilling the Mandal's objectives.

#### 4. Fiscal sponsor organization (must be a 501c3 or government entity):

-answer not presented because of the answer to #1-

#### 5. Fiscal sponsor's CEO/Executive Director:

-answer not presented because of the answer to #1-

#### 6. Fiscal sponsor's contact person/title:

-answer not presented because of the answer to #1-

#### 7. Fiscal sponsor's mailing address:

-answer not presented because of the answer to #1-

#### 8. Fiscal sponsor's phone number(s):

-answer not presented because of the answer to #1-

#### 9. Fiscal sponsor's email address:

-answer not presented because of the answer to #1-

#### 10. Fiscal sponsor's website:

-answer not presented because of the answer to #1-

#### 11. Fiscal sponsor's EIN (employer identification number):

-answer not presented because of the answer to #1-



**12. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a DOJ background screening (Livescan fingerprinting)?**

Yes

(Minors in audience will always be accompanied by their parents at all EBMM Events.)

**13. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a TB test in the past two years?**

Yes

(Minors in audience will always be accompanied by their parents at all EBMM Events.)

**14. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors are aware of and understand their responsibilities as Mandated Reporters?**

Yes

(Minors in audience will always be accompanied by their parents at all EBMM Events.)

## Application Questions

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Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

### About Your Event

---

**1. Event genre:**

- Fine Art
- Folk Art
- Film/Digital Arts
- Dance
- Theater
- Music
- Literary Arts
- Cultural Arts
- Multidisciplinary/Other

**2. Description of the event:**

Showcasing Rich Heritage of Indian Classical Music and fusion of Indian and Western music with artists like George Brooks etc.

**3. Requested location:**

- Dublin High School Center for the Performing Arts & Education
- Heritage Sunday School Barn
- Heritage Old St. Raymond Church
- Heritage Little Classroom
- Shannon Center Ambrose Hall
- Dublin Senior Center Ballroom
- Dublin Senior Center Art Classroom
- Dublin Library Community Room
- Dublin City Hall Lobby

**4. First choice date(s):**

Dec 3rd. 2016

**5. Second choice date(s):**

Dec 4th. 2016

**6. Third choice date(s)**

March 25th, 2017

**7. Event type:**

*An active event is one where your guests are participating in the art form (i.e., a workshop or rehearsal). A passive event is one where your guests are primarily viewing the art or performance of others (i.e. an exhibit or concert).*

- Active (participatory)
- Passive (viewed)

**8. How many people can participate in the artistic activity?**

*-answer not presented because of the answer to #7-*

**9. How many spots are you willing to guarantee for Dublin residents?**

**10. What are you charging to participate?**

N/A

**11. What discount or special consideration, if any, are you offering to Dublin residents?**

Early Bird discount, 10% off the regular ticket price, Group discount for for a group of 10 or more

**12. What audience size do you expect?**

500

**13. What are you charging to attend?**

\$15-\$35

**14. How many artists or performers do you expect to participate?**

5-15

**15. List any participating artists or performers who are Dublin residents. Provide name and street address.**

To Be Decided

**About Your Goals, Measure of Success****16. Which of these City of Dublin Cultural Arts goals does your program meet? Check all that apply.**

- Create more art in public places
- Advance historical and cultural aspects of Dublin Heritage Park & Museums
- Develop programs and partnerships that support a broad spectrum of cultural arts
- Provide consistent and ongoing arts education for Dublin's youth
- Promote and market Dublin's heritage and cultural arts

**17. Describe how your event will meet the City of Dublin Cultural Arts goals and your organizational goals or mission.**

\* Encourage various artists/youths (residents and non-residents of Dublin) to showcase their art forms and provide proper platform for their talent.

\* Make art programs available to Dublin residents and surrounding community at affordable rates.

\* Support art programs and keep the culture alive.

\* Get more audience to beautiful Dublin art venues, attract more community to stay/spend time in Dublin and help Dublin business and community grow.

**18. Choose how you will quantitatively measure the success of your program. Check all that apply.***You will be asked to provide documentation of the items you choose.*

- Number of artists displaying work
- Number of performers in show
- Number of students enrolled in program
- Number of public creating art
- Number of audience members
- Number of exhibit guests
- Number of artworks displayed
- Number of artworks created
- Total participant house (participants x length of time participating in the space)
- Percentage of participants satisfied or very satisfied, based on a survey
- Percentage of participants increasing skill, based on pre- and post-test
- Amount of donations received (\$)
- Amount of ticket sales (\$)
- Amount of media coverage
- Other

**19. What other evidence will you be able to provide afterward to show how successful your event was?***You will be asked to provide copies of the items you choose.*

- Critical reviews
- Audience reviews/testimonials
- Participant reviews/testimonials
- Photos of the event
- Video of the event
- Performance or exhibit program
- Other

| <b>Funding Sources/Revenues</b>          | Proposed Event      |
|--|---------------------|
| Participant Fees                         |                     |
| Ticket Sales                             | \$ 12,500.00        |
| Concession Sales                         | \$ 2,000.00         |
| Cash Donations                           | \$ 0.00             |
| In-Kind Donations                        | \$ 0.00             |
| Other Grant Funding                      | \$ 0.00             |
| Allocation from General Operating Budget | \$ 1,000.00         |
| Other (please indicate)                  |                     |
| <b>Total</b>                             | <b>\$ 15,500.00</b> |

| <b>Projected Expenses</b>     | Proposed Event      |
|-------------------------------|---------------------|
| Office supplies               | \$ 500.00           |
| Marketing/advertising         | \$ 500.00           |
| Other administrative expenses |                     |
| Administrative staff          |                     |
| Artistic staff                |                     |
| Production staff              |                     |
| Guest artists                 | \$ 8,000.00         |
| Other personnel               | \$ 0.00             |
| Facility rent                 | \$ 2,000.00         |
| Production supplies           |                     |
| Equipment                     | \$ 1,000.00         |
| Royalties                     |                     |
| Meals                         |                     |
| Artist travel/lodging         | \$ 2,000.00         |
| Other production expenses     |                     |
| <b>Total</b>                  | <b>\$ 14,000.00</b> |

#### Event Budget Narrative

None

#### Documents

| <b>Documents Requested *</b>                           | Required? | <b>Attached Documents *</b> |
|--|-----------|-----------------------------|
| Business license                                       |           |                             |
| General liability insurance or special event insurance |           |                             |
| Rental Application                                     |           |                             |

#### Additional Questions

##### How do you select your performers and cast? What criteria do they have to meet? (i.e. audition)

Yes, auditions are held. Past event video/audio are checked. More information is gained from the class/teacher the young performers are getting trained from, if possible.

For an adult, professional performer renowned and popular artist are selected.

