



To: IAC Commissioners
From: André Zhang Sonera, Deputy Director of Operations & Strategic Partnerships
Date: November 15, 2023
Subject: October 2023 FY24 YTD Comparative Financial Report

Recommendation: Approval of October 2023 FY24 YTD Comparative Financial Report

The Indiana Arts Commission staff presents the attached October 2023 Fiscal Year 2024 Year-To-Date (FY24 YTD) Comparative Financial Report and recommends its approval.

October 2023 FY24 Financial Report Summary

- I. IAC Revenue:** No change from September.
- II. IAC Expenses*:** On track and consistent with first-quarter projections for FY24.
 - **Pt. 1 | Personnel, Benefits**
 - o Below projections due to reduced staffing.
 - **Pts. 2-5; 8 | Tech, Consultancies & Panels, Supplies/Office Equipment, Unemployment**
 - o Pt. 4 above projections due to earlier-than-anticipated need for supplies.
 - **Pts. 7 | FY24 Grant Contracts**
 - o Expenditures have largely caught up to projections.
 - **Pt. 9 Shared Departmental Operating Expenses**
 - o Includes Zoom subscription, memberships, mailing, and conference fees.
 - o Includes travel expenses: mileage, per diem, parking reimbursements, and car rentals.
 - **NEA/State Match Carryforward & Payment Obligations**
 - o This number remains constant and includes both previous FY payment obligations and carryover of federal funds



INDIANA ARTS COMMISSION

FY24 YTD Comparative Budget Financial Statement

Period Ending October 31, 2023

REVENUES	FY24 Actuals		FY24 Budget	
State of Indiana Appropriation				
FY24 State Appropriation	\$ 639,918		\$ 639,918	
FY24 State Appropriation (2023 NEA Grant State Match)	\$ 1,031,200		\$ 1,031,200	
FY24 State Appropriation (Non-Match)	\$ 3,422,687		\$ 3,422,687	
Total State Appropriation (\$5,197,761) minus 2% Reserve (\$103,955)	\$ 5,093,806		\$ 5,093,806	
National Endowment for the Arts Federal Grant				
2023 National Endowment for the Arts Grant (IAC's FY24)	\$ 1,031,200		\$ 1,031,200	
2022 National Endowment for the Arts Grant (IAC's FY23)	\$ 57,750		\$ 57,750	
Interagency Funding Agreements				
Indiana Department of Education: Fellowship for Creative Teaching	\$ 450,000		\$ 450,000	
Family and Social Services Administration, Division of Aging: Lifelong Arts/Creative Aging	\$ 925,000		\$ 925,000	
Carryforward & Payment Obligations				
FY23 SOI State Appropriation Carryforward	\$ 1,372,593		\$ 1,372,593	
Interagency Funding Carryforward	\$ 27,750		\$ 27,750	
Total Payment Obligations	\$ 1,400,343		\$ 1,400,343	
Dedicated Funds/Donations				
Cultural Trust Income	\$ 5,000		\$ 5,000	
National Assembly of State Arts Agency: Lifelong Arts for Arts Organizations	\$ 95,000		\$ -	
TOTAL REVENUE	\$ 9,058,098		\$ 8,963,099	
EXPENDITURES	Actual/Encumbered	* Year To Date * Budget	%Variance	FY24 Budget
.1 Personnel, Benefits	\$ 315,672	\$ 326,556	-3.333%	\$ 979,663
.2 Technology/Communications	\$ 9,306	\$ 13,216	-29.586%	\$ 41,953
.3 Consultancies/Contracts/Panelist/Capacity Building	\$ 610,947	\$ 670,572	-8.892%	\$ 1,200,775
.4 Materials & Supplies	\$ 1,262	\$ 1,000	26.181%	\$ 3,000
.5 Office Equipment	\$ -	\$ 332	-100.000%	\$ 1,000
.7 Grant Contracts (FY24)	\$ 3,397,938	\$ 4,037,520	-15.841%	\$ 5,283,665
.8 Unemployment Compensation	\$ -	\$ -	N/A	\$ -
.9 Shared Departmental Operating Expenses	\$ 30,296	\$ 51,209	-40.839%	\$ 147,700
Payment Obligations (Encumbered)	\$ 1,400,343	\$ 1,400,343	0.000%	\$ 1,400,343
TOTAL EXPENSES	\$ 5,765,763	\$ 6,500,748	-11.306%	\$ 9,058,098
TOTAL SURPLUS/(DEFICIT) \$ 3,292,336				



