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**City of Las Cruces**<sup>®</sup>  
 PEOPLE HELPING PEOPLE

**Council Action and Executive Summary**

Item # 6 Ordinance/Resolution# 10-158 Council District:     

For Meeting of December 21, 2009  
 (Adoption Date)

**TITLE: A RESOLUTION AUTHORIZING THE LAS CRUCES MUSEUM OF ART TO APPLY FOR THE DEPARTMENT OF CULTURAL AFFAIRS NEW MEXICO ARTS GRANT IN THE AMOUNT OF \$20,000, WITH A \$5,000 IN-KIND AND \$5,000 CASH MATCH REQUIRED, AND TO RATIFY THE CITY MANAGER'S APPROVAL TO MEET GRANT SUBMISSION DEADLINE.**

**PURPOSE(S) OF ACTION:** To secure approval to solicit grant funding from the New Mexico Department of Cultural Affairs in the amount of \$20,000, with a \$5,000 in-kind and \$5,000 cash match required for the Museum of Art, and to ratify the city manager's approval.

<b>Name of Drafter:</b> Elizabeth Vega		<b>Department: Finance</b>		<b>Phone:</b> 575-541-2281	
<b>Department</b>	<b>Signature</b>	<b>Phone</b>	<b>Department</b>	<b>Signature</b>	<b>Phone</b>
Finance Department		541-2281	Budget		541-2107
		541-2050	Assistant City Manager		541-2271
Legal		541-2128	City Manager		541-2076

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

The Las Cruces Museum of Art strives to engage and inspire its diverse audience through contemporary art exhibitions, public programming, and educational activities. The Museum of Art will offer a full schedule of exhibits, lectures, and public programming during FY10-11. The proposal covers two exhibits - Looking Ahead: Portraits from the Mott-Warsh Collection and Sight Unseen: the Sculptures of Michael Naranjo.

Sculptor Michael Naranjo is credited with \$5,000 in Business Support (the typical rental fee for an exhibition of this nature) and as an expense under Administrative Contracted Fees & Services. As a result of this contribution, the Museum of Art will be responsible for shipping costs only. The in-kind matching contribution is met through a combination of volunteer and paid staff wages. Both the in-kind match and cash match have already been set aside in the Museum of Art's budget for this fiscal year and no additional funds are being sought through the City of Las Cruces.

(Continue on additional sheets as required)

**SUPPORT INFORMATION:**

<b>Fund Name / Account Number</b>	<b>Amount of Expenditure</b>	<b>Budget Amount</b>
Match – 10205130-Various	\$5,000	\$5,000

1. Resolution
2. Exhibit "A". Grant Application Package

**OPTIONS / ALTERNATIVES:**

1. Approve Resolution as drafted for City of Las Cruces Museum of Art to apply for funds in the amount of \$20,000.00 with a \$5,000.00 in-kind and \$5,000.00 cash match requirement from New Mexico Art to fund two art exhibits.
2. Disapprove Resolution for the City of Las Cruces Museum of Art to apply for funds from New Mexico Art. No grant application will be submitted.
3. Modify or make recommended changes to Resolution.

(Continue on additional sheets as required)

**RESOLUTION NO. 10-158**

**A RESOLUTION AUTHORIZING THE LAS CRUCES MUSEUM OF ART TO APPLY FOR THE DEPARTMENT OF CULTURAL AFFAIRS NEW MEXICO ARTS GRANT IN THE AMOUNT OF \$20,000, WITH A \$5,000 IN-KIND AND \$5,000 CASH MATCH REQUIRED, AND TO RATIFY THE CITY MANAGER'S APPROVAL TO MEET GRANT SUBMISSION DEADLINE.**

The City Council is informed that:

**WHEREAS**, New Mexico Arts, a division of the New Mexico Department of Cultural Affairs, is providing funding opportunities to local government agencies to encourage the creation of innovative programming initiatives to promote public awareness of the arts; and

**WHEREAS**, the Las Cruces Museum of Art will offer a full schedule of exhibits, lectures, and public programming during FY10-11; and

**WHEREAS**, the Museum of Art's programs will be open to the public and offer the citizens of Las Cruces an opportunity to learn about contemporary art through the media of photography and sculpture free of charge.

