



Contract Number: ZAP12017001 Version: 1 Desc: ZAP Tier I Funding
Supplier Name: ART ACCESS
Comments: ZAP- Request for Applications- Tier I - Zoo Arts & Parks Funds (funds from a local sales and use tax) to be distributed at 0.641% for the ongoing operating expenses of the recipient. TERM upon execution through 5-31-2018.
Contract Amount: \$0.00
Agency Name: Large Arts Groups-Sales Tax
Period Performance from 4/28/2017 to 5/31/2018
Procurement Type: RFA Request for Applications Reason Code:
Buyer: MAttermann

Art Access
2017 Application/2015 Evaluation
0.00

ZAP 2017 Contract

SALT LAKE COUNTY
Standard Form Contract No. 17-08225, Approved 1-Jan-2017, Expires 31-May-2018
TIER I
ZOO, ARTS AND PARKS FUNDING AGREEMENT
Between
SALT LAKE COUNTY
And
Art Access

THIS AGREEMENT is made and entered into this first day of May, 2017 by and between SALT LAKE COUNTY, a body corporate and politic of the State of Utah ("COUNTY"), and **Art Access**, a non-profit organization, whose mailing address is 230 S 500 W, #125, Salt Lake City, UT, 84101 ("RECIPIENT").

WHEREAS, the COUNTY has imposed a local sales and use tax, pursuant to Utah Code Ann. §§ 59-12-701, et seq., (1953, as amended) and has enacted an ordinance, Chapter 3.07, Salt Lake County Code of Ordinances, 2005, as well as policies governing distribution of the revenues collected pursuant to this tax, which revenues are referred to as the "Zoo, Arts & Parks Funds" ("Funds");

WHEREAS, the administration of Funds is through the County's Zoo, Arts & Parks Program ("ZAP Program");

WHEREAS, RECIPIENT has applied for and is qualified to receive a portion of the Funds pursuant to the statute, ordinance, and policies through the ZAP Program;

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms and conditions contained in this Agreement, and the payment of the percentage of Funds as specified, the parties agree as follows:

1. SCOPE OF AGREEMENT:

In exchange for receipt of these Funds, RECIPIENT agrees to the following uses and limitations of uses for the Funds:

1. Funds shall be expended within Salt Lake County for the ongoing operating expenses of RECIPIENT as further defined herein and pursuant to Utah Code Ann. §§ 59-12-701, et seq. (1953 as amended); Chapter 3.07 Salt Lake County Code of Ordinances, 2005; and those policies, applications and standards established by Salt Lake County to administer the distribution of the Funds.
2. Funds may not be expended for the following non-qualifying expenditures, outlined more fully in Countywide Policy No. 1031 (2012): capital construction expenses; acquisition of real property or any interest in real property; depreciation related to real property; payments into an endowment corpus; any expenditures or activities outside of Salt Lake County; fund-raising expenditures related to capital or endowment campaigns; loan or interest payments; rent in excess of 6%; direct political lobbying; salary expenses above the program cap of \$95,000 per individual; grants or re-grants; sold cost of goods expenses over the cap; bad debt expense; depreciation or amortization of any asset; non-deductible tax penalties; any operating expenses that are utilized in calculating federal unrelated business income tax; expenditures not directly related to the RECIPIENT'S primary purpose; and for theatre disciplines royalty or commission expenditures over the cap.