To: Committee on the Future, Executive Committee, and Fourth Quarter Business Meeting Attendees
From: Jordan Adams, Artist Services Program Manager
Date: Friday, November 3, 2023
Subject: Programs Code of Conduct Policy

Purpose

Indiana Arts Commission programs have historically enjoyed a high level of participation from interested Hoosiers, characterized by engagement and courtesy. However, there have been instances where participants have exhibited inappropriate behavior towards themselves, other participants, IAC staff and contractors, as well as external vendors and partners. To address this issue, the IAC has traditionally taken a case-by-case approach, tailored to the individual participant and the overseeing IAC team member.

However, this is not a long-term sustainable approach for the agency. As such, we are pleased to announce the development of a Code of Conduct policy designed to provide a clear and consistent framework for addressing inappropriate behavior. This policy is aimed at fostering a respectful and positive environment that is conducive to the IAC's mission and values.

We believe that this Code of Conduct policy will help ensure that all participants are aware of the standard of behavior expected of them and understand the consequences of failing to meet these standards. It will also provide a clear and transparent process for addressing any issues that may arise, ensuring that all parties are treated fairly and equitably.

We are committed to ensuring that the Indiana Arts Commission programs continue to be a welcoming and inclusive environment for all participants. We believe that the implementation of this policy will be an important step in achieving this goal.



Indiana Arts Commission Code of Conduct Policy

In conjunction with the [Workplace Harassment Prevention Policy](#) established by the Indiana State Personnel Department, the following Code of Conduct is established:

Programs, convenings, and other related events organized by the Indiana Arts Commission (IAC) are meant to provide a harassment-free experience for everyone, regardless of gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, religion, or technology choices. The IAC does not tolerate harassment of program participants or event attendees in any form. Harassment includes but is not limited to: offensive written and verbal comments; deliberate intimidation, stalking, following, harassing, unauthorized photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention.

Participants asked to stop any harassing behavior are expected to comply immediately.

Contracted facilitators, speakers, panelists, vendors, grantees etc., are also subject to the anti-harassment policy in that they shall not harass participants or be harassed by participants.

We expect participants and contractors to follow these expectations at both online or in-person trainings, programs, convenings, or other social events.



To: Indiana Arts Commission
From: Stephanie Haines, Arts Education & Accessibility Program Manager
Date: November 3, 2023
Subject: Summer Institute for Creative Teaching – Approval for Registration Fees

July 2024, IAC will host its second Summer Institute for Creative Teaching. Expanding upon its success in 2023, IAC will again offer this statewide arts integration learning opportunity in partnership with the Indiana Department of Education.

This fall, IAC staff began Summer Institute planning with input from its community-driven steering committee which includes representation from the IN Dept of Education, classroom educators, and arts practitioners. The Summer Institute will be held in central Indiana July 10, 11, 12, 2024 and consist of 2.5 days of guest speakers, breakout sessions, and networking for educators and arts integration specialists. Conference registration will be open beginning on February 20, 2024.

A large portion of the expenses for the Summer Institute for Creative Teaching will be subsidized by both IDOE funding and IAC funding. The registration fees below were recommended by the conference steering committee in order to support the growing attendance at the conference. It is estimated that 150 people will attend the conference next summer, which is almost double our first institute. Additionally, to alleviate registrant attrition, the registration fees provide some level assurance that registrants will attend the event. With equitable access in mind, IAC is also developing scholarship opportunities to ensure that registration costs are not a barrier for attendees.

In alignment with the IAC’s strategic goal of investment in artist careers, Indiana Artists are being provided with a reduced registration rate to support their professional development in teaching artistry.

