



PROSPECTIVE PANELIST INFORMATION

This is a brief overview of the Organizational Grants Program and its panel review process. If you are interested in serving as a panelist please (1) send a resume or bio and (2) complete a panelist information form to indicate your availability to serve on a panel.

GRANT PROGRAM DESCRIPTIONS

The Arts Commission has four categories within its Organizational Grants Program:

Organizational Grants Program I / Small Budget Organizations

(last completed operating budgets less than \$100,000)

Focus: Artistic and administrative advancement

Organizational Grants Program II / Mid-Size Organizations

(last completed operating budgets between \$100,000 and \$500,000)

Focus: Sustainability

Organizational Grants Program 2.5 / Mid-Size Organizations

(last completed operating budgets between \$500,000 and \$1.5 million)

Focus: Artistic growth and employment opportunities

Organizational Grants Program III / Large Budget Organizations

(last completed operating budgets greater than \$1.5 million)

Focus: Accessibility of programming to residents of Los Angeles County

PANEL REVIEW PROCESS AND INFORMATION

Panelists are selected based upon several qualifications, principally expertise in the discipline area and knowledge of arts organizations within their discipline. It is also our goal to make each panel as diverse as possible - geographically, professionally, age, gender and culturally.

The following discipline categories are represented on the application form: Arts Education; Dance; Folk/Traditional Arts; Inter-Disciplinary; Literature; Media Arts; Multi-Disciplinary; Music - Instrumental; Music - Choral/Opera; Presenting; Strategic Planning; Theatre and Visual Arts.

One panel is selected for each discipline and four to six panelists will be selected for each panel. Each panel will review between 7 and 25 applications. The applications consist of both financial and narrative information, including operating budgets, artistic mission and organization history. Applications will be reviewed based upon the specified criteria in each grant category. The review criteria and scoring system will be provided along with the applications prior to the panel review date. Applications are sent in a binder to each panelist at least three weeks prior to the in-person panel meeting date. All reading and preliminary scoring of applications must take place prior to the in-person meeting. Artistic documentation (CDs, slides, videos, etc.) will be reviewed during the in-person meeting.

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PANEL DATES, TIMES, AND LOGISTICS

The panels are scheduled to meet between March 1 and April 30 of each year. Panel commitment is typically one day in-person, with most panels meeting from 10 a.m. to approximately 5 p.m., depending upon the number of applications to review. All panels will meet at the Kenneth Hahn Hall of Administration Building, across the street from the Music Center, in downtown Los Angeles. Parking, lunch, and an honorarium of \$50 will be provided to each panelist.

VALUE OF PANEL PARTICIPATION

Participation on a panel is an opportunity to perform a valuable service to the community. In addition, participation also provides opportunities:

- to take a comprehensive look at established and emerging arts organizations within an arts discipline;
- to gain insight into the peer panel review process, which is also utilized by the California Arts Council, the National Endowment for the Arts, and many local municipalities;
- to positively impact the development of Los Angeles County arts organizations and the County's grant program;
- to meet and network with other professionals within your discipline.

APPLYING FOR PANEL PARTICIPATION

Representatives (staff/board) from organizations that have submitted a *full* application in the same fiscal year as applications being reviewed are *not* eligible to serve as panelists. If you represent an organization that did not/will not submit a *full* application this year to the Arts Commission, are knowledgeable about the local arts community, and are interested in serving as a panelist, you are encouraged to submit the panelist form. If you are not able to serve due to your affiliation with a current applicant (with a full application in review) to the Commission, please forward this information on to your peers.

To apply:

- (1) Complete a Panelist Information Form.
- (2) Attach a Resume or Bio (2-page maximum).

Submit both items via e-mail, mail or fax. E-mail Janine Perron, Director of Grant Programs, at jperron@bos.co.la.ca.us or fax 213/625-1765.

Information and forms for prospective panelists can also be found on the Arts Commission website, www.lacountyarts.org, under Funding (OGP), Information for Current Grantees.

We appreciate your interest in potentially serving as a panelist and if we are able to utilize your expertise we will contact you presently. Thank you very much for considering this opportunity to provide a valuable community service as a panelist. Should you have any questions contact Janine Perron at 213-974.1394.