3. RECIPIENT agrees to submit an Actual Use/Evaluation report detailing how Funds were expended. RECIPIENT understands that Funds may be withheld due to inadequate, incomplete, or non-submitted Actual Use/Evaluation report.
4. RECIPIENT agrees to acknowledge Salt Lake County Zoo, Arts and Parks program in writing and orally, including acknowledging Salt Lake County Zoo, Arts and Parks at events for which Funds have been utilized. RECIPIENT further agrees to use its best efforts to use the official Salt Lake County Zoo, Arts & Parks logo on written material such as playbills, brochures, advertisements, flyers, banners, websites and newsletters. RECIPIENT may use other acknowledgments as appropriate, such as announcements from the stage, in media releases, on supertitles, on pre-event videos, etc. If RECIPIENT has a website, the Zoo, Arts and Parks logo shall be displayed on the donor/sponsor page or other prominent page of the website. RECIPIENT will follow guidelines in Exhibit 2, ZAP Logo Usage and Acknowledgment Guide.
5. RECIPIENT shall provide COUNTY with a copy of programs or other printed material acknowledging the COUNTY and the Zoo, Arts & Parks program.
6. RECIPIENT agrees to provide COUNTY with press releases and other public relations material designed to promote RECIPIENT'S programs and projects. Submission by email is preferred at PRZAP@slco.org.
7. RECIPIENT agrees that if it produces a free or reduced-admission-fee program, the terms of admission shall be extended to all citizens of the State of Utah and shall not be restricted to citizens of Salt Lake County. RECIPIENT further agrees to publicly announce (in some manner) that this has been sponsored by the Salt Lake County Zoo, Arts and Parks Program (using this or similar wording) and to inform the COUNTY'S Representative, named below, of such an event in advance and in a timely manner.
8. RECIPIENT agrees to use the www.nowplayingutah.com (NPU) website to promote its events. This arts and cultural calendar has been created by the ZAP Program, the Utah Division of Arts and Museums and Visit Salt Lake in order to benefit Utah's arts and cultural community and individuals interested in attending arts and cultural events. RECIPIENT shall provide its publicity materials to NPU in a timely manner and shall promote the NPU website among its constituents, patrons, audiences, etc., including linking to NPU from RECIPIENT'S website. RECIPIENT also agrees to list artist profiles on NPU.
9. RECIPIENT agrees to provide tickets to any non-fundraising event to the COUNTY, without charge and within reason, as requested by COUNTY'S Representative to enable the Tier I Advisory Board to better review and evaluate RECIPIENT'S organization and programs. RECIPIENT is encouraged to extend to Tier I Advisory Board members an invitation to at least one event per year without charge for evaluation purposes. RECIPIENT shall use the ZAP invitation form, found on the ZAP website, to submit invitations to the COUNTY for use by members of the Tier I Advisory Board.
10. In compliance with County Ethics Code 2.07.207 and as outlined in the ZAP Event Attendance Program available on the COUNTY's website, RECIPIENT may make one non-fundraising performance or event per year available to the COUNTY to enable elected or appointed officials to better evaluate and review the organization, programming and attendance at the event. RECIPIENT shall use the ZAP invitation form, found on the ZAP website, to submit invitations to the COUNTY for use by elected or appointed officials.
11. It is understood and agreed that no Funds or proceeds from Funds will be made available to any public officer or employee or in violation of the Public Employees Ethics Act, Utah Code Ann. §§ 67-16-1, et. seq.
12. COUNTY may sponsor an event that highlights the Zoo, Arts and Parks Program and showcases the recipients of ZAP funding. If the COUNTY sponsors such an event and the RECIPIENT is invited to participate, RECIPIENT will use its best efforts to reasonably participate as requested.
13. RECIPIENT agrees that although it is not a "public body" as defined by the Utah Open and Public Meetings Act, Utah Code Ann. §§ 52-4-101, et seq., because RECIPIENT receives public funds, it will adhere to the spirit of the statute by making its board meetings open to the public. Accordingly, RECIPIENT agrees to:
 1. Give public notice of its regular board meetings yearly and place meeting information on RECIPIENT'S website in a timely and accessible manner.
 2. Give not less than 24 hours prior notice of the date, time and place of the regular board meeting and public notice of the agenda.
 3. Make available copies of the agenda at each regular board meeting.
 4. Open its regular board meetings to the public, except that RECIPIENT shall reserve the right to close such meetings (or portions of such meetings) for matters such as:
 1. Discussion of the character, professional competence, or physical or mental health of an individual;
 2. Strategy sessions to discuss collective bargaining;
 3. Strategy sessions to discuss pending or reasonably imminent litigation;
 4. Strategy sessions to discuss the purchase, exchange, sale or lease of real property;
 5. Discussions involving the creditworthiness of individuals seeking real estate loans;

6. Discussion regarding deployment of security personnel;
7. Discussions involving investigative proceedings conducted by governmental bodies/agencies;
8. Discussion involving fund raising from specific individuals or groups; and

5. Keep minutes of both open and closed meetings.

14. COUNTY has prepared an online contract training for all recipients. RECIPIENT agrees that at least one representative from the organization will complete the training on an annual basis.
15. Salt Lake County has invested in a dashboard system, called Salt Lake MetroStat, which highlights real-time data on the services it provides. The ZAP Program provides data to the Salt Lake MetroStat Dashboard that highlights grantee activities. RECIPIENT agrees to participate in the dashboard project by providing data upon request. The data will be similar to information requested in the ZAP Application Form, such as attendance, free admissions, expenditures, and staffing.

2. PUBLIC FUNDS AND PUBLIC MONIES:

1. Definitions: "Public funds" and "public monies" mean monies, funds, and accounts, regardless of the source from which they are derived, that are owned, held, or administered by the State or any of its boards, commissions, institutions, departments, divisions, agencies, bureaus, laboratories, or other similar instrumentalities, or any county, city, school district, political subdivision, or other public body. The terms also include monies, funds or accounts that have been transferred by any of the aforementioned public entities to a private contract provider for public programs or services. Said funds shall maintain the nature of "public funds" while in Recipient's possession.
2. Recipient's Obligation: RECIPIENT of "public funds" and "public monies" pursuant to this and other contracts related hereto, expressly understands that it, its officers, and employees are obligated to receive, keep safe, transfer, disburse and use these "public funds" and "public monies" as authorized by law and this Agreement for ZAP qualifying activities to Salt Lake County. RECIPIENT understands that it, its officers, and employees may be criminally liable under Utah Code Ann. § 76-8-402, for misuse of public funds or monies. RECIPIENT expressly understands that COUNTY may monitor the expenditure of public funds by RECIPIENT.
3. COUNTY reserves the right to verify application and evaluation information and to audit the use of Funds and the accounting of the use of Funds received by RECIPIENT under this Agreement. If an audit is requested by the COUNTY, RECIPIENT shall cooperate fully with COUNTY and its representatives in the performance of the audit.
4. RECIPIENT expressly understands that County may withhold funds or require repayment of funds from RECIPIENT for contract noncompliance, failure to comply with directives regarding the use of public funds, or for misuse of public funds or monies.

3. CONSIDERATION:

Payment of Funds to RECIPIENT and the amounts thereof shall be determined and paid as set forth in Chapter 3.07, Salt Lake County Ordinances, 2005 and Countywide Policy No. 1031 (2012). Payment of Funds to RECIPIENT for the fiscal year 2017, shall be .641% of the funds designated for Tier I qualifying organizations.