APPROVAL REQUESTED: IAC staff requests approval for a conference registration fees maximums as follows:

Early Registration – Register by May 1, 2024	
General -----	\$75
IN Artist reduced rate -----	\$50
Regular Registration – After May 1, 2024	
General -----	\$110
IN Artist reduced rate -----	\$75

These rates represent the maximums of the fees. Fees may be lowered as event expenses are made clearer.

Scholarships:

A limited number of scholarships will be available to those participants who need financial assistance. This will be through a competitive application process and adjudicated by the IAC staff based on need, IAC priorities, and program goals.

Scholarship categories may include artist travel scholarships, Indiana teacher scholarships, and general scholarships.

Many thanks to our 2024 IAC Summer Institute for Creative Teaching

Steering Committee:

Nelsy Marcano	Lubeznik Center for the Arts	Michigan City	(Reg 1)
Lakesha Green	Wagon Wheel Theatre	Warsaw	(Reg 2)
Leon Crosby	Freelance Artist	Muncie	(Reg 4)
Beth Benedix	The Castle	Greencastle	(Reg 6)
Lacey Bohlen	IN Dept of Education	Indianapolis	(Reg 7)
Paul Satchwill	Educator & FCT fellow 2023	Batesville	(Reg 9)



Paige Sharp
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Lifelong Arts Indiana Creative Aging Program 2024-2025 Arts Organizations

December 2023 Quarterly Business Meeting

Funding Recommendations

Organization Name	Region	County	Award Recommendation	Funding Source
The Jack & Shirley Lubeznik Center for the Arts	1	La Porte	\$20,000	NASAA
ArtMix Inc.	7	Marion	\$20,000	NASAA
Fort Wayne Dance Collective, Inc.	3	Allen	\$20,000	NASAA
Civic Theatre of Greater Lafayette, Inc.	4	Tippecanoe	\$20,000	NASAA
<i>The following are contingent upon approval and receipt of funds from FSSA</i>				
South Shore Arts	1	Lake	\$20,000	FSSA
Association of Artists and Craftsmen of Porter County (DBA the Chesterton Art Center)	1	Porter	\$20,000	FSSA
The Honeywell Foundation, Inc.	3	Wabash	\$20,000	FSSA
Art Barn School of Art, Inc.	1	Porter	\$20,000	FSSA
Booth Tarkington Civic Theatre	7	Hamilton	\$20,000	FSSA
Heartland Sings Inc.	3	Allen	\$20,000	FSSA
libada Dance Company	7	Marion	\$20,000	FSSA
Indianapolis Museum of Art, Inc. (DBA: Newfields)	7	Marion	\$20,000	FSSA
<i>The following are recommended for Training and up to \$7,000 for pilot project, if FSSA funding available</i>				
Anderson Fine Arts Foundation, Inc (DBA Anderson Museum of Art)	5	Madison	\$7,000	FSSA
Constellation Stage & Screen	8	Monroe	\$7,000	FSSA
Children's Theatre of Southern Indiana Inc	10	Vanderburg h	\$7,000	FSSA
Lafayette Symphony, Inc.	4	Tippecanoe	\$7,000	FSSA
Southold Dance Theater	2	St. Joseph	\$7,000	FSSA
Swope Art Museum/Sujata Gopalan	6	Vigo	\$7,000	FSSA
TOTAL (up to 18 Recommended for Funding)			\$282,000	

Lifelong Arts Indiana Creative Aging Program 2024-2025 Arts Organizations | Overview

Applied, Not Funded		
Organization Name	Region	County
Arts Council of Southern Indiana	12	Floyd
Eiteljorg Museum of American Indians and Western Art	7	Marion
Marion Community School of the Arts	5	Grant
Nickel Plate Arts, Inc.	7	Hamilton
StoneGate Arts & Education Center	8	Lawrence
The Sapphire Theatre Company, Inc.	7	Marion

**Organizations in italics were not recommended for panel review based upon preliminary evaluation to ensure applicant met program objectives and requirements.*