##### Have you offered this concert before and if so, how successful was it?

This concert will be offered first time in East Bay. The artist has been performing all over the world and all his concerts have been successful and very popular. T

##### You state you offer early bird discounted tickets. Are those for Dublin residents or the general public?

Early bird discount can be offered to general public or Dublin residents only. We can be flexible as per Dublin pilots program requirements.

##### What time is the concert and how long will it be? Time allow for a tech (lighting, sound, placement) rehearsal?

Total 3 hours actual concert and 2 hours for tech rehearsal = 5 hours

##### Are there a minimum number of presale tickets that need to be sold in order to continue or cancel the concert?

We are a non profit organization we are not looking for any profit or gains from any of the programs hence every program needs to sustain itself, and this is a very big program, so Yes we typically have a break even amount that we need to target in order to make a decision if we can continue or cancel a program

##### Please explain the difference between "participant fees" and "ticket sales." Your proposal says you'll collect \$12,500 in participant fees. Please explain where these generate from and how you collect them.

\$12500 is collected from Ticket Sales. (500 seats \* \$25/per ticket). Typically we do not collect any fees from the participants we pay the participants

for performing. Example for the said concert we will pay the artists and his accompanist for performing and that money comes from the ticket sales.

**How do you plan to market/advertise the concert and to whom?**

It would be marketed to Indian and Non-Indian people with the help of -

EBMM Mailing list  
EBMM FB page  
India West Magazine  
Dublin City website/ mailing list, if possible with city's help  
Radio show  
Local newspaper/site

**Who are the guest artists and where are they traveling from? Your proposal states they cost \$8,000.**

The guest artist is a very well know and popular Hindustani Classical singer. He has recently received the highest national honor in India for his singing. The guest artist is a resident of CA and has a music school where he teaches music to young budding artist. \$8000 is the fees the artist charges to perform in an event. This fees can vary, its just an estimate.

**Why wouldn't we calculate participant hours to measure the program's success?**

Typically participant hours are not part of the program as they are for practice only and they can vary.

**Does your performance promote any religious affiliation or have any religious aspects? Please explain the program to someone who may not know or understand what "Marathi Mandal" culture is.**

The performance does not promote any religious affiliation. It is a Indian music and cultural representation which is open to all public. East bay Marathi Mandal is a Indian Cultural organization and our mission is to educate people about the diverse and rich Indian culture. All our programs are open to the general public.

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Application ID: 64508

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City of Dublin  
Heritage & Cultural Arts  
**Arts Space Grant Program**  
9/15/2016 deadline

## Futures Explored Filmmaking Class

**\$ 30.00** Requested

Submitted: 9/15/2016 9:04:14 PM (Pacific)

### Project Contact

Hester Wagner  
[hesterwagner@futures-explored.org](mailto:hesterwagner@futures-explored.org)  
Tel: 916-416-5487

### Additional Contacts

[angeliquegoldberg@futures-explored.org](mailto:angeliquegoldberg@futures-explored.org)

### Futures Explored

2021 Las Positas Ct 3147  
Livermore, 94551

### Executive Director

Will Sanford  
[willsanford@futures-explored.org](mailto:willsanford@futures-explored.org)

Telephone 925-456-0255

Fax

Web [www.futures-explored.org](http://www.futures-explored.org)

### Eligibility Verification

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

#### 1. Is your organization:

- A 501c3 nonprofit organization
- Operating under a fiscal sponsor
- Neither

#### 2. Your organization's EIN number:

94-1567161

#### 3. What is your organization's mission?

The mission of Futures Explored, Inc. is to provide life skills and work-related training to adults with developmental disabilities. We support our consumers in reaching their optimum level of individual potential by delivering a broad range of resources and ongoing guidance.

The Futures Explored "Film & Media Workshop" is a vocational program that assists individuals with developmental disabilities with learning film production, multimedia development, and supporting role skills for positions which can help lead to employment in the Film and Media Industry. The program objective is to provide hands-on, opportunities for program participants to develop tangible and experiential skills for the film and media industry.

#### 4. Fiscal sponsor organization (must be a 501c3 or government entity):

-answer not presented because of the answer to #1-

#### 5. Fiscal sponsor's CEO/Executive Director:

-answer not presented because of the answer to #1-

#### 6. Fiscal sponsor's contact person/title:

-answer not presented because of the answer to #1-

#### 7. Fiscal sponsor's mailing address:

-answer not presented because of the answer to #1-

#### 8. Fiscal sponsor's phone number(s):

-answer not presented because of the answer to #1-

#### 9. Fiscal sponsor's email address:

-answer not presented because of the answer to #1-

#### 10. Fiscal sponsor's website:

-answer not presented because of the answer to #1-

**11. Fiscal sponsor's EIN (employer identification number):**

-answer not presented because of the answer to #1-

**12. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a DOJ background screening (Livescan fingerprinting)?**

Yes, As an organization the serves individuals with disabilities, all of our staff must meet these requirements.

**13. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a TB test in the past two years?**

Yes

**14. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors are aware of and understand their responsibilities as Mandated Reporters?**

Yes

## Application Questions

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

### About Your Event

**1. Event genre:**

- Fine Art
- Folk Art
- Film/Digital Arts
- Dance
- Theater
- Music
- Literary Arts
- Cultural Arts
- Multidisciplinary/Other

**2. Description of the event:**

Introduction to Narrative Filmmaking would be a 10 week course, meeting once a week for 3 hours. It would be aimed at youth ages 14-22 as an after school program between the hours of 4-7. The curriculum, developed by Futures Explored Film and Media Director Hester Wagner, would include an introduction to the process of filmmaking by taking students through the creation of a 2-3 minute film. The ideas for the film would be generated from student interests, but could include elements of community art as it relates to Dublin.

Students would be guided through writing, pre-production (wardrobe, props, storyboarding, casting and rehearsal), production (filming) and post-production (editing). Students would identify their interests, but can explore more than one area during the course.

The course will be taught by industry professionals alongside interns who are graduates of the Livermore Practical Film and Media Workshop, a vocational training program for adults with developmental disabilities, offered through Futures Explored ([www.futures-explored.org](http://www.futures-explored.org)). The professional staff have experience in all facets of filmmaking and would run the program, while the interns provide instructional support to students in areas of camera, sound, writing and editing.

The classes would be broken down as follows: Weeks 1-2 (Script Development), Weeks 3-5 (Planning and Pre-Production), Weeks 6-7 (Filming), Week 8-10 (Editing). The course would culminate with a community screening on one additional day, with families and invited guests to view the students' work. The videos could also be available to post on the Dublin community websites as needed.

Students will each receive a DVD copy of their films upon completion of the course. The course is limited to between 10-15 students and no prior experience is necessary.