The percentage of this Agreement may be modified by COUNTY if an organization within the 2017 pool of Tier I organization is deemed not in compliance with the contract and is removed from the pool.

Any past due balances owed to a COUNTY facility or agency may first be deducted before any distribution of FUNDS is made to RECIPIENT.

4. EFFECTIVE DATE:

This Agreement shall be for a term of one (1) year, beginning on the date of the first distribution of funds to the RECIPIENT and ending after the final payment is made (before or during May of 2018), and shall not be renewable.

If all Funds received under this Agreement are not expended during the RECIPIENT'S current fiscal year, RECIPIENT agrees to account for the Funds in the succeeding fiscal year pursuant the terms and conditions of this Agreement.

All covenants made by RECIPIENT shall survive the expiration date of this Agreement if any Funds paid to RECIPIENT under this Agreement remain unexpended and shall continue to bind RECIPIENT until all such Funds are expended.

5. MAINTENANCE AND AVAILABILITY OF RECORDS:

RECIPIENT agrees to maintain detailed and accurate records of the use of all Funds that it receives under this Agreement. RECIPIENT further agrees to retain said records and make them available for review by the COUNTY from

time to time upon the COUNTY'S request. Said records shall be maintained by RECIPIENT for a period of five (5) years from the date of their creation. All records shall be maintained in accordance with Generally Accepted Accounting Principles (GAAP) and, if so requested, in a manner and form specified by the Salt Lake County Auditor's Office. The parties hereby stipulate that ownership of all records that are the subject of this paragraph shall rest with RECIPIENT. However, to the extent that such records are deemed by the Salt Lake County District Attorney's Office to be records of the COUNTY, the parties agree that the COUNTY'S review and/or disclosure of said records will be governed by the Utah Government Records Access and Management Act, Utah Code Ann. §§ 63G-2-101 et. seq. If any records obtained by the COUNTY reveal that RECIPIENT is in violation of this Agreement, the COUNTY may make use of and disclose such records as it deems appropriate to protect its rights under this Agreement and to protect the public's interest in the proper expenditure of public funds.

6. ASSIGNMENT AND TRANSFER OF FUNDS:

It is understood and agreed that RECIPIENT shall not assign or transfer its rights or receipt of Funds under this Agreement, any interest therein, or claim hereunder. The Funds provided under this Agreement shall be used exclusively and solely by RECIPIENT for the purposes set forth in this Agreement.

7. INDEPENDENT ENTITY:

It is understood and agreed that RECIPIENT'S status in relation to COUNTY is that of an independent entity. No officer, employee, or agent of the RECIPIENT or the COUNTY is intended to be an officer, employee, or agent of the other party. The RECIPIENT and the COUNTY will each be solely and entirely responsible for its acts and for the acts of its officers, employees, or agents during the performance of this Agreement.

8. INDEMNIFICATION:

1. Unless RECIPIENT is an agency of the State of Utah or an institution of higher education of the State of Utah, the Parties agree to the following indemnification provisions:

RECIPIENT shall indemnify, defend and save harmless the COUNTY, its officers, agents and employees, from and against any and all claims, damages, losses and expenses, including attorney's fees and legal costs, arising out of any and all of RECIPIENT'S, or its officers', agents', or employees' negligent or wrongful acts or failures to act which occur during the term of the Agreement, or, if Funds are not fully expended during the term of this Agreement, during the period of time in which RECIPIENT expends Funds made available under this Agreement.

COUNTY is a body corporate and politic of the State of Utah, subject to the Utah Governmental Immunity Act ("Act"), Utah Code Ann. §§ 63G-7-101, et. seq. (1953, as amended). The Parties agree that COUNTY shall only be liable within the parameters of the Act. Nothing contained in this Agreement shall be construed, in any way, to modify the limits of liability set forth in the Act or the basis for liability as established in the Act.

2. If RECIPIENT is an agency of the State of Utah or an institution of higher education of the State of Utah, the Parties agree to the following indemnification provision:

Both Parties are governmental entities under the Governmental Immunity Act of Utah, §§ 63G-7-101 to -904 (2011), as amended (the "Act"). There are no indemnity obligations between these parties. Subject to and consistent with the terms of the Act, the COUNTY and the RECIPIENT shall be responsible for their own negligent acts or omissions, or those of their authorized employees, officers, and agents while engaged in the performance of the obligations under this Agreement, and neither the COUNTY nor the RECIPIENT shall have any liability whatsoever for any negligent act or omission of the other Party, its employees, officers, or agents. Neither Party waives any defenses or limits of liability available under the Act and other applicable law. Both Parties maintain all privileges, immunities, and other rights granted by the Act and all other applicable law.

9. INSURANCE:

RECIPIENT shall, at its sole cost and expense, secure and maintain during the term of this Agreement or until the Funds are fully expended by the RECIPIENT, whichever is later, the following insurance:

1. Workers' compensation and employer's liability insurance as required by the State of Utah unless a waiver of coverage is allowed and acquired pursuant to Utah law. This requirement includes contractors who are doing business as an individual and/or as a sole proprietor as well as corporations, limited liability companies, joint ventures and partnerships.
2. Commercial general liability insurance on an occurrence form in the minimum amount of \$1,000,000 per occurrence with a \$2,000,000 general policy aggregate. The policy shall protect the County, RECIPIENT, and any subcontractor from claims for damages for personal injury, including accidental death, and from claims for property damage that may arise from RECIPIENT's operations under this Agreement, whether performed by RECIPIENT itself, any subcontractor, or anyone directly or indirectly employed by either of them. Such

insurance shall provide coverage for premises operations, acts of independent contractors, and completed operations.

