From: King, Kalyn (ART)
To: Gregory Jenkins;
Subject: Congratulations! FY15 CIP Partners grant; Announcements; Reply requested.
Date: Wednesday, August 20, 2014 4:19:07 PM

Dear Mr. Devlin,

Congratulations! The Massachusetts Cultural Council (MCC) Board of Directors met yesterday to approve grant recommendations for the 2015 fiscal year. I am pleased to inform you that Somerville Arts Council has been approved for a Cultural Investment Portfolio (CIP) *Partners* grant in the amount of $5800. You can see a full list of grants on our website.

In the next few weeks, you will receive a contract package in the mail with details about reporting requirements for this FY15 CIP *Partners* grant, as well as information about receiving CIP funding in FY16. To help us process your contract package and disburse your award as quickly as possible, carefully review the information below, and reply to this email with any corrections by **Friday, August 29th.**

Contact Information

We will send important reminders and notices about your FY15 CIP grant to the individuals listed below. If either of these contacts are incorrect, please forward this email to the correct contact person and update us with their information.

Executive Director, President, or Chief Executive Officer:

Gregory Jenkins	Executive Director	gjenkins@somervillema.gov	617/625-6600x2985

Grant Contact:

Tim Devlin	Chair	gjenkins@somervillema.gov	617/625-6600x2985

Requirements specific to your organization

MCC FUNDER REPORT: Accepted June 1, 2014 – final deadline, June 1, 2015

Each grant year, CIP organizations must enter new data into the MA Cultural Data Project and generate an MCC Funder Report. The Funder Report functions as both a Final Report for the current grant year (FY15) and an application for funding in the following grant year (FY16).

The last Funder Report we have on record for your organization encompasses FY11-FY13. This year, we expect you to enter your closed-out (audited or approved) FY14 financials, and generate an FY12-FY14 Funder Report. All Data Profiles must have “Review Complete” status.

Your organization *should* be able to fully complete the requirement by 9/30/2014, the rolling month reporting deadline your organization selected to best fit your own fiscal cycle. Your organization *must* fully complete the requirement by June 1, 2015 (11:59PM) in order to receive full funding in FY16. Organizations not compliant after June 1, 2015 will have successive penalties applied to their FY16 grant amount, up to the suspension of funding.

HOST A SITE VISIT: N/A

Partners are required to host a Site Visit once every four years. Your organization's last Site Visit was 7/8/2013, so this requirement does not apply to your organization this grant year. Your next Site Visit will need to take place during the MCC's FY17. CIP staff will be in touch with more information at that time.

PARTICIPATE AS A SITE VISITOR: June 30, 2015

Partners must send senior staff to participate on two Site Visit Teams over the course of a four-year cycle. Representatives from your organization still need to serve on two teams before the end of our FY14-FY17 visit cycle in June 2017. I will be in touch to help you register for teams once FY15 Site Visits have been scheduled. Organizations that do not fulfill the requirement in FY15 will have other opportunities in the MCC's FY16 and FY17.

Cultural Investment Portfolio Staff

We are happy to introduce two new team members for the Cultural Investment Portfolio, Sara Glidden and Michael Ibrahim. Starting September 2nd, 2014, Sara will be working with CIP *Peer* organizations, and Michael will join Charles Coe in working with CIP *Colleagues*.

Please add Sara and Michael to your mailing lists (electronic or otherwise) so they will receive e-newsletters, season brochures, and other promotional materials.

Sara Glidden	Michael Ibrahim
sara.glidden@art.state.ma.us	michael.ibrahim@art.state.ma.us
(617) 858-2710	(617) 858-2737

I will remain your primary contact as a CIP *Partner* organization, and I look forward to our continued partnership. I will share more news and updates with you as we begin our operations for CIP *Partners* in FY15, but in the meantime please do not hesitate to contact me with any questions.

All Best,
Kalyn

Kalyn King | Program Officer | Cultural Investment Portfolio (CIP), *Partners*
Massachusetts Cultural Council | 10 St. James Avenue | Boston, MA 02116
work: (617) 858-2718 | cell: (617) 519-3928 | kalyn.king@art.state.ma.us