

## **CFCS PEER REVIEW PANEL REPORT – FY15**

Prepared by G. Morgan Timmis  
Historic & Cultural Affairs Manager  
City of Roswell  
10.3.14

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### **PEER REVIEW PANEL MEMBERS:**

**Ann-Carol Pence - Chair**  
Aurora Theatre

**Ife Williams**  
Fulton County Arts Council staff

**Sally Hansell**  
Journalist/Curator

**Gordon Vernick**  
Professor of Music, GSU

**Angela Harris**  
Dance Canvas

### **CONFLICT OF INTEREST RULES:**

Each Panel member signed a **Conflict of Interest** form. None of the Panel members had any conflicts relevant to any of the applicants.

### **PEER REVIEW PANEL PROCESS:**

Each Panel member is provided a detailed Panel Member Handbook. It opens with the following information:

**The City of Roswell's Roswell Arts Commission (RAC) provides funding for community cultural services to nonprofit arts and cultural organizations, both established and emerging, through its "Contracts for Cultural Services" (CFCS) program. The RAC has designed several service categories to meet a range of needs. Through its CFCS programs, the RAC wishes to encourage cultural services that enrich and benefit the entire community. The primary objective of the CFCS program is to inspire and reward excellence, innovation, sustainability and expansion within the Roswell City Cultural Arts community.**

## PANELISTS' RESPONSIBILITIES

1. Before the panel review meeting, panelists are responsible for reading and evaluating all applications submitted.
2. Each panelist is designated FIRST READER for a number of proposals (approximately two-four depending on the number of applications). As first reader, the panelist is the “expert” on those proposals, requiring that the panelist reads those proposals with special care. First readers are **required to schedule site-visits with the applicant** and should contact the applicant for clarifications or additional information as they read and review the application.
  - a. Types of Site Visits
    - i. On-site evaluation: The on-site evaluation is the opportunity for panelists to experience the applicant’s programming first-hand in order to assess artistic quality. This typically entails attending a performance or other event or viewing an exhibit. In choosing an event, try to accommodate the applicant’s request as to which event you should attend. Workshops or rehearsals should not be substituted for full productions unless they are the only alternative. In the event that an applicant’s programming schedule does not allow for an on-site evaluation because an activity is not scheduled during the time frame in which site visits are being conducted, please notify the Historic & Cultural Affairs staff.
    - ii. Administrative evaluation: This is a meeting or discussion with organizational leadership to discuss administrative and governance matters. You should use this as an opportunity to ask questions that will help you assess the applicant’s proposal and give a fuller understanding of how the organization functions. An administrative evaluation should focus on the information included in the application and any programmatic or administrative changes that occurred since the application was submitted.
3. During the meeting, the first reader will lead the discussion of assigned applications. All panelists are required to read and discuss all applications.

## PANEL MEETING:

The panel met on Friday, 10/3 at City Hall – Room 220. Also in attendance were staff members Morgan Timmis and Sheila Sillitto. During the discussion of each particular application, the applicants were permitted to have representatives present to listen/observe the review and discussion. Five of the seven applicants sent representatives. The Teaching Museum and Atlanta Wind Symphony did not.

Following the presentation of the application by each First Reader, the applicant's Artistic Support materials were presented to the panel. These included printed materials, images, videos and DVDs. Then a Consensus Statement including strengths, weaknesses and recommendations was developed by the panel members. Following the preparation of the Consensus Statement, each panel member ranked the application according to the following RAC approved criteria.

#### **APPLICATIONS:**

A total of seven applications were received including the following:

- 1.) Atlanta Wind Symphony – Arts/Cultural Services** **\$8900**  
The AWS will perform seven free community concerts - RCAC fall concert; RCAC "Toys for Tots" benefit concert; Instrumental clinic and performance for local elementary school; RCAC spring concert; Roswell Remembers Memorial Day support and two "Patriotic Celebration" concerts at the Roswell First United Methodist Church partnering with the RFUMC choir under the direction of Michael O'Neal. Additionally, the AWS Chamber players are developing a "Flash" instrumental music concert concept to perform at Roswell Senior Living centers.
- 2.) Friends of Roswell Library – Project Support** **\$2000**  
For the past nine years, the Friends have collaborated with the Roswell Library and the City of Roswell to present a series of programs centered on the book chosen for the Roswell Reads programs--a community wide reading program encouraging Roswell residents to share the experience of reading and discussing a common book. Representatives from the Friends, the library, and the city along with representatives from local high schools and community volunteers serve on a committee to select the book choice and plan programs based on the themes in the book. These programs have covered a wide range of topics, including book discussions, photography contests, panel discussions, rocket demonstrations, and Civil War reenactors.
- 3.) Georgia Ensemble Theatre - Arts/Cultural Services** **\$10,000**  
Georgia Ensemble Theatre will present four Mainstage productions and two Theatre for Young Audiences productions on our home stage at the Roswell Cultural Arts Center, and will offer Conservatory classes, workshops, and residencies for children and adults.
- 4.) The Michael O'Neal Singers – Arts/Cultural Services** **\$6000**  
"To present four concert productions targeting residents in Roswell and North Fulton. Performances will be held at Roswell United Methodist Church: Holiday Concert (December 2014), Messiah Sing-Along (December 2014), Winter Concert (March 2015), Spring Concert (May 2015). These concerts offer Roswell residents the opportunity to experience choral presentations of artistic excellence and programmatic variety."