If RECIPIENT is a governmental entity, RECIPIENT may satisfy the requirements of this section by maintaining self-insurance in lieu of purchasing commercial general liability insurance.

In the event RECIPIENT fails to maintain and keep in force any insurance as required herein, the COUNTY may terminate this Agreement and cease payments to RECIPIENT.

10. **NO OFFICER OR EMPLOYEE INTEREST:**

It is understood and agreed that no officer or employee of the COUNTY has or shall have any pecuniary interest, direct or indirect, in this Agreement or the Funds distributed.

11. **TERMINATION:**

The COUNTY may terminate this Agreement as a result of the failure of RECIPIENT to fulfill its obligations under this Agreement. COUNTY shall provide written notice of termination of this Agreement by delivering to RECIPIENT a Notice of Termination specifying the basis for the termination. Upon RECIPIENT's receipt of a Notice of Termination, RECIPIENT shall have 30 days in which to cure the basis for termination set forth in such Notice of Termination. If RECIPIENT fails to cure such basis for termination within the 30-day period, COUNTY may terminate this Agreement. Upon termination of this agreement, RECIPIENT shall immediately deliver to the COUNTY all unused Funds previously paid to RECIPIENT under this Agreement, and the COUNTY may, in its sole discretion, seek repayment of all Funds improperly expended by RECIPIENT under this Agreement.

The COUNTY may terminate this Agreement for the following non-inclusive reasons:

1. RECIPIENT no longer qualifies for receipt of funding as a Tier I organization under the County's ZAP Program;
2. RECIPIENT was determined to be qualified based upon the submission of erroneous information, and may require RECIPIENT to return all Funds paid to RECIPIENT based upon the erroneous information;
3. RECIPIENT fails the minimum financial health test and their financial health plan is not accepted by the County ;
4. RECIPIENT fails to supply adequate financial health reports (if required by this Agreement);
5. If the financial health of RECIPIENT is in such jeopardy that organizational dissolution is inevitable; or
6. Any actions taken by RECIPIENT violate the understanding between the parties, as expressed in RECIPIENT'S Application Form and in this Agreement

The parties agree that rights and remedies of COUNTY in this section are in addition to any other rights and remedies provided by law or under this Agreement.

12. **ETHICAL STANDARDS:**

RECIPIENT represents that it has not: (a) provided an illegal gift or payoff to any County officer or employee, or former County officer or employee, or to any relative or business entity of a County officer or employee, or relative or business entity of a former County officer or employee; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than bona fide employees of bona fide commercial agencies established for the purpose of securing business; (c) breached any of the ethical standards set forth in State statute or Salt Lake County's Ethics Code, Chapter 2.07, Salt Lake County Code of Ordinances, 2005; or (d) knowingly influenced, and hereby promises that it will not knowingly influence, any County officer or employee or former County officer or employee to breach any of the ethical standards set forth in State statute or Salt Lake County ordinances.

13. **COUNTY REPRESENTATIVE:**

COUNTY hereby appoints the Program Director of the COUNTY'S Zoo, Arts and Parks Program as COUNTY Representative to assist in the administration of this Agreement and the Funding provided by this Agreement. Said Representative shall ensure performance of this Agreement by RECIPIENT and assist RECIPIENT in obtaining information and access to COUNTY or other government offices, if necessary for RECIPIENT'S performance of this Agreement, and if such assistance is requested by RECIPIENT. Additionally, said Representative shall monitor and evaluate the performance of this Agreement by RECIPIENT, but shall not assume any supervisory or management role over RECIPIENT or any of RECIPIENT'S officers, agents or employees during RECIPIENT'S ordinary course of business or in RECIPIENT'S expenditure of Funds provided by this Agreement, other than to enforce COUNTY'S rights and responsibilities under this Agreement.

14. **COMPLIANCE WITH LAWS:**

RECIPIENT agrees that it, its officers, agents and employees will comply with all federal, state and local laws, rules and

regulations that govern and apply to its operations and in particular those laws created to protect the rights of individuals, including, but not limited to, those laws requiring access for persons with disabilities as well as the laws governing non-discrimination against all protected groups and persons in admissions and hiring.

15. ADDITIONAL DOCUMENTS:

The following documents shall be submitted by RECIPIENT to the COUNTY prior to any Funds being disbursed and are incorporated into this Agreement by reference, being made part hereof as exhibits:

1. Application Form- (Exhibit 1)
2. ZAP Logo Usage and Acknowledgment Guide (Exhibit 2)
3. Additional Requirements Letter, if applicable - (Exhibit 3)

16. INTERPRETATION:

The entire agreement among the parties shall consist of this Agreement and the documents set forth above in paragraph 15. All documents are complementary and the provisions of each document shall be equally binding upon the parties. In the event of an inconsistency between any of the provisions of said documents, the inconsistency shall be resolved by giving precedence first to this Agreement, and then to the other documents in the order set forth in paragraph 15 above. Further, this Agreement shall be interpreted to be consistent with Title 59, Chapter 12, Part 7 of the Utah Code, as amended; and Chapter 3.07, Salt Lake County Code of Ordinances, 2005, as amended; and Countywide Policy No. 1031, as amended.

