



ArtNight Pasadena

MINIGRANT OPPORTUNITY **APPLICATION DEADLINE August 2, 2023 at 5:00 pm**

EVENT DATE: FRIDAY, OCTOBER 13, 2023 6 pm - 10 pm

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

The City of Pasadena is coordinating another ArtNight Pasadena event and is seeking participation by small non-profit arts and culture organizations, arts organizations without venues, independent non-commercial galleries, ensembles and individual artists. Pasadena-based applicants encouraged.

After 47 successful events, ArtNight continues to be one of Southern California's most popular events. ArtNight patrons have come to expect excellent performances and diverse programming. Music, dance, spoken word, theater, performance art, visual art exhibits, art workshops, and storytelling are among the many eligible art forms that have received MiniGrants. MiniGrants are funded by the Arts & Culture Commission.

Grant Opportunity:

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

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

MiniGrant recipients must provide a letter of support from an ArtNight Partner (identified art or cultural venue host sites). ArtNight Partners include: A Room to Create; Alkebulan Cultural Center; Armory Center for the Arts; ArtCenter College of Design (3 sites); artWORKS Teen Center; Jackie Robinson Community Center; Kidspace Children's Museum, Light Bringer Project; One Colorado; Parson's Nose; Pasadena City Library (Lamanda Park Branch); Pasadena Conservatory of Music;

Pasadena Museum of History; Pasadena Unified School District; Reminders Creative Reuse; Shumei Arts Council; Side Street Projects; The Gamble House; USC Pacific Asia Museum; and City Hall.

Applicants must contact one of the participating organizations (ArtNight Partners – see above) and receive a letter of support from the organization in order to apply. Please contact Jayme Filippini, ArtNight Coordinator at jfil-contractor@cityofpasadena.net if you would like to apply but are unable to secure a host site (in this case, applicant has already reached out to the organizations listed above and none are available to host).

MiniGrant applicants are encouraged to contact host sites as soon as possible to propose programming with partner organization staff.

Event Date:

October 13, 2023 from 6:00 – 10:00 pm

Criteria:

Applications will be evaluated on:

- Negotiations with host site (ArtNight Partner)
- Appropriateness of proposed programming for the ArtNight event
- Demonstrated ability of applicant to produce the proposed programming

Grant Requirements:

MiniGrant recipients must:

- promote their own event through all means possible, including e-mail, flyers, press releases, websites, and social networking;
- credit the City of Pasadena, Arts & Culture Commission in all publicity materials;
- cross-promote their event with their host site;
- perform 30-45 minutes each hour for the entire event, 6 pm -10 pm;
- acknowledge payment is reimbursement only per City policy. Checks will be mailed approximately 3 weeks after the event.

Courtesy of Cultural Affairs all MiniGrant recipients will be:

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

Host Site/MiniGrant Recipient Relationships:

MiniGrant applicants must negotiate all arrangements with the host site prior to applying. Both MiniGrant recipients and host site will market their events through website postings, social media and press announcements whenever possible. ***Additional performance sites may be available on a limited basis.*** For additional information please contact jfil-contractor@cityofpasadena.net

DEADLINE and Conditions – *** PLEASE NOTE DUE by 5:00 PM ***** :**

- **Application must be received by email before August 2, 2023 5:00 pm** - early applications welcome
- You will receive notice of award status by August 4, 2023.
- **Awards are made on a reimbursement basis only and are non-deferrable and non-transferable.**

E-MAIL delivery ONLY

Please E-MAIL your application to jfil-contractor@cityofpasadena.net
DO NOT submit hard copies.

Questions

E-mail questions to Jayme Filippini, ArtNight Coordinator at jfil-contractor@cityofpasadena.net or you may call the City of Pasadena Cultural Affairs Division (626)744-7062 to leave a voicemail message.

Updated ArtNight Information will be available in September 2023 on the website:

<http://artnightpasadena.org/>

ARTNIGHT MINIGRANT APPLICATION

In one document:

A) Narrative Section:

- 1) Contact Person:
Address:
Phone number:
E-mail address:
- 2) Description of Proposed Programming, You must perform 30-45 minutes each hour for the entire event, 6 pm -10 pm. Please include links to websites or videos that show your work.
- 3) Brief history and description of the applicant organization -OR- An artistic history/description of the individual artist or ensemble (demonstrates applicant's ability to carry out the proposed programming)
- 4) Resume: Individual artist or artistic director bio/resume (differs from the artistic history above)
- 5) Program budget: with identified use of grant monies (i.e. sound equipment, artists' fees, etc. as applicable to the applicant's proposed programming) totaling \$500.
- 6) A 25-word marketing description of programming which will be used in all City-sponsored marketing efforts and press releases

B) Letter of Support - brief letter from your host site, including recognition of proposed programming. This can also come directly from the host site by email.