All equipment will be provided by Futures Explored, and includes professional quality cameras, and editing software.

In addition to the course, our crew will document the Behind the Scenes process of the course, and create a video of the course that can be used for marketing and publicity for future courses.

**3. Requested location:**

- Dublin High School Center for the Performing Arts & Education
- Heritage Sunday School Barn
- Heritage Old St. Raymond Church
- Heritage Little Classroom
- Shannon Center Ambrose Hall
- Dublin Senior Center Ballroom
- Dublin Senior Center Art Classroom

- Dublin Library Community Room
- Dublin City Hall Lobby

**4. First choice date(s):**

Every Wednesday 4:00-7:00 pm; February 8th-May 10th (Flexible depending on Spring Break)

**5. Second choice date(s):**

Every Thursday 4:00-7:00 pm, February 8th-May 11th (Flexible depending on Spring Break)

**6. Third choice date(s)**

Every Monday 4:00-7:00 pm, January 16th-March 20th (flexible depending on Spring Break)

**7. Event type:**

*An active event is one where your guests are participating in the art form (i.e., a workshop or rehearsal). A passive event is one where your guests are primarily viewing the art or performance of others (i.e. an exhibit or concert).*

- Active (participatory)
- Passive (viewed)

**8. How many people can participate in the artistic activity?**

Limit of 15 participants per course

**9. How many spots are you willing to guarantee for Dublin residents?**

*-answer not presented because of the answer to #7-*

**10. What are you charging to participate?**

\$200 residents/\$240 non-residents

**11. What discount or special consideration, if any, are you offering to Dublin residents?**

\$40 discount for Dublin residents

**12. What audience size do you expect?**

N/A

**13. What are you charging to attend?**

N/A

**14. How many artists or performers do you expect to participate?**

4-7 as instructors in the course

**15. List any participating artists or performers who are Dublin residents. Provide name and street address.**

As of now we do have any Dublin residents on our staff, however, as we develop the program, we could determine individuals who fit this category.

**About Your Goals, Measure of Success**

---

**16. Which of these City of Dublin Cultural Arts goals does your program meet? Check all that apply.**

- Create more art in public places
- Advance historical and cultural aspects of Dublin Heritage Park & Museums
- Develop programs and partnerships that support a broad spectrum of cultural arts
- Provide consistent and ongoing arts education for Dublin's youth
- Promote and market Dublin's heritage and cultural arts

**17. Describe how your event will meet the City of Dublin Cultural Arts goals and your organizational goals or mission.**

As Futures Explored is dedicated to providing life skills and work-related training to adults with developmental disabilities, this course would give work opportunities to emerging filmmakers through teaching the skills they have learned to the Dublin community. It provides an opportunity for community building between youth and young adults and other artists with disabilities. This will allow community growth and increased understanding of diversity. Additionally, youth are expanding their interests in the Digital Arts as there are more easily accessed resources for filmmaking, editing, etc. through technology. This course provides them tools and skills to explore the art form of film, be creative and have access to this field as they grow towards careers. Filmmaking is also collaborative in nature, so it provides individuals with different learning styles a place where they can be involved and learn the social skills required to create a piece of art together.

**18. Choose how you will quantitatively measure the success of your program. Check all that apply.**

*You will be asked to provide documentation of the items you choose.*

- Number of artists displaying work
- Number of performers in show
- Number of students enrolled in program
- Number of public creating art
- Number of audience members
- Number of exhibit guests
- Number of artworks displayed

- Number of artworks created
- Total participant hours (participants x length of time participating in the space)
- Percentage of participants satisfied or very satisfied, based on a survey
- Percentage of participants increasing skill, based on pre- and post-test
- Amount of donations received (\$)
- Amount of ticket sales (\$)
- Amount of media coverage
- Other

**19. What other evidence will you be able to provide afterward to show how successful your event was?**

*You will be asked to provide copies of the items you choose.*

- Critical reviews
- Audience reviews/testimonials
- Participant reviews/testimonials
- Photos of the event
- Video of the event
- Performance or exhibit program
- Other

**Event Budget**

| <b>Funding Sources/Revenues</b>          | Proposed Event     |
|--|--------------------|
| Participant Fees                         | \$ 3,000.00        |
| Ticket Sales                             | \$ 0.00            |
| Concession Sales                         | \$ 0.00            |
| Cash Donations                           | \$ 0.00            |
| In-Kind Donations                        | \$ 0.00            |
| Other Grant Funding                      | \$ 0.00            |
| Allocation from General Operating Budget | \$ 1,500.00        |
| Other (please indicate)                  | \$ 0.00            |
| <b>Total</b>                             | <b>\$ 4,500.00</b> |

| <b>Projected Expenses</b>     | Proposed Event     |
|-------------------------------|--------------------|
| Office supplies               | \$ 100.00          |
| Marketing/advertising         | \$ 100.00          |
| Other administrative expenses | \$ 50.00           |
| Administrative staff          | \$ 650.00          |
| Artistic staff                | \$ 450.00          |
| Production staff              | \$ 900.00          |
| Guest artists                 | \$ 600.00          |
| Other personnel               | \$ 300.00          |
| Facility rent                 | \$ 0.00            |
| Production supplies           | \$ 50.00           |
| Equipment                     | \$ 750.00          |
| Royalties                     | \$ 0.00            |
| Meals                         | \$ 0.00            |
| Artist travel/lodging         | \$ 400.00          |
| Other production expenses     | \$ 100.00          |
| <b>Total</b>                  | <b>\$ 4,450.00</b> |

**Event Budget Narrative**

This course will be taught by industry professionals (Guest Artists and Administrative Staff) working with interns (Artistic Staff and Production Staff) who have completed the Practical Film and Media Workshop. This budget allows us to deliver the program and provide pay to the interns, who will be individuals with developmental disabilities. They are supported through outside funding sources, not included in this budget. The proposed budget provides administrative costs for curriculum development, marketing and publicity materials to both advertise the course, as well as the community screening event to follow the completion of the course. The travel costs are for the crew and teachers to travel from our offices in Livermore to Dublin over the duration of the course. The equipment costs will cover the equipment we include from our workshop, as well as any maintenance costs or additional supplies needed to run the program.

**Documents**

**Documents Requested \***

Required? **Attached Documents \***



Business license

General liability insurance or special event insurance

Rental Application

## Additional Questions

### **Please explain your audience and if they are special needs participants, general population or an inclusion class**

This class would be offered to anyone ages 14-22 who has an interest in filmmaking. A portion of our instructors will be individuals with developmental disabilities who are studying or have completed our vocational training program in Livermore. They will work as writing instructors, camera and editing instructors alongside the students and with the support of professional staff members. The students in the class can be individuals with or without disabilities and it is our hope that it can be an inclusive environment for all as an opportunity to increase community integration in the Dublin and Tri-Valley area..