17. ENTIRE AGREEMENT:

This Agreement contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agents for either party that are not contained in this written agreement shall be binding or valid. This Agreement may not be enlarged, modified or altered, except in writing, signed by the parties. Moreover, as a standard form contract approved by the Salt Lake County District Attorney's Office, any alteration to this Agreement without the approval of the Salt Lake County District Attorney's Office shall render the Agreement void and without effect.

18. SURVIVAL:

All covenants made by RECIPIENT shall survive the expiration date of this Agreement if any Funds paid to RECIPIENT under this Agreement remain unexpended and shall continue to bind RECIPIENT until all such Funds are expended.

19. GOVERNING LAWS:

It is understood and agreed by the parties hereto that this Agreement shall be governed by the laws of the State of Utah and Salt Lake County, both as to interpretation and performance.

20. WARRANT OF AUTHORITY:

The person signing this Agreement warrants his or her authority to do so and authority to bind RECIPIENT. RECIPIENT understands that COUNTY may require RECIPIENT to return all Funds paid to RECIPIENT based upon a breach of a warrant of authority.

APPROVED AS TO FORM:

/s/ Stephen M. Barnes
Stephen M. Barnes
Deputy District Attorney
Date:03/13/2017

Documents

Art Access

Salt Lake County Zoo, Arts, Parks

[Exhibit 1 - 2017 ZAP Application - Art Access](#)

Erin M. Call
4/25/2017 11:25:57 AM
erin@accessart.org 166.70.128.147

Megan Attermann
4/25/2017 2:53:51 PM
mattermann@slco.org 198.50.4.5

link: [Exhibit 2 - Logo Usage and](#)

Erin M. Call

Megan Attermann

Signatures

Salt Lake County

Art Access

By:
Mayor or Designee

Erin M. Call
4/26/2017 2:57:56 PM
erin@accessart.org 166.70.128.147

Erin Litvack
5/15/2017 8:25:17 AM
elitvack@slco.org 198.50.4.5

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EXHIBIT 1

Salt Lake County
Zoo, Arts, Parks
ZAP Tier I & Zoological application
5/13/2016 deadline

Art Access
2017 Application/2015 Evaluation

\$ 0.00 Requested
\$ 393,383 Three-year Qualifying Expenditure Amount

Submitted: 5/12/2016 11:57:54 AM (Pacific)

Project Contact
Amanda Finlayson
amanda@accessart.org
Tel: 801-328-0703, option 5

Additional Contacts
erin@accessart.org

Art Access

230 S 500 W
#125
Salt Lake City 84101
United States

Telephone 801-328-0703
Fax 801-328-9868
Web www.accessart.org

Executive Director
Sheryl Gillilan
sheryl@accessart.org

Additional Information

Utah Entity Number

1. Utah Entity Number
870310-0140

Secondary Contact

2. First Name
Amanda

3. Last Name
Finlayson

4. Telephone
801-328-0703, option 5

5. Email
amanda@accessart.org

Financial Contact

6. First Name
Erin

7. Last Name
Call

8. Telephone
801-328-0703, option 8

9. Email
erin@accessart.org

General Eligibility

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #3.

1. If your organization uses a DBA (doing business as) that is different from your IRS 501(c)(3) letter, please include here.

If not, please enter 'N/A'.

N/A

2. Is your organization headquartered in Salt Lake County?

- Yes
 No

3. Are you a member of the Utah Nonprofits Association or accredited by the Association of Zoos and Aquariums?

Under explain - please list which organization you are affiliated with (the ZAP program will verify).

- Yes, explain: UNA
 No

4. Does your organization abide by all nonprofit ethics and professional standards?

-answer not presented because of the answer to #3-

5. Are you part of a public university, college, or educational affiliate?

- Yes
 No

6. If you answered "Yes" to Question 5, does your program receive more than 50% of its funding from state funds?

- Yes
 No
 Not Applicable

7. What is your organization's primary eligible discipline?

- Architecture
 Arts Education
 Botanical
 Dance
 Folk Arts
 Humanities
 Interdisciplinary/Performance Art
 Literature
 Local Arts Agency
 Media Arts
 Multi-Disciplinary
 Music
 Natural History
 Presenting Organization
 Theatre
 Visual Arts
 Zoological

Application Questions

Summary Information

1. Summary Table: This summary should be past information that is readily available from your most recently completed fiscal year. Not every organization uses each category listed.

Include the total number for each category and place that number in the appropriate boxes below. If you do not have a number for a specific category, please enter "0." (i.e., if your organization does not offer paid memberships, please write "0.")

<input type="text" value="14,594"/>	Audience/Constituents served in Salt Lake County
<input type="text" value="220"/>	Audience/Constituents served outside Salt Lake County (include everyone served outside of Salt Lake County)
<input type="text" value="13,721"/>	Free attendance to events, programs, performances, general admission in Salt Lake County
<input type="text" value="873"/>	Paid attendance
<input type="text" value="0"/>	Paid subscribers
<input type="text" value="0"/>	Paid memberships

406	Artists, Scholars, Botanists, Zoologists involved
526	Donors (Corporate/Foundation/Individual)
335	Volunteers
3	Full-time Staff
3	Part-time Staff
72	Contract Personnel
0	Interns
30,753.00	TOTAL

Organization Overview

2. Indicate the 12-month period that you are requesting 2017 ZAP funding. This should be your 12 month fiscal year between January 2017 and December 2018. Indicate Beginning Month/Year - Ending Month/Year.

