

About Your Request

1) Proposal Description and Purpose

- a) Succinctly describe the project or activities you are proposing. Include a brief timeline of major milestones during the period of the proposal, including date(s), time(s) and location(s), if appropriate.

Bainbridge Arts & Crafts seeks general operating funds to support our day-to-day activities, which are particularly dependent on (although not limited to) our two biggest expenditures: staff salaries and rent for our place of business at 151 Winslow Way. As this request is for operating funds, we would use our Cultural Funding grant on a consistent rolling basis throughout 2018 and 2019.

- b) What are your primary goals and objectives for your project or your organization as a whole (if requesting general operating support)?

Our aim in seeking operational support is to help fund the human resources needed to carry out our mission while also retaining the space in which to conduct our mission-driven activities. A robust staff is central to successfully doing our work on behalf of artists and the general community, e.g., the management and sales of artwork; the organization, installation, and presentation of special exhibitions; and the management and execution of education and outreach programming. And because we are an art gallery, it is vital to remain in a space that is attractive and well maintained, centrally located in Winslow, and spacious enough to show and sell artwork by an uncommonly large roster of artists.

- c) Who is involved in the project or activities and why? List the key participants or partners.

On the inside, the people who make everything happen are our paid staff, an engaged Board of Trustees, and a cadre of loyal volunteers.

The Bainbridge Arts & Crafts staff is helmed by an executive director who oversees operations, programming, board relations, community relations, and the organization's vision and direction. Additional staff include:

- A curatorial team consisting of an exhibitions director and a registrar.
- A program and education team consisting of a programs director and an assistant
- A marketing director, aka "Chief Storyteller"
- A general curatorial and marketing assistant
- A business manager
- A retail manager, along with four part-time sales associates who ensure that the store is well run seven days a week. The retail staff is joined by at least one volunteer each morning or afternoon, to assist customers, help with clerical tasks, and prepare mailings.

Our board consists of 10 dedicated individuals who lend their passion and expertise to our endeavors. Their professional backgrounds, varied and applicable, include public relations, architecture, law, technology, construction, teaching, and nonprofit development.

Staff and Board rosters are attached to this proposal.

Outside our walls, Bainbridge Arts & Crafts carries out many of its exhibitions, education programs, and outreach efforts through partnerships with a variety of businesses and organizations all year, every year. Partnerships this past year included but were not limited to:

The Bainbridge Island School District and local private schools. Bainbridge Arts & Crafts supports visual art education in Bainbridge Island schools by providing annual grants to art teachers and scholarships and prizes to students, and by exhibiting artwork by K-12 students each May. These shows generate an incredible amount of community enthusiasm and provide an important boost to young exhibiting artists. They also showcase our island's schools and art programs in a tremendously positive light.

Local businesses and business organizations:

- We are active members of the Bainbridge Island Downtown Association and Bainbridge Island Chamber of Commerce.
- We regularly collaborate with Winslow Art Center on projects such as our highly successful annual plane air festival, Paint Out Winslow.
- We regularly refer customers and artists to other Bainbridge galleries and frame shops like Roby King and Jeffrey Moose Gallery in Winslow, and Wildfire Framing in Rolling Bay.
- Every day, we act as ambassadors for businesses and activities on our island, enthusiastically directing visitors to restaurants, shops, and facilities in Winslow and beyond.

Local nonprofits, such as:

- Bainbridge Island Museum of Art, to whom we gifted our Toni Hall Fund in support of its initial capital campaign. BARN, the Bainbridge Artisan Resource Network.
- BARN: The Bainbridge Artisan Resource Network. In November 2017, we will present an exhibition titled *BARN @ BAC: Prints + Glass*. This, our second annual show with BARN, will feature work by numerous BARN member artists working in these high-profile mediums. This exhibition will shine a high beam on our entire visual art community.
- Senior centers, day programs, and medical facilities along with Bainbridge Island School District, West Sound Wildlife Shelter, and Bainbridge Public Library, whose partnerships with Bainbridge Arts & Crafts are described in Section 2 above.

Our artists, whom we consider to be primary partners. We show the work of artists living throughout the Northwest, from Seattle to Sequim to Port Townsend to Portland to Twisp, but *50 percent* of the artists we represent reside on Bainbridge Island. By showing and selling their work, Bainbridge Arts & Crafts not only elevates our island's status as an arts community and an arts destination, but also feeds directly into their income stream and by extension, the island's healthy economic cycles, as described in section 2.

5) Evaluation

- a) Provide an estimate of the number of Bainbridge Islanders (and others) that this project or activities will serve.

Between visitors, staff, artists, and education and outreach recipients, we estimate that Bainbridge Arts & Crafts serves and touches 10,000 Bainbridge Islanders each year.

- b) Briefly describe how often your organization evaluates the effectiveness of its programming?

Bainbridge Arts & Crafts measures the effectiveness of our operations and programming in several ways: by tracking sales year to year, gallery attendance, the number of education and outreach program participants, and the volume of our e-mail distribution list and social media followers. We also rely on anecdotal feedback, for example conversations at the front desk, quotes from program participants, thank-you notes, kudos from artists or patrons,

- c) How do you plan to monitor the progress of this project or your activities during the two-year funding period of 2018-2019? What indicators of success or other metrics will help your organization to track progress and report back to the City on the impact of its funding?

We will utilize all of the feedback mechanisms described in item “b” above, and we will track any new program or operations developments that City funding has made possible for our organization.

- d) Briefly describe the anticipated impact on organizational capacity and any other improvements as a result of receiving City funding.

With the aid of City funding, we will be better positioned to consider the hiring of a development director, a key position that we have not been in a position to fund up to this point. We are also looking at developing and expanding education and outreach programming, as described earlier in this narrative.

- e) How will you incorporate what you learn from this project into your work?

As Bainbridge Arts & Crafts evolves, we are always learning, debriefing, and documenting our successes and opportunities for growth. We look forward to sharing those insights with the City as we move forward.

2018-2019 CULTURAL FUNDING

Proposed Budget, Disbursement Schedule

AWARD AMOUNT: \$30,000

Expense Category	2018 – Year 1		2019 – Year 2		COBI Funding Support Years 1 & 2
	Total Operating Budget Year 1	COBI Cultural Funding Year 1	Total Operating Budget Year 2	COBI Cultural Funding Year 2	
<i>General Operating Support</i>	898,110	15,000	898,110	15,000	\$30,000

	2018 COBI Funding Disbursement	2019 COBI Funding Disbursement
Q1		\$7,500
Q2	\$7,500	\$0
Q3	\$0	\$7,500
Q4	\$7,500	\$0
	\$15,000	\$15,000

2018-2019 CULTURAL FUNDING METRICS

BAINBRIDGE ARTS & CRAFTS

1. # OF VISITORS
2. # OF SPECIAL EXHIBITIONS
3. # OF CLASSES AND WORKSHOPS
4. # OF OUTREACH PROGRAMS