### **What is the minimum number of participants needed to offer the class?**

As this would be our pilot class following this model, it would be necessary to keep the class between 10-15 participants. If the course is able to be offered on an ongoing basis, it could potentially grow to accommodate more participants.

### **How and where are you planning to market to Dublin residents?**

We have relationships with many schools, including Dublin High School, and would target schools directly with flyers, emails and phone calls letting them know about the course. We also have a publicist who would reach out to the local news and media outlets to place flyers or articles about the opportunity. We have relationships with those at TV30 as well and could look for opportunities to promote through that venue. Additionally, we have a decent local following on social media through Facebook and Twitter. we would welcome any other suggestions on potential ways to market and gain interest in the program.

### **Have you offered this program before? If so, how successful was it?**

We have offered inclusive film camps in Moraga at St. Mary's for the past 10 years, and have had over 50 campers ages 10-25 each year. These camps have focused more on individuals with autism, but also their peers, and they have been immensely successful. Many of the students who would work as teachers in the class got their start as campers in our summer program. While the structure of this course would be different, the professional designing the course has an MA in Educational Theatre and has designed curricula for many courses and workshops for all ages.

### **Is there a reason why you wouldn't want to count participant hours as a form of measurement?**

No, that would be an acceptable measure of success. Our thoughts were to focus more on other measures, but attendance would be appropriate as well.

### **Can you do advanced registration for Dublin residents or guarantee spaces for Dublin residents?**

Yes.

### **Is the screening part of the space grant? If not, why not? Where is the students' final screening?**

Yes, we were thinking the screening would be part of the grant, but could be on an additional night, not necessarily during the same time as the class. There may need to be some additional time allotted for editing, so we were thinking we could arrange a separate night to invite families and friends to the screening and make it a special event. It could be in the same physical space, although if another one of the venues was a possibility that would be welcomed, we just didn't have a clear way to indicate that in the application. If this was not a possibility, it could be a smaller screening in the same physical space. We would of course wish to make the screening an opportunity to engage the Dublin community in the work of the students in the program, as well as to generate interest for the continuation of the course.

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 64423

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City of Dublin  
Heritage & Cultural Arts  
**Arts Space Grant Program**  
9/15/2016 deadline

## Valley Concert Chorale Valley Concert Chorale Choral Concert

**\$ 6.00** Requested

Submitted: 9/15/2016 4:45:29 PM (Pacific)

**Project Contact**

Donald Plondke  
[dplondke@comcast.net](mailto:dplondke@comcast.net)  
Tel: (925) 785-4529

**Additional Contacts**

ryder1331@gmail.com

**Valley Concert Chorale**

P.O. Box 286  
Livermore, CA 94551

**President**

Donald Plondke  
[dplondke@comcast.net](mailto:dplondke@comcast.net)

Telephone(925) 866-4003

Fax

Web [www.valleyconcertchorale.org](http://www.valleyconcertchorale.org)

### Eligibility Verification

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

**1. Is your organization:**

- A 501c3 nonprofit organization
- Operating under a fiscal sponsor
- Neither

**2. Your organization's EIN number:**

23-7034400

**3. What is your organization's mission?**

Valley Concert Chorale's mission is to engage audiences in the transforming power of music by sharing their passion and joy in live performance. Valley Concert Chorale is dedicated to excellence in singing choral music of all genres, nurturing the next generation of singers, and supporting musical endeavors in the Tri-Valley community.

**4. Fiscal sponsor organization (must be a 501c3 or government entity):**

-answer not presented because of the answer to #1-

**5. Fiscal sponsor's CEO/Executive Director:**

-answer not presented because of the answer to #1-

**6. Fiscal sponsor's contact person/title:**

-answer not presented because of the answer to #1-

**7. Fiscal sponsor's mailing address:**

-answer not presented because of the answer to #1-

**8. Fiscal sponsor's phone number(s):**

-answer not presented because of the answer to #1-

**9. Fiscal sponsor's email address:**

-answer not presented because of the answer to #1-

**10. Fiscal sponsor's website:**

-answer not presented because of the answer to #1-

**11. Fiscal sponsor's EIN (employer identification number):**

-answer not presented because of the answer to #1-

**12. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a**

**DOJ background screening (Livescan fingerprinting)?**

Minors would only be involved in the performance event if they are included in the audience. There are no minors who are participants in the chorus.

**13. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors have passed a TB test in the past two years?**

There are no participants in our chorus who are minors.

**14. If your event involves participants who are minors, can you verify that all adults 18 and over who oversee minors are aware of and understand their responsibilities as Mandated Reporters?**

There are no participants in our chorus who are minors.

**Application Questions**

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

**About Your Event****1. Event genre:**

- Fine Art
- Folk Art
- Film/Digital Arts
- Dance
- Theater
- Music
- Literary Arts
- Cultural Arts
- Multidisciplinary/Other

**2. Description of the event:**

The Valley Concert Chorale's winter concert 2017: "March Madness with the Masters". Choral selections by 4 composers from different time periods of music history: Monteverdi, Mozart, Mendelssohn, and Mantjarvi.

This will be our annual winter concert public performance featuring 40+ singers of the Valley Concert Chorale, John Emory Bush, conductor, Daniel Glover, piano accompanist, and, likely, a guest organ accompanist.

**3. Requested location:**

- Dublin High School Center for the Performing Arts & Education
- Heritage Sunday School Barn
- Heritage Old St. Raymond Church
- Heritage Little Classroom
- Shannon Center Ambrose Hall
- Dublin Senior Center Ballroom
- Dublin Senior Center Art Classroom
- Dublin Library Community Room
- Dublin City Hall Lobby

**4. First choice date(s):**

March 18, 2017

**5. Second choice date(s):**

March 17, 2017

**6. Third choice date(s)**

March 19, 2017

**7. Event type:**

*An active event is one where your guests are participating in the art form (i.e., a workshop or rehearsal). A passive event is one where your guests are primarily viewing the art or performance of others (i.e. an exhibit or concert).*

- Active (participatory)
- Passive (viewed)

**8. How many people can participate in the artistic activity?**

*-answer not presented because of the answer to #7-*

**9. How many spots are you willing to guarantee for Dublin residents?**

a public concert: audience likely to be 99% from Tri-Valley area but residences uncertain

**10. What are you charging to participate?**

no charge to participate (performers), but annual member dues are \$240 for 3 concert periods, so approx. \$80 for participation in this event

**11. What discount or special consideration, if any, are you offering to Dublin residents?**

none

**12. What audience size do you expect?**

150-200

**13. What are you charging to attend?**

tickets: \$20 in advance, \$25 at the door, \$10 for high school and college students; free to middle school students and younger

**14. How many artists or performers do you expect to participate?**

approximately 50

**15. List any participating artists or performers who are Dublin residents. Provide name and street address.**

chorale members: Donald Plondke, 6450 Dougherty Rd. #132; Jocelyn Lowery, 3289 Cydonia Ct; Lynda Tesillo, 7550 St. Patrick Way #500.