10/1/2017-9/30/18

3. What is your organization's mission statement?

Art Access connects people by providing opportunities to develop personal creativity and to explore our diverse experiences through the visual, literary, and performing arts. We believe that valuing the full range of human experience is necessary to cultivate a civil and respectful community.

4. Describe what was accomplished or any noteworthy achievements or awards your organization received during the past three years.

We hosted a poignant photography exhibit with Heal Courageously that profiled people with life-threatening illnesses, particularly cancer; explored the topic of Alzheimer's through a visual art exhibit and panel discussion; and partnered with the Moran Eye Center to examine the confluence of art and science through artistic photographs of the eye and art created by low-vision artists. We also presented an exhibit by artist Ryan Moffett, whose sculptures symbolized the emotional stages of living with MS. Our literary arts program co-sponsored seven performances of INTERSECTIONS with SAGE Utah. These staged readings featured professional actors recounting local stories of LGBTQ community members and their allies. We also hosted a workshop and community reading of The Day After, which featured poems centered on the 70th anniversary of the bombings of Hiroshima and Nagasaki.

Our executive director was elected to the Enlightened 50 group sponsored by Community Foundation of Utah.

5. Provide a summary overview of your organization, including major program areas.

Founded in 1984, Art Access provides a diverse collection of annual programs and services. These include: ART ACCESS and ACCESS II GALLERIES where emerging and established artists, artists with and without disabilities, and others with limited access to the arts exhibit their artwork in a professional space; INTEGRATED ARTS that provide arts education services to students, ages 3-22, who receive special education services in schools and disability service venues; ARTIST RESIDENCIES for adults are site-specific residency programs in the visual, performing, or literary arts for disability and social service organizations; ART WORKSHOPS for ages 5 to 11 years, 11 to 16 years, ages 17 and older, and military VETERANS – all inviting participants to engage in creative expression; STUDIO E, a national program which enables adult and youth participants living with epilepsy to express themselves through art therapy; CREATIVE WRITING WORKSHOPS (adults) and residencies (teens) taught by local writers; the DESERT WANDERINGS literary magazine compiled of juried writings from the public and our workshops/ residencies; the Art Access BOOK GROUP that investigates how and why people with disabilities and people from other underrepresented populations have been depicted in literature and considers the historical, social, and cultural impact of these depictions; PARTNERS ARTIST MENTORING matches talented emerging artists with professional artists for one-on-one mentoring; PERFORMING ARTS that educate the general public to respect and celebrate difference; EVERYONE WELCOME, an accessibility education program for museums and cultural organizations that creates awareness and understanding of accessibility and disability; and our PERMANENT COLLECTION that increases appreciation of the talents of artists of all abilities by lending artwork to community organizations and local businesses for display.

6. What are the short-term (1-3 years) goals and objectives for your organization? What are your plans for achieving them?

Short-term goals include: obtaining funding for and acquisition of additional accessibility tools, such as an FM System for assisted listening and adaptive art-making tools for people with limited mobility and dexterity (currently exploring funding and/or sponsorships); developing staff and executive director review and wage scale policies (draft policies being reviewed); increasing capacity to serve people from additional underserved communities (we are beginning a partnership with Hill Air Force Base to address military sexual trauma and a TBD organization to address autism spectrum needs); and focusing on board responsibility in fundraising and encouraging direct board support in resource development (seven board members and the assistant director attended an all-day fundraising workshop sponsored by UNA in May, 2016, and the executive director attended a similar workshop last year. Also, an intensive board retreat was held last year that focused on the board's help in fundraising.)

7. What are the long-term (4-10 years) goals and objectives for your organization? What are your plans for achieving them?

Long-term goals include the following: continuing to diversify our funding base, focusing on corporations (9 new and/or increased corporate cash and in-kind funders this year so far totaling \$9,401); increasing numbers of new individual donors (we have added 45 new donors so far this year as well as 21 new 300 Plates sponsorships, totaling \$11,241 in new funding); and exploring legacy giving (program in current development and planning); continuing to develop strategic partnerships in the community and exploring possibilities of joint funding opportunities (Salt Lake Acting Company and The Rose Exposed are two new successful partnerships in theatre and performing arts); ensuring long-term viability of Art Access by establishing an endowment fund; further revitalizing the west side Depot District by initiating continued community art projects; and maintaining a vital and uniting presence in Artspace City Center (we are an anchor arts tenant serving the area's diverse community).

Community Impact, Engagement & Participation

8. Describe your primary audience, participants or constituents.

Art Access serves a diverse population of adults and children with and without disabilities, as well as the elderly, youth-at-risk, refugees, people experiencing homelessness, LGBTQ and other disenfranchised peoples. We offer services in the most inclusive manner possible, appealing to our community's broad demographic make-up. Art Access is the only arts organization in Utah that specifically considers the needs of individuals with disabilities when planning and facilitating programming.

9. What value does the community receive from your activities?

Explain how your organization contributes to a vibrant/energetic cultural community in Salt Lake County.

Art Access' guiding principles include: 1) every member of our community deserves access to high quality arts learning experiences; 2) all artists and arts educators should be prepared to include people of all abilities in their instruction; 3) all people with disabilities should have complete access to cultural facilities and activities; 4) individuals of all abilities and backgrounds deserve the opportunity to share their personal stories with the community in order to establish common bonds and celebrate differences.