**NOW, THEREFORE**, be it resolved by the governing body of the City of Las Cruces:

(I)

**THAT**, the Las Cruces Museum of Art is authorized to submit a grant application in the amount of \$20,000.00 with a \$5,000.00 in-kind and \$5,000.00 cash match requirement to New Mexico Art.

(II)

THAT, the Council does ratify the signature of City Manager approving submission of the application to meet grant submission deadline.

(III)

THAT, City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this 21<sup>st</sup> day of December 2009.

(SEAL)

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

City Clerk

\_\_\_\_\_

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

VOTE:

Mayor Miyagishima: \_\_\_\_\_

Councillor Silva: \_\_\_\_\_

Councillor Connor: \_\_\_\_\_

Councillor Pedroza: \_\_\_\_\_

Councillor Small: \_\_\_\_\_

Councillor Sorg: \_\_\_\_\_

Councillor Thomas: \_\_\_\_\_

APPROVED AS TO FORM:

*[Signature]*  
City Attorney

## Grant Application Package

### Application Submission Verification and Signature

Opportunity Title: College, Universities, and Government Entities Grant

Offering Agency: New Mexico Arts,  
a Division of Dept. of Cultural Affairs

Opportunity Number:

Approximate Value Requested: \$20,000.00

Opportunity Closing Date: December 11, 2009

Requesting Agency/Department: Railroad Museum/ Public Services

GAO – Grant Writer: Elizabeth Vega

### SUPPORT INFORMATION

Due to short deadline we will need Council approval to apply. Will appear on December 21, 2009 Council agenda.

### OPTIONS

1. Agree with request to submit the application. Affirmed by signature below. Package to be returned to GAO, Grant Writer.
2. Disagree, application will not be submitted. Unsigned package to be returned to GAO, Grant Writer.

Approved:

  
\_\_\_\_\_  
Terrence Moore, City Manager

Date

  
\_\_\_\_\_  
12/10/09

APPROVED AS TO FORM  
  
\_\_\_\_\_  
12/10/09

CMP #2.2 Effective 07/06/09: The City Manager may authorize the application for any grant with these exceptions:  
The grant award is anticipated to be in excess of \$50,000 and funding has not been appropriated as part of the current budget.  
The ARRA grant award is anticipated to be in excess of \$500,000 and funding has not been appropriated as part of the current budget.  
The acceptance of the grant will require City Council to adjust the current budget to appropriate matching funds.  
The grant requirements stipulate that the City will continue to operate and fund the project/program after the grant period is complete.  
The grant requirements stipulate that the City enter into a new Memorandum of Understanding or a Joint Powers Agreement with another entity.

# Grant Overview <sup>146</sup>Worksheet

**Title of Grant Program:** Colleges, Universities, and Government Entities

**Funding Organization:** New Mexico Arts, a Division of the Department of Cultural Affairs

**Section Applying:** Las Cruces Museum of Art

**Description of Proposed Project:** Monies received from New Mexico Arts will be used to supplement the Museum of Art budget and provide high caliber public programming to the citizens of Las Cruces and the surrounding region. Programming will be focused around the FY10-11 exhibition schedule including: *Looking Ahead: Portraits from the Mott-Warsh Collection* featuring portraits of African-Americans by nationally and regionally known artists. The exhibition lends itself to bringing in lecturers with expertise in a variety of media and multi-cultural programming.

**Strategic Plan**            **Goal:** N/A    **Objective:**            **Strategy:**  
**Performance Budget** **Goal:** N/A    **Objective:**            **Strategy:**

- Existing City Programs/Efforts** *(Example: request for environmentally-friendly weed management. Parks Section's existing budget and work activities includes weed management)*
- Expansion of Existing Program/Efforts** *(Example: request for advertising to increase public Awareness of the Farmers Market. The advertising campaign will be an increase over current activities/budget.)*
- New Initiative, Not Budgeted** *(Example: request to implement a recreational activity that is currently Not included in the city's recreational programs.)*

**Project Maintenance** *(If the grant specifies that the project must be maintained/operated after the grant period ends, list the requirements:*