**About Your Goals, Measure of Success**

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**16. Which of these City of Dublin Cultural Arts goals does your program meet? Check all that apply.**

- Create more art in public places
- Advance historical and cultural aspects of Dublin Heritage Park & Museums
- Develop programs and partnerships that support a broad spectrum of cultural arts
- Provide consistent and ongoing arts education for Dublin's youth
- Promote and market Dublin's heritage and cultural arts

**17. Describe how your event will meet the City of Dublin Cultural Arts goals and your organizational goals or mission.**

The stated goals of the Arts Space Grant pilot program are to "foster the arts in Dublin and make a wider variety of arts programs available to Dublin residents," and "expose residents to the creative work of others." Part of our organization's mission is to support and broaden musical endeavors in the Tri-Valley community and to nurture the next generation of singers in the area through exposure to a wide variety of choral music performed to a high standard of excellence.

**18. Choose how you will quantitatively measure the success of your program. Check all that apply.**

*You will be asked to provide documentation of the items you choose.*

- Number of artists displaying work
- Number of performers in show
- Number of students enrolled in program
- Number of public creating art
- Number of audience members
- Number of exhibit guests
- Number of artworks displayed
- Number of artworks created
- Total participant house (participants x length of time participating in the space)
- Percentage of participants satisfied or very satisfied, based on a survey
- Percentage of participants increasing skill, based on pre- and post-test
- Amount of donations received (\$)
- Amount of ticket sales (\$)
- Amount of media coverage
- Other

**19. What other evidence will you be able to provide afterward to show how successful your event was?**

*You will be asked to provide copies of the items you choose.*

- Critical reviews
- Audience reviews/testimonials
- Participant reviews/testimonials
- Photos of the event
- Video of the event
- Performance or exhibit program
- Other

| <b>Funding Sources/Revenues</b>          | Proposed Event     |
|--|--------------------|
| Participant Fees                         | \$ 80.00           |
| Ticket Sales                             | \$ 3,375.00        |
| Concession Sales                         |                    |
| Cash Donations                           | \$ 2,500.00        |
| In-Kind Donations                        |                    |
| Other Grant Funding                      |                    |
| Allocation from General Operating Budget | \$ 0.00            |
| sales of previous concert CDs            | \$ 200.00          |
|  | \$ 3,012.00        |
| <b>Total</b>                             | <b>\$ 9,167.00</b> |

| <b>Projected Expenses</b>                           | Proposed Event     |
|---|--------------------|
| Office supplies                                     | \$ 125.00          |
| Marketing/advertising (including mailing)           | \$ 600.00          |
| Other administrative expenses                       | \$ 600.00          |
| Administrative staff                                |                    |
| Artistic staff                                      | \$ 5,400.00        |
| Production staff                                    |                    |
| Guest artists                                       | \$ 1,100.00        |
| Other personnel                                     |                    |
| Facility rent (rehearsals elsewhere for this event) | \$ 950.00          |
| Production supplies                                 | \$ 225.00          |
| Equipment   |                    |
| Royalties   |                    |
| Meals   |                    |
| Artist travel/lodging                               |                    |
| Other production expenses                           |                    |
| Insurance (for 1 of 6 annual performance events)    | \$ 167.00          |
| <b>Total</b>  | <b>\$ 9,167.00</b> |

### Event Budget Narrative

The funding sources/revenues line items are based on recent years' reported annual income.

Participant Fees - calculated as 1/3 of the annual participant dues for each of the 3 concert periods

Ticket Sales - based on conservative estimate of 75 tickets sold in advance at \$20 each, and 75 tickets sold at the door at \$25 each.

Cash Donations - VCC commonly receives donations per concert period averaging about \$5000.

The projected expenses for this event are based on our typical full-season expenses in recent years, divided by the 6 concerts that we normally present through a season over 3 concert 'periods'.

Marketing/Advertising and Administrative - based on previous year's expenses distributed over 3 concert periods

Artistic Staff - calculated from contracted annual remuneration of music director and accompanist divided by the 3-month period of concert event preparation

Guest artists - an estimate assuming the need for a guest organist to accompany one or more pieces, and possible instrumentalists and/or guest soloists

### Documents

| <b>Documents Requested *</b>                           | Required? | <b>Attached Documents *</b> |
|--|-----------|-----------------------------|
| Business license                                       |           |                             |
| General liability insurance or special event insurance |           |                             |
| Rental Application                                     |           |                             |

### Additional Questions

**You've requested March 17, 18 and 19, however, these dates may not be available due to previously scheduled events. Do you have alternate dates?**

No, our concert staffing arrangements are limited to that weekend, March 17-19.

**What time is the concert? How much time do you need for a tech rehearsal?**

We would plan the concert for 7:30 p.m. We would need about 2.5 hours previous to this time for setup and technical checks. A pre-concert rehearsal/sound check would take place about 1.5 hours before the concert.

**When and where are your other spring/fall/winter concerts?**

Dec. 2, 7:30 pm Sing-It-Yourself-Messiah participatory concert, Asbury United Methodist Church, Livermore

Dec. 10 8:00 pm Holiday concert, Lynnewood United Methodist Church, Pleasanton

Dec. 11 3:00 pm Holiday concert, First Presbyterian Church, Livermore

Mar. 19, 2017 3:00 pm Winter concert, Trinity Lutheran Church, Pleasanton

May 19, 2017 7:30 pm Eriks Esenvalds Choral Festival, All Saints Catholic Church, Hayward

May 21, 2017 3:00 pm Eriks Esenvalds Choral Festival, Mission Dolores, San Francisco

**How will you count audience, through ticket sales?**

Through ticket sales and in-performance head count.

**The participant fees listed on the application seem low. If you have 50 singers at \$80 each would be \$4,000, correct?**

*-no answer-*

**You have \$3,012 listed as revenue from an unnamed funding source. Please clarify the funding source.**

*-no answer-*

**The Dublin high School Theater is also available March 24, 25 and 26. Would any of those dates be an option for your performance?**

*-no answer-*

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Application ID: 64582

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## STAFF REPORT

### HERITAGE AND CULTURAL ARTS COMMISSION

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**DATE:**                   **October 13, 2016**

**TO:**                       Honorable Chair and Commissioners

**FROM:**                   Laura Johnston, Cultural Arts & Heritage Supervisor

**SUBJECT:**               Heritage Park & Museums Annual Report, October 2015-September 2016

#### **EXECUTIVE SUMMARY:**

The Commission will receive a report on Heritage Park and Museums attendance, activities and events conducted October 2015 through September 2016.