Primary Discipline		
	Applied	Funded
01 Dance	3	3
02 Music	2	2
04 Theatre	6	4
05 Visual Arts	6	6
11 Interdisciplinary	2	1
14 Multidisciplinary	6	2
Total	25	18

Regional Distribution		
Region	Applied	Funded
1	4	4
2	2	1
3	3	3
4	2	2
5	2	1
6	1	1
7	7	4
9	0	0
8	2	1
10	1	1
12	1	0
Total	25	18



Connie Brahm
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FY24 Q1 Trust Report

Lifetime Interest	\$592,990.61
Lifetime Plate Revenue	\$4,017,923.09
FY23 Distribution (APS Arts Trust Project Designees)	\$5K FY23 and \$5K FY24
Interest Available	\$269,279.30
Fund Balance as of Sept 30, 2023	\$4,282,203.04

Fiscal Year	Quarter	Interest	Sales Revenue	Plates Sold
FY23	2	\$1,232.49	\$27,700.00	1,108
FY23	3	\$17,933.61	\$28,800.00	1,152
FY23	4	\$7357.32	\$36,675.00	1,467
FY24	1	\$ 46,562.52	\$35,300.00	1,412

Inv. Number	Current Investments	Book Value	Rate	Maturity Date	Projected Annual Interest
600648	Bank of NY - Treasury Note	\$ 1,800,000.00	0.5250%	4/8/2024	\$80,587.50
600307	Bank of NY – Agency Coupon	\$500,000.00	0.1000%	3/30/2026	\$22,805.56
600555	Bank of NY – Agency Coupon	\$1,000,000.00	0.5100%	1/27/2025	\$103,558.33
600565	Bank of NY – Agency Coupon	\$300,000.00	0.5000%	2/21/2024	\$16,083.33
600593	Bank of NY – Agency Coupon	\$500,000.00	0.5820%	3/20/2026	\$88,512.50

Matured Investments and Coupon Payments Since 7/1/2023					
Inv. Number	Current Investments	Book Value	Rate	Maturity Date	
600565	Bank of NY - Gov Agency Coupon Note	\$ 300,000.00	0.5000%	2/21/2024	\$ 7,291.67
600555	Bank of NY - Gov Agency Coupon Note	\$ 1,000,000.00	0.5100%	1/27/2025	\$ 25,500.00
600593	Bank of NY - Gov Agency Coupon Note	\$ 500,000.00	0.5820%	3/20/2026	\$ 13,769.17
	Total Government Interest Income				\$46,560.84
	Plus Sec Lending Income				\$ 1.68
				Total Interest	\$46,562.52



To: Committee on the Future

From: Connie Brahm, Marketing and Communications Director, and Tea Franco, Communications Manager

Date: 11/6/2023

Subject: Communications Report

FY24, Q1 Announcements

- [Arts Commission invests over \\$3M to strengthen communities through art and creativity](#)
- [Indiana Arts Commission Announces Five Indiana Communities as Part of Pilot Program “Creative Convergence”](#)
- [Arts and creativity training, programming for older adults takes place across Indiana](#)
- [Nominations open for Indiana Poet Laureate](#)
- [Indiana Arts Commission Announces 2023 Recipients of State's Highest Honor in the Arts](#)
- [Arts Commission expands Creative Aging programming, funding to arts organizations](#)
- [39 Hoosier artists strengthen careers, communities through fellowships from the Indiana Arts Commission](#)

Fall 2023 Projects

- Téa is leading the selection of the next Indiana State Poet Laureate, organizing the panel selection, nomination and application process, and selection review and interviews.
- Planning is underway for the 2024 Hoosier Women Artists program, a collaboration with the Office of the Lt. Governor. Nominations close in early November and the 2024 Reception will be held on Thursday, February 1.
- Planning has also begun for a recognition ceremony for the 2023 Governor’s Arts Award recipients. A ceremony and reception will be held on Tuesday, February 27.
- Promotion of applications for the 2024 On-Ramp Program have begun, with a goal of increasing participation around the state, following a record number of applicants in the 2023 Cohort.
- Preparations for the launch of the 2024 Arts Project Support grant cycle are underway.
- Promotion of opportunities, such as the Strengthen and Innovate program, as well as the job openings at the IAC, are ongoing.