As human beings, we rigorously develop our own identity-stories over the course of our lives, but we also tend to create deceptively simple stories about "other" people—those people we do not know and may actually fear. In order to build a stronger, more inhabitable community, Art Access strives to break down the walls between "us" and "them." Our objectives include expanding social knowledge, intelligence, awareness, sensitivity, competence and civility. In utilizing creative processes that focus on self-reflection and self-exploration, we encourage careful consideration of assumptions, beliefs, and biases that are embedded in every individual's subconscious. Art Access creates a safe space in which individuals can design, compose, and share their stories and self-identity, focusing on the universal human longing for belonging and what it means to feel understood.

Ultimately, Art Access urges people to reconsider the stories they think they already know about "other" people, and to exchange them with authentic identity stories created by the very people they may have dismissed.

10. Describe your educational, outreach, free and highly-discounted programming activities.

All of our programming is free or offered at low and/or reduced cost and focuses on K-12 students and adults who are interested in expanding their life experiences through art. We offer high-quality visual arts workshops to children, teens, adults, and veterans (low cost), as well as a professional artist-mentoring program (free). Our literary arts programming includes creative writing workshops for adults at \$25 for four weeks and a book group, a literary magazine, writing workshops for teens living in or served by disability and at-risk intervention services all at no cost to participants. Additionally, we offer art therapy alternatives such as Studio E (for children and adults living with epilepsy), and sessions for female survivors of sexual assault at no cost to participants. Finally, we facilitate site-specific, structured artist residencies for special education students and adults who live with a wide variety of cognitive and age-related disabilities for free. Our programming has no specific art proficiency requirements and all program instructors are experienced professionals in their fields.

Each June, our gallery committee reaches out to the community and invites exhibition proposals for the upcoming calendar year. We encourage artists to explore themes related to our mission and invite artists from all backgrounds to apply. This inclusive, yet competitive, approach allows Art Access to encourage gallery goers to appreciate established and emerging artists of all backgrounds and abilities first and foremost as talented artists. Gallery exhibitions are free.

The gallery's two spaces (Art Access Gallery and Access II) host 22 exhibits annually, including exhibitions that feature participant artwork from selected children's, teen, adult and veterans workshops. While emerging artists, artists with disabilities, and others with limited access to the arts who exhibit in Art Access Gallery demonstrate promising artistic skills and techniques, many are unfamiliar with the processes required to succeed as a working artist in our community. Under the guidance of our executive director and gallery committee, these artists learn to develop, submit, and revise gallery proposals; understand legal and professional obligations for exhibiting in a gallery; craft a viable artist's statement; price and market their artwork appropriately; manage deadlines and expectations; and demonstrate gallery etiquette when interacting with staff, patrons, and other artists. These educational services are offered for free.

We also have a Permanent Collection that we lend free of charge to requesting businesses and agencies. Host businesses agree to display labels identifying the artist and to post educational information about Art Access.

This year we formed a partnership with Salt Lake Acting Company and regularly display art there at no charge. Our artists are exposed to a different audience, who in turn become familiar with them and Art Access.

11. How does your organization engage with the community?

Explain your strategies for growing your audience, increasing audience diversity, providing services to marginalized communities, and/or other community building activities.

Art Access provides meaningful and enriching access to creative expression for all people, with specific focus on the differently-abled. We engage in universal and human-centered design practices that provide the most unrestricted accessibility possible. We are diligently working to raise funds to fill gaps in our accessible services. For instance, we are in the process of locating a sponsor for an FM system to provide comprehensive assistive listening devices for patrons and students who are deaf or hard of hearing. Since 25% of the population currently experiences varying levels of hearing loss, Art Access feels that this advancement in how we deliver our programs and services will have a significant effect on our overall accessibility. Additionally, we are expanding and diversifying our supply of adaptive art-making tools for individuals with limited mobility and motor skills. The nature of our organization is to carefully plan for accessibility and inclusion when planning all of our programs and services, so that every person who wants to participate is able to do so in the most complete way possible.

Art Access engages with underserved populations in all aspects of its organization, including board membership; planning and policy decisions; and recruitment of staff, artists, teaching artists, participants, and audience members. Additionally, two members of our staff speak fluent Spanish.

Specifically, Art Access staff conducts outreach at education and/or disability information fairs and public speaking engagements. We also rely on personal referrals: soliciting recommendations for program participants from schools, service providers, and allies; offering free and low-cost programming and reduced fees based on individual needs; targeting new populations by expanding current offerings or developing new programs; maintaining productive working relationships with local schools, service providers, and community organizations; exploring partnerships that extend our reach; having an open, competitive, and instructive proposal process for gallery exhibitions and our Integrated Arts program; hosting culminating gallery exhibitions for our children's, teen, and veterans workshops, which also include opening night artist receptions; and establishing a welcoming

presence in the community with outreach efforts at the Utah Arts Festival, Salt Lake County Libraries, and the George E. Wahlen Veterans Affairs Medical Center. However, our most effective approach for engaging with underserved populations is favorable word of mouth from past participants and patrons.

In terms of ADA accessibility, Art Access is located in a building that is accessed via a ramp. We also have motorized door openers installed at our main and side door entrances, and are working to obtain funds to install the same openers in our workshop space. Because we are located next to the Greek Town TRAX station, Art Access is also easily visited via mass transit.