#### **RECOMMENDATION:**

Receive the Report.

#### **FINANCIAL IMPACT:**

None.

#### **DESCRIPTION:**

The City of Dublin’s adopted Vision Statement notes its commitment to cultural heritage and balancing history with progress, and its adopted Values in Building Community through “locations and events that bring people of all ages together,” “venues for family-based activities,” and “foster(ing) heritage and cultural development.

Dublin’s 10-acre Heritage Park and Museums – home to the Murray Schoolhouse Museum, Kolb House historic home, and other historic properties including St. Raymond Church, the Sunday School Barn and the Dublin Pioneer Cemetery – play a key role in accomplishing these goals for community building. Heritage Park has particular appeal to the oldest and youngest segments of the community, providing an ideal venue for family events and fostering interest in and understanding of the community’s history and the many cultures who have settled here.

This report includes information and statistics on this year’s exhibits, special events, park visitors, formal tours, volunteer efforts and facility rentals.

## **TEMPORARY EXHIBITS**

In addition to the permanent exhibit at the Murray Schoolhouse, which depicts the journey Dublin's founders made from Ireland to New York and across the United States to settle here, the Museum presents two smaller temporary exhibits each year, which are researched, built and installed by Staff and volunteers.

From October 17, 2015 to January 31, 2016, The Murray Schoolhouse Museum's Little Classroom featured "Dublin Schools: 1915, 1950 and Today." The exhibit depicted three classrooms from different eras of Dublin's past, from the classic little red school house of the 1950s to today's modern, high-tech classroom. Alumni from various local schools loaned memorabilia including school projects, art projects, writing projects, report cards, t-shirts, letterman jackets and school district records for the display. The display also included several yearbooks post 1960 through the present and charts depicting the rapid growth of Dublin Schools in the 1960s and compared it to a similar growth spurt today.

The Spring exhibit, "Farm-to-Table: Dublin's Farmers," which ran April 13 – July 31, 2016, was conceived as the formal kick-off to a yearlong celebration of Dublin's agricultural past. The exhibit included original farm logbooks where Harold Kolb recorded daily farm activities, an egg-sizer, a seeder over 100 years old, and photos of the Kolb farm and various other farms throughout Dublin.

This exhibit had a small opening reception at which exhibit researchers and city historians chatted with guests about Dublin's agricultural past, guests' own farming experiences, and how farming made Dublin the city it is today. Local artists discussed their work in translating local history onto a 20'x10' mural, and Master Gardeners discussed the addition of a Farm Yard vegetable garden outside the Kolb House kitchen.

Although the "Farm-to-Table" exhibit closed in July, the Year of the Farm continues as the 'Farm Yard' vegetable garden, planted at the Spring Fair, sprouted corn, beans, pumpkins, tomatoes and sunflowers over the summer. Staff is working with volunteer gardeners and three Boy Scouts to complete three Eagle Scout Projects at the Park. Design is underway for a compost bin, a potting table with a sink and a "Mud Pie Kitchen" for the children's play area. All three projects will be completed within the year and will utilize reclaimed wood and materials.

## **SPECIAL EVENTS**

### **Harvest Fair**

More than 700 visitors enjoyed traditional fall fun at the Dublin Heritage Park and Museums Harvest Fair on Saturday, October 17. Highlights included Hands-on History activities such as tractor-drawn wagon rides, gold panning, and cider pressing; lively music by Dublin Bluegrass Jam Band, and the Irish/Old Tyme Jam Band; and the McGrath Irish Dancers performing reels and jigs. The Heritage Museum opened a new exhibit on "Dublin Schools: 1915, 1950 and Today," which ran through January 31, 2016, and two new displays in the Kolb House, depicting morning chores on the Back Porch and evening pastimes in the Parlor, circa 1948.

### **Ghosts of Dublin**

Dublin Heritage Park and Museum's Ghosts of Dublin event on October 30 drew 161 people for flashlight tours of the cemetery and a lecture by local author-historians Rita Szollos and Steve Minnicar. The crowd was more than double what was originally expected, and customer response after the event was overwhelmingly positive. Volunteer guides led flashlight tours through the historic Cemetery. The Kolb House windows were decorated as they might have been on a dark and spooky fall evening during the 1940s. Participants were treated to hot cider and light refreshments. Due to the overwhelmingly positive response to the first event, Staff has created an event this year to include live ghosts in the Cemetery including Mr. Dougherty, a black and white silent film projected on the Hay Barn, and stories of ghostly encounters will be told in the Sunday School Barn. Staff hopes to repeat this educational, family-friendly event annually around Halloween.



## **Holiday Teas**

Heritage Park and Museums kicked off its holiday season with the annual Holiday Teas December 5-6, 2015. The Children's Holiday Tea hosted 21 children and family members. Attendees were treated to holiday music, a performance from the Tri-Valley Youth Performers, and a visit from Saint Nick. The Country Holiday Teas hosted 67 attendees, including a large group from the Dublin San Ramon Women's Club. Teen volunteers from Dublin High School assisted Staff with set-up and clean-up, and helped served tea. Volunteers from the Dublin Historical Preservation Association sold several holiday gift items. The Dublin High School Culinary Academy was contracted to prepare menu items including chocolate-dipped strawberries, tea sandwiches, caprese skewers and scones.

## **Spring Fair & Farm Tea**

Despite drizzly weather, an estimated 350 people attended Heritage Park and Museum's farm-themed Spring Fair on May 7. The farm theme was new this year, replacing a French-themed festival that had been declining in attendance in recent years. Children planted vegetables in a Farm Yard garden, which were prepped by Dublin Pride volunteers led by Master Gardeners Jim and Sue Farr. Seeds were donated by Renee's Garden. Challenge Dairy sponsored the Dairy pen, where visitors could milk Elsie, Heritage Park's new model cow, and try making butter, whipped cream and ice cream by hand. The event also included live music all day, wagon rides and arts and crafts activities, plus shopping at 25 arts and craft, food, nonprofit and local business vendor booths.

Attendance for this year's Spring Fair was significantly below the prior year, largely due to the inclement weather. The first weekend in May also plays host to other holiday happenings throughout the Bay Area, including Mother's Day weekend, Kentucky Derby and Cinco de Mayo festivities. This year's event was lengthened two hours, from noon to 5 PM., compared to the previous year's (1:00-4:00 PM.), in order to maximize exposure for sponsors and vendors.