- 5.) Riverside Chamber Players, Inc. – Project Support** **\$5000**  
“We will present 2 chamber music concerts of the highest professional quality, and an educational collaboration with River Eves Elementary school in Roswell. These events will make educational, arts and cultural enrichment easily accessible for diverse audiences in the Roswell community.”
- 6.) The Teaching Museum – Arts Education** **\$4000**  
“To provide 8th grade students in public schools within the City of Roswell an arts and cultural experience based on Georgia History through the lens of Historic Roswell. Roswell seniors and public will be invited to attend. Additionally, volunteer docents, a majority of which are Roswell citizens, will benefit from continuing education and enrichment.”
- 7.) Atlanta Dance Theatre** **\$8000**  
Development of a presentation of an innovative new contemporary music and dance performance to be performed with ADT's annual Spring Classic Ballet, Alice In Wonderland. 'Reflections; A Contemporary Dance and Music Experience' will feature multiple dance genres and will bring together the collaborative talents of local award winning choreographer, Kassandra Taylor Newberry, local recording artists, Skylar Studios and dance talent from Atlanta Dance Theatre and Roswell based Dancer's Studio Backstage. This 35 minute work will feature variety of dance genres that come together in a concert-like atmosphere! 'Reflections; A Contemporary Dance and Music Experience' will be performed to live, original music on March 27-28, 2015 at the Roswell Cultural Arts Center.
- TOTAL REQUESTS** **\$43,900**

# **FUNDING RECOMMENDATIONS:**

| FUNDS AVAILABLE: \$25,000 |      |            |                            |                               |                 |                 |                   |                     |
|---------------------------|------|------------|----------------------------|-------------------------------|-----------------|-----------------|-------------------|---------------------|
| POINTS                    | RANK | PRO/GEN/AE | APPLICANT                  | ORGANIZATION BUDGET 2014/2015 | FY12/13 Funding | FY13/14 Funding | REQUEST 2014/2015 | PAN REC 1 2014/2015 |
| 93.80                     | 6    | GEN        | Michael O'Neal Singers     | \$237,250                     | \$4,000         | \$4,000         | \$6,000           | \$ 4,000            |
| 104.2                     | 3    | GEN        | Georgia Ensemble Theatre   | \$937,089                     | \$2,500         | \$5,000         | \$10,000          | \$ 6,000            |
| 103.20                    | 4    | PRO        | Atlanta Dance Theatre      | \$120,000                     | \$4,000         | -               | \$8,000           | \$ 4,000            |
| 87.80                     | 7    | GEN        | Atlanta Wind Symphony      | \$17,809                      | -               | \$4,500         | \$8,900           | \$ 2,500            |
| 107.80                    | 1    | GEN        | Riverside Chamber Players  | \$20,530                      | \$2,000         | \$2,000         | \$5,000           | \$ 3,000            |
| 101.00                    | 5    | PRO        | Friends of Roswell Library | \$62,550                      | -               | \$2,000         | \$2,000           | \$ 2,000            |
| 104.6                     | 2    | AE         | Teaching Museum, North     | \$612,898                     | \$3,000         | \$3,500         | \$4,000           | \$ 3,500            |
|                           |      |            |                            |                               |                 |                 |                   |                     |
|                           |      |            |                            |                               |                 |                 |                   |                     |
|                           |      |            | TOTAL                      |                               |                 |                 |                   | \$ 25,000.00        |
| Amount Remaining:         |      |            |                            |                               |                 |                 | \$43,900          | \$0.00              |

| RANKING |                            | REQUEST  | RECOMMENDATION |
|---------|----------------------------|----------|----------------|
| 1.)     | Riverside Chamber Players  | \$5000   | \$3000         |
| 2.)     | The Teaching Museum        | \$4000   | \$3500         |
| 3.)     | Georgia Ensemble Theatre   | \$10,000 | \$6000         |
| 4.)     | Atlanta Dance Theatre      | \$8000   | \$4000         |
| 5.)     | Friends of Roswell Library | \$2000   | \$2000         |
| 6.)     | The Michael O'Neal Singers | \$6000   | \$4000         |
| 7.)     | Atlanta Wind Symphony      | \$8900   | \$2500         |
| TOTALS  |                            | \$43,900 | \$25,000       |

**HISTORIC & CULTURAL AFFAIR MANAGER’S COMMENTS/RECOMMENDATION:**

I recommend ratification of the Panel’s funding allocations by the Roswell Arts Commission.