None

**Amount Section anticipates requesting:** \$20,000 **Match Requirement (%):** 50

**Projected Match**            **In-Kind:** \$5,000            **Cash:** \$5,000

**Match Source:** Labor & FY10-11Budget

**Grant Application Due:** 12/11/09

**Grant Duration** *(Months/Years):* 12

**MOU or Joint Powers Agreement Required** *(Yes/No):* No

**Grant Collaborators** *(List other city departments or outside agencies):* N/A

# Grant Overview<sup>147</sup> Worksheet

**Employees To Be Hired** (# to be hired, full-time or part-time position and 1-sentence job responsibilities)

None

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**Grant Manager** (Responsible for contract, project operations, budget management, and reports as prescribed)

**Name:** Lisa M. Pugh

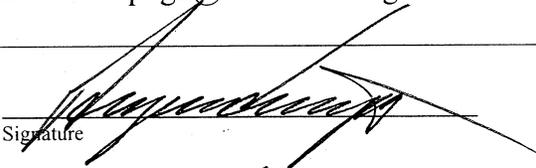
**Title:** Museum Manager

**Phone:** (575) 541-2159

**E-mail:** lpugh@las-cruces.org

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**Submitted by:** Auguie Henry III

  
Signature

**Date:** 10-21-09

**Reviewed & Approved by:** Lori Grumet  
Department Director

  
Signature

**Date:**



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## Grants



New Mexico Arts funds nonprofits and governmental organizations for arts activities in the following discipline areas: performing arts, visual arts, literary arts, media arts, multidisciplinary arts (involving more than one artistic discipline), and interdisciplinary arts (relating two or more artistic disciplines). We support programs that foster arts education, arts economic development; performing and visual arts, and contemporary and traditional folk arts in New Mexico.

Federal 501 (c) (3) tax-exempt nonprofit organizations, units of government, schools, colleges, universities, and Indian tribal

government entities with offices in New Mexico are eligible to apply. New Mexico based organizations wishing to apply that are not one of the above may enter into a fiscal sponsorship with a nonprofit organization. If using a Fiscal Agent, a formal agreement between the agent and the applicant is required.

### Programs

- [American Masterpieces](#)
- [American Recovery and Reinvestment Act](#)
- [Arts and Cultural Districts](#)
- [Art in Public Places](#)
- [Arts Trails](#)
- [Governor's Arts Awards](#)
- [Folk Arts](#)
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## Funding Categories

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- [Arts in Social Service](#)
- [Arts Learning in Schools](#)
- [Arts Projects](#)
- [Colleges, Universities and Government Entities](#)
- [Community Arts Development](#)
- [Local Arts Councils and Statewide Service Organizations](#)
- [Major Cultural Organizations](#)
- [Traditional Folk Arts Projects](#)

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## Colleges, Universities and Government Entities

Colleges, Universities and Government Entities funding supports colleges, universities, local and county governments, and Indian tribal government entities for arts activities in the following discipline areas: performing arts, visual arts, literary arts, media arts, and multidisciplinary arts (involving more than one artistic discipline).

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## Funding Guidelines and Application

Tax-exempt nonprofit organizations, units of government, schools, colleges, universities, and Indian tribal government entities in New Mexico are eligible to apply. Organizations wishing to apply that are not one of the above may enter into a fiscal sponsorship with a nonprofit organization. If using a fiscal agent, a formal agreement between the agent and the applicant is required. Please read the Fiscal Agent Agreement in the [funding guidelines](#) before submitting an application.

New Mexico Arts uses CultureGrantsOnline electronic application and selection process online at <http://newmex.cgweb.org/>.

Click [here](#) for the pdf version of the Folk Arts Apprenticeship Program guidelines and application forms.

- **Advance Review**

An Advance Review is offered prior to the final deadline to help applicants improve their applications and to check for mistakes that might cause ineligibility. Advance review deadline is October 16, 2009.

- **Final Application**

A final application must be submitted online no later than December 11, 2009. Mailed application materials must be postmarked by the application deadline.

- **Artistic Sample Tips**

Artistic samples are your opportunity to demonstrate the artistic quality of the proposed program.

### APPLICATION MATERIALS INCLUDE

- Income & Expense Statement
- Board list
- IRS Status Letter
- Assurance Signatures & Fiscal Agent Form [pdf version](#)
- Artistic Samples
- Arts Learning in Schools applications require a letter from the principal

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