Concurrent with the Spring Fair, Heritage Center volunteers hosted a Farm-to-Table Tea in the Sunday School Barn, with two seating times. Volunteers served tea and foods emphasizing local, seasonal ingredients to 36 guests. This year's farm teas attendance was down, perhaps in part to the change in theme from French Faire to Farm-to-Table. Past tea participants may have appreciated the French theme more than a farm theme. The weather may have also played a part in the lack of participation as there were only two walk-in attendees. Surveys were sent out after the tea and provided positive feedback regarding the new farm theme.

## **Music Jams**

Bluegrass and Irish/Old Tyme Music Jams are hosted at Heritage Park on alternating Tuesdays. On average, the Bluegrass Jam attracts 12-20 musicians and attendees per week and the Irish/Old Tyme bands host on average 10-18 musicians and attendees per week. Staff began tracking attendance in June.

## **VISITORS**

A Visitors Comparison shows the number of people who visited Heritage Park and Museums as part of a formal tour, as walk-in guests during public exhibit hours, or attended a special event at the Heritage Park. Tour guests were counted and recorded by the tour guide. Volunteers at the Visitor Center in the Murray Schoolhouse recorded the walk-in guests. For ticketed special events, such as Teas, guest attendance was drawn from ticket sales data. For non-ticketed events, such as the Spring Fair, the employees working the event estimated attendance.

Visitor Comparison numbers do not include people visiting Heritage Park for City-run classes (counted in class attendance numbers), private rental functions, or simply walking through the park without visiting the museum

## VISITORS COMPARISON

| Attendance Type       | 2015/2016    |            |               |            |              | 2014/2015    |            |             |            |              |
|-----------------------|--------------|------------|---------------|------------|--------------|--------------|------------|-------------|------------|--------------|
|                       | Oct-Dec      | Jan-Mar    | Apr-Jun       | Jul-Sep    | YTD TOTAL    | Oct-Dec      | Jan-Mar    | Apr-Jun     | Jul-Sep    | YTD TOTAL    |
| Adult – Tour          | 75           | 55         | 15            | 0          | 145          | 20           | 26         | 151         | 0          | 197          |
| Child – Tour          | 0            | 188        | 642           | 0          | 830          | 55           | 100        | 595         | 0          | 750          |
| Walk-In               | 271          | 234        | 335           | 461        | 1,301        | 618          | 269        | 360         | 354        | 1,601        |
| Special Events        | **929        | 0          | ***386        | 0          | 1,214        | 1058         | 157        | *530        | 0          | 1,745        |
| <b>Total Visitors</b> | <b>1,275</b> | <b>477</b> | <b>13,378</b> | <b>461</b> | <b>3,591</b> | <b>1,751</b> | <b>552</b> | <b>1636</b> | <b>354</b> | <b>4,293</b> |

\* Special Event Exhibit Attendance: Spring Faire = 450, Farm Tea = 80

\*\* Special Event Attendance: Harvest Fair=750, Ghosts of Dublin=91, Holiday Teas=88

\*\*\*Special Event Exhibit Attendance: Spring Fair = 350, Farm Tea = 36

## TOURS

In addition to a total Visitor Comparison, the City also tracks the number and type of tours. Tours are especially popular with elementary schools, as third graders study local history. Third graders from Amador, Dougherty, Dublin, Green, Kolb and Murray elementary schools and St. Raymond's School and Valley Christian School visited the Heritage Park this spring. (Frederiksen did not visit during the 2015-16 school year, but City Staff does not have information on why not.) About half of the classrooms touring also participated in add-on activities, such as tractor wagon rides, old-fashioned laundry and gold panning. Although tour numbers appear down, attendance was actually up, as several schools booked larger tours, probably with two classes combined.

## TOURS COMPARISON

| Tour Type          | 2015/2016 |          |           |          |           | 2014/2015 |          |           |          |           |
|--------------------|-----------|----------|-----------|----------|-----------|-----------|----------|-----------|----------|-----------|
|                    | Oct-Dec   | Jan-Mar  | Apr-Jun   | Jul-Sep  | YTD TOTAL | Oct-Dec   | Jan-Mar  | Apr-Jun   | Jul-Sep  | YTD TOTAL |
| School Tour        | 1         | 5        | 17        | 0        | 23        | 0         | 4        | 23        | 0        | 27        |
| Community Tour     | 4         | 1        | 1         | 0        | 6         | 1         | 2        | 2         | 2        | 7         |
| <b>Total Tours</b> | <b>5</b>  | <b>6</b> | <b>18</b> | <b>0</b> | <b>29</b> |           | <b>6</b> | <b>25</b> | <b>2</b> | <b>34</b> |

## VOLUNTEERS

There are 29 registered volunteers at the Heritage Park and Museums. Volunteers are grouped by interest and may choose to participate in a variety of specialized work groups including: Docents/Greeters, Collections and Archives, Gardeners, Photography, Walking-Tours and Tractor Volunteers. Staff is actively recruiting volunteers and has added seven new volunteers this quarter.

- Three walking tour volunteers led school tours and hands-on heritage activities for 25 Dublin classrooms.

- Twenty-two volunteers staffed the Tea Room and Hands-on Heritage activities during the Harvest Fair, Spring Fair and Farm Teas. In addition, more than 50 high school students volunteered over 550 hours of service at various special events.
- Nine greeters staffed the museum desk and led public tours during open hours.
- Heritage Park volunteer, local historian and ‘Trail Trekker’ Rich Guarienti, led a free walking tour for ten participants on a one-mile loop of Heritage Park buildings and nearby historic sites, including the Green Store and Alamilla Springs.
- Four garden committee members, led by Jim and Sue Farr, helped to beautify gardens throughout the park, weeding, raking and pruning. They now also care for the new Farm Yard, a vintage style vegetable garden planted during the Spring Fair. The garden committee tends the grounds once a week, weather and schedules permitting.
- Approximately 50 volunteers participated in projects at Heritage Park during the annual Dublin Pride community volunteer event. Volunteers assisted Staff and volunteer Farm Yard project coordinators Jim and Sue Farr with raking, loading soil, wood chips and waddles around the garden area. Volunteers also helped maintain the Cemetery by raking weeds and leaves off unmaintained graves and installing wood chips along walkways.
- Approximately 25 local Boy Scouts cleaned and weeded the graves of United States military veterans over Memorial Day Weekend and placed war memorial medallions and flags on the graves.