To: Committee on the Future
From: Connie Brahm, Marketing and Communications Director
Date: 11/6/2023
Subject: Governor's Arts Awards

Overview

The Office of the Governor, with the Indiana Arts Commission (IAC), present the Governor's Arts Awards, the highest honor the state gives in the arts, to recognize outstanding achievement and contributions to arts and creativity in Indiana. These awards, which are presented every two years, honor those who maximize their roles as innovators, supporters and advocates to grow arts and creativity on the state or national level.

Recipients

The 2023 Award winners, as determined by the selection committee, are:

- Bryan Ballinger (Huntington)
- Christy Burgess (South Bend)
- D. Del Reverda-Jennings (Indianapolis)
- Jim Smoak (Washington County)
- Shaun Dingwerth and the Richmond Art Museum (Richmond)

[Read more about the award recipients.](#)

Recognition

This fall, Fort Wayne- based videography film team Bryant Rozier of Scrambled Egg(s) Design and Productions and Zachary Vessels of TopSphere Media have been travelling to each of the recipients to profile each in a video that will be completed in early 2024.

On February 27, 2024, the recipients will be recognized at a ceremony at the Indiana Statehouse where the video will be shared, and the Governor will recognize the winners.



To: IAC Commissioners
From: Connie Brahm, Marketing and Communications Director
Date: 11/13/23
Subject: Hoosier Women Artists

Program Overview

Since 2008, the Hoosier Women Artists program has celebrated and further expanded the important role art plays in our communities by showcasing the work of talented female artists throughout the state. Female artists living in Indiana are encouraged to submit artwork for consideration to be displayed in the Statehouse office of a female public official. This program is a collaboration between the Office of the Lt. Governor and the Indiana Arts Commission.

2024 Reception

The 2024 Hoosier Women Artists reception will take place on the morning of Thursday, February 1st. The participating public officials will be in attendance to recognize the artists and refreshments will be available.

Participating Offices

- Lieutenant Governor Suzanne Crouch
- Secretary of Education Dr. Katie Jenner
- Indiana State Health Commissioner Dr. Lindsay Weaver
- Chief Justice Loretta Rush
- Indiana Comptroller Elise Nieshalla

In addition, First Lady Janet Holcomb also selects pieces to be displayed in the Governor's Residence each year.

Program Timeline

The review and selection process for the 2024 Hoosier Women Artists program is taking place now. Invitations to participating artists will take place on or before December 22nd. The reception for the program will take place on Thursday, February 1st.



To: Commissioners

From: André Zhang Sonera, Deputy Director of Operations and Strategic Partnerships

Date: November 17, 2023

Subject: Staffing Report

An update on the IAC's recent staffing activity:

Contracting and Financial Manager – this position (most recently staffed by Suzette Hartsfield-Jones)), was advertised, candidates interviewed, and an offer made. The candidate declined the position. This position has proven to be difficult to fill at its current classification, therefore the decision was made to attempt to reclassify it at a higher level. That effort was successful, the position will be posted shortly, and we feel confident we can successfully recruit and retain the right candidate for this crucial member of our Finance and Operations team.

Communities Program Manager – the listing for this position (a new one for the agency), closed November 5th, and Paige Sharp and the Programs team are interviewing candidates with a projected start date late December/Early January.

Communications Manager – this position (most recently staffed by Téo Franco who left the agency in mid-November), is currently accepting applications until early December.

Governor's Summer Interns – these two temporary summer intern positions support Communications and Programs and are in the process of accepting applications. The hire process should be concluded by late winter 2024.