## VOLUNTEER HOURS COMPARISON

| Volunteer Type     | 2015/2016  |            |            |            |              | 2014/2015  |            |            |            |              |
|--------------------|------------|------------|------------|------------|--------------|------------|------------|------------|------------|--------------|
|                    | Oct-Dec    | Jan-Mar    | Apr-Jun    | Jul-Sep    | YTD TOTAL    | Oct-Dec    | Jan-Mar    | Apr-Jun    | Jul-Sep    | YTD TOTAL    |
| Museum Volunteer*  | 503        | 598        | 682        | 354        | 2,137        | 622        | 618        | 612        | 638        | 2,490        |
| Student Volunteer  | 261        | 160        | 150        | 2          | 573          | 304        | 76         | 144        | 144        | 668          |
| <b>Total Hours</b> | <b>764</b> | <b>758</b> | <b>832</b> | <b>356</b> | <b>2,710</b> | <b>926</b> | <b>694</b> | <b>756</b> | <b>782</b> | <b>3,158</b> |

*\* Museum volunteers also include garden volunteers, who tend to the flower and vegetable gardens immediately surrounding the heritage building and historic Cemetery. The lawn and other plantings are maintained by MCE, the City's maintenance contractor. It also includes those who volunteer in our archives and collections.*

## FACILITY RENTALS

St. Raymond Church has been available to the public for private rental since prior to the expansion of the Heritage Park and Museums. The Sunday School Barn became available for private rentals on May 1, 2012.

This year saw a sharp decline (down 48%) in facility rentals at Heritage Park, due in large part to construction of the Pulte Homes Heritage Park housing development across the street from Old St. Raymond Church. Potential renters have either been discouraged or unable to access the Church due to truck traffic and street construction. Potential renters were hesitant to hold a wedding, funeral or memorial in the Church with loud and constant construction. However, the houses along Donlon Way are near completion, and Staff expects rental inquiries to resume in the coming season.

## FACILITY RENTALS COMPARISON

| Rental Type          | 2015/2016 |          |          |          |           | 2014/2015 |           |           |           |           |
|----------------------|-----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                      | Oct-Dec   | Jan-Mar  | Apr-Jun  | Jul-Sep  | YTD TOTAL | Oct-Dec   | Jan-Mar   | Apr-Jun   | Jul-Sep   | YTD TOTAL |
| St Raymond Church    | 4         | 5        | 3        | 0        | 12        | 7         | 9         | 9         | 3         | 25        |
| Sunday School Barn   | 9         | 2        | 4        | 2        | 17        | 6         | 6         | 11        | 7         | 33        |
| Both                 | 1         | 0        | 1        | 0        | 2         |           | 0         | 0         | 0         | 1         |
| <b>Total Rentals</b> | <b>14</b> | <b>7</b> | <b>8</b> | <b>2</b> | <b>31</b> | <b>13</b> | <b>15</b> | <b>20</b> | <b>11</b> | <b>59</b> |

**NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

None.

**ATTACHMENTS:**

None.



## STAFF REPORT

### HERITAGE AND CULTURAL ARTS COMMISSION

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**DATE:** October 13, 2016

**TO:** Honorable Chair and Commissioners

**FROM:** Tegan McLane, Cultural Arts & Heritage Manager

**SUBJECT:** Heritage and Cultural Arts Commission Term Expirations

#### EXECUTIVE SUMMARY:

The Commission will receive a report on Commission member term expiration dates. Four of the seven Commission Member terms will expire in December 2016, and two are eligible to reapply.

#### FINANCIAL IMPACT:

None.

#### RECOMMENDATION:

Receive the Report.

#### DESCRIPTION:

In December 2016, four Heritage and Cultural Arts Commissioners terms will end. Two Commissioners, Steve Minniear and Dayna Tutino, are terming out after having served two (2) four-year terms on the Heritage and Cultural Arts Commission. Two others, Richard Deets and Timea Iharosi, have served one term on the Heritage and Cultural Arts Commission, and are eligible to re-apply if they wish to serve a second four-year term, for a maximum of eight years.

The relevant sections of the By-Laws are:

#### **ARTICLE I**

#### **TERM OF OFFICE AND REMOVAL**

**Section 1.** Commission members shall be appointed for terms which run four (4) years beginning in December of even numbered years and ending in December of an even numbered year. At the end of a Commissioner member's term, the Commission member may be reappointed to the

Commission in the same manner as the initial appointment. Commission members shall be eligible to serve a maximum of eight (8) years with two (2) 4-year terms.

## **ARTICLE II** **VACANCIES**

**Section 1.** Vacancies on the Commission occurring other than by expiration of term shall be filled for the unexpired portion of the term in the same manner as the original appointment.

Committee Members whose terms are expiring and who are eligible for re-appointment must re-apply to be considered for re-appointment. The application period will be October 24 to November 18. When the application period opens, applications will be available on the City's website, [www.dublin.ca.gov](http://www.dublin.ca.gov), and at the City Clerk's Office at City Hall, 100 Civic Plaza, Dublin.

### **NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

None.

### **ATTACHMENTS:**

None.



## STAFF REPORT

### HERITAGE & CULTURAL ARTS COMMISSION

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**DATE:** October 13, 2016

**TO:** Honorable Chair and Commissioners

**FROM:** Tegan McLane, Cultural Arts and Heritage Manager

**SUBJECT:** Fallon Sports Park Public Art

#### **EXECUTIVE SUMMARY:**

The Heritage & Cultural Arts Commission will receive a report on the public participation component for the artwork for Fallon Sports Park.

#### **FINANCIAL IMPACT:**

None.

#### **RECOMMENDATION:**

Receive the Report.

#### **DESCRIPTION:**

At its January 20, 2015 meeting, the City Council approved proposed public artwork for Fallon Sports Park. The selected artwork, designed by Heath Satow, is a monumental, mirror finish stainless steel abstract sculpture that suggested an athletic figure in full extension, calling to mind a baseball outfielder catching a fly ball, a soccer goalie reaching defending the goal or a tennis player at the height of a serve. The piece is to be mounted on a classical pedestal, much like the base of the Statue of Liberty.

The proposal called for the base to feature three bronze plaques bearing quotes on the themes of “the glory of sports” and “athletic triumph,” which would be suggested and ultimately chosen by the community. Each plaque will accommodate a quote of up to 75 words, plus attribution to the speaker or writer of the quote. It may be possible to put multiple shorter quotes on a single plaque.

Engineering for the artwork is now complete and the artwork is in fabrication. To keep on schedule, it is time to solicit quotes from the public. The Cultural Arts and Heritage Manager is reaching out to Dublin Unified Schools, local sports groups and the general community to solicit quotes to be submitted by November 18, 2016.

Quotes submitted by the public will be announced after Thanksgiving, and the public will be invited to vote on their favorites through an Open Town Hall survey, using the Peak Democracy platform which the City is now using to solicit public feedback on a variety of issues.

Quotes must be submitted by November 18, by email to [tegan.mclane@dublin.ca.gov](mailto:tegan.mclane@dublin.ca.gov), or by mail to

Tegan McLane, Cultural Arts & Heritage Manager  
City of Dublin  
100 Civic Plaza  
Dublin, CA 94588

**NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

None.

**ATTACHMENTS:**

None.