To: IAC Commissioners
From: Miah Michaelsen
Date: October 31, 2023
Subject: External Partnerships Report

In addition to ongoing partnerships with both the Division of Aging of FSSA, the Indiana Department of Education, and the Indiana Communities Institute, the IAC continues to engage with our regional and national programmatic and funding partners:

Arts Midwest (AM) – Regional Partner

Arts Midwest is the IAC’s [Regional Arts Organization](#) and provides national programs and services such as NEA-partnered programs Big Read and Shakespeare in American Communities as well as programs available only to member states’ constituents such as GIG Fund, World Fest and We the Many. Arts Midwest is currently engaged in a comprehensive review of existing programs and is building out specific services to folk and traditional arts and people with disabilities. They convene all nine of the partner states quarterly via Zoom and twice a year in person (most recently in North Dakota). The 2023 spring convening in Washington, DC has led to new relationships with federal agencies outside the NEA which the IAC is actively participating in. IAC continues to work alongside Arts Midwest staff to ensure regional offerings are responsive to Indiana’s needs and actively encourages participation to ensure Indiana’s creative sector benefits.

National Endowment for the Arts (NEA) – Federal Partner

Led by Eric and André, the IAC submitted its “on-year” application for federal funding (a longer, more detailed narrative) in October and should know about FY25 funding (FY24 Federal year) in April. Eric successfully submitted three years’ worth of final reports to the NEA (extensions granted due to COVID). Expectations around federal funding are continually changing, resulting in the ongoing review and revision of the agency’s federal award policies and practices.

National Assembly of State Arts Agencies (NASAA) – National Association

NASAA is a national, not-for-profit, nonpartisan organization dedicated to the nation's 56 state and jurisdictional arts agencies. Services they provide:

- **Knowledge:** NASAA is a clearinghouse for accurate and authoritative data. Their research and professional development services inform and inspire state arts agencies, sparking new ways of working, serving the public and developing the resilience of our field.
- **Representation:** NASAA is a champion and advocate for state arts agencies, asserting the importance of the arts to decision makers. They foster cross-sector support for the arts and give state arts agencies a persuasive policy voice.
- **Community:** NASAA convenes state arts agencies. Their warm and welcoming professional community energizes the work of state arts agencies, unites our members around common goals, and helps state arts agencies accomplish together more than they could alone.

NASAA's impact on the IAC of late has been their funding (via the E.A. Michelson Philanthropy) to support pilot phases for Lifelong Arts Indiana (creative aging) – specifically the initial pilot and the pilot for arts organizations.



To: IAC Commissioners
From: Paige Sharp, Deputy Director of Programs
Date: November 3, 2023
Subject: Review of the Regional Arts Partnership

Since the inception of the Regional Arts Partnership (RAP) program over twenty-five years ago much has changed:

- Grantees are no longer primarily located in the central Indiana.
- IAC has a much bigger footprint and network both because of the Regional Arts Partnership and through increased use of technology, social media, community engagement, and overall programmatic service. And,
- The RAP role has evolved to focus primarily on administrative service instead of community development.

More recently (the past two years), we've learned through the results of three different consultant reports that:

1. The RAPs are largely valued.
2. There's inconsistency of service across regions. And,
3. IAC needs to both make its expectations clearer and develop a system of accountability.

Given the evolution of the RAP program since its inception, the outcomes of the reports, and IAC's new Strategic Framework, we determined it's time to understand the program's overall efficacy and direction and address two key questions:

- To what extent is the program achieving its purpose and meeting IAC's desired outcomes? And,
- What are the recommended actions to achieve the IAC's desired outcomes?

To address these key questions and conduct the review, IAC contracted Neal Cuthbert. Cuthbert has extensive related and relevant experience including managing a complex regional system to administer decentralized public funding opportunities. The review will follow the timeline below culminating with a report at the June 2024 QBM.

Timeline

Time Period	Activity
Jan - March 2024	<ul style="list-style-type: none">• Develop Program Evaluation Design;• Review Comparative Programs, Relevant Documents and Related Data• Team Check-in Calls
March - April 2024	<ul style="list-style-type: none">• Conduct Stakeholder Engagement• Team Check-in Calls
April - May	<ul style="list-style-type: none">• Develop and Finalize Report• Team Check-in Calls
May - June	<ul style="list-style-type: none">• In Advance of Full Commission Meeting, Present Report to RAP Study Group• Present Report to Commission at Quarterly Business Meeting (Convened June 14, 2024 from 9-11am ET)