12. Quantify the community engagement efforts described in Questions 10 and 11.

These efforts should be free to the participant, though they may be paid for by another source. For example, a school may pay for an outreach performance, but the event is free to the students.

13,721 Number of Participants Served

3,089 Number of Staff Hours Spent Directly Interacting with Participants

16,810.00 **TOTAL**

13. Describe how your organization collaborates and partners with other organizations to advance your mission and serve the public.

Successful collaborations are well-received by the advisory board.

Because Art Access has over 30 years of respected community presence, we are able to make connections with several key people and organizations to formulate effective ways of engaging constituents along the Wasatch Front in artistic exploration. Many of our programs have benefited from partnerships with the following community organizations: Disability Law Center, Edison Elementary, Epilepsy Foundation of Utah, Franklin Elementary, Granite Elementary, Kauri Sue Hamilton School, Indian Hills Elementary, John F. Kennedy Center for the Performing Arts Office of VSA & Accessibility, Neighborhood House Adult Day Services, NowPlayingUtah.com, Palmer Court, Primary Children's Medical Center's Wasatch Canyons Behavioral Health Unit, RBC Wealth Management, The Road Home, Salt Lake Acting Company, SPLORE, TURN City Center for the Arts, George E. Wahlen Department of Veterans Affairs Medical Center, Wasatch Presbyterian, Westminster Center for Veteran & Military Services, University Neuropsychiatric Institute's Girls' Transition Unit (Juvenile Justice Services), University of Utah's J. Willard Marriott Library's Book Arts Program, Utah Arts Festival, Utah Council of the Blind, Utah Division of Arts and Museums, Utah's Hogle Zoo, Utah Humanities, Utah Independent Living Center, Utah Museum of Fine Arts, Utah Schools for the Deaf and the Blind, Valley Behavioral Health Jail Diversion Outreach Team, Work Activity Center, and YWCA Utah. Many other partners are highlighted throughout this application.

Our current DREAMERS Project is focused on diverse cultural identities in the United States. In utilizing processes that focus on self-reflection and self-exploration, the project is designed to encourage careful consideration of assumptions, beliefs, and biases that are embedded in every individual's cultural subconscious. Art Access has created a safe space in which immigrants can design, compose, and share their stories and self-identity, also focusing on the universal human longing for home and what it means to feel at home. Partnering organizations for our Dreamers Project include Artes de México en Utah, The Documentary Project Fund, Framework Arts, Horizonte Instruction and Training Center, the Performing Arts Coalition, the Community Writing Center, and Sorenson Unity Center.

Also current, our BODY IMAGE project tackles the idea that our bodies are both private and public. Our bodies' shapes, sizes, habits, and movements define our most intimate moments, but they are also subject to public scrutiny and interpretation. The public and private aspects of our bodies are interrelated: when we internalize social norms and expectations for our bodies, these in turn affect our most private bodily experiences. Partners for our Body Image project include the University of Utah's English & Gender Studies, Utah Women's Giving Circle, Center for Change: Eating Disorder Treatment Center, and Utah Humanities.

14. State statute indicates the role of ZAP is to "enhance the quality of life of Utah's citizens, as well as the continuing growth of Utah's tourist, convention, and recreational industries." How does your organization contribute to this purpose?

This question is intended for informational purposes. Answers will vary and may include partnerships, advertising, how your organization attracts tourists and convention attendees, etc.

Art Access provides fully accessible gallery exhibits and workshop programs for residents and visitors of all backgrounds and abilities. We are members of Salt Lake Gallery Stroll and are listed in their promotional guides.

We have had our gallery, workshop, and office space in the Depot District for 10 years, which is a challenged area of the city due to issues of homelessness and drug sales and use. We remain committed, however, to the process of making this area a safe and vibrant destination for live/work/play activities for all people. We anticipate remaining an anchor tenant at ArtSpace City Center and continuing as a valued and stereotype-busting destination point for arts lovers.

15. List the dates of your events from your fiscal year ending in 2015 in the Community Activities Table in the Tables tab.

✓ I have filled in the 2015 Community Activities Table in the Tables tab.

Governance

16. Describe your board's succession planning efforts for key staff (Executive Director, CFO, key management or artistic/cultural/zoological staff).

Art Access has a written succession plan that details an extensive search and hiring process for the executive director and other key staff positions. The plan was successfully utilized in 2011 to hire a new executive director and, in 2015, to hire a programs administrator.

Five years ago the board realized they also needed a succession plan, and has since developed procedures to insure that the board recruits at least two new members each year to replace rotations off the board or resignations due to unanticipated circumstances. The board has also focused on succession planning for its executive committee and carefully grooms members each year for future leadership positions.

17. What recruitment efforts are you taking toward increasing the diversity of your board of directors/trustees and staff? Please be specific.

By diversity we mean, ethnicity, religion, age, disability, gender, gender identity, socio-economic, demographic, sexual orientation, skills, and knowledge.

As stewards of the public trust, we are staunchly committed to inclusion and equity at both the policy and direct service levels. Our board membership has always been comprised of people with and without disabilities, different ethnic backgrounds, men and women, self-identified as LGBTQ or transgender, different ages (currently ranging from the 30's to the 80's), income levels, religions and marketable skills. We proactively and intentionally build ongoing relationships with diverse people and organizations in order to maintain a highly representative community board.

Specifically, the board follows a detailed, written recruitment procedure that includes the following practices: working with current board members to identify an optimal board matrix based on the strengths and needs of Art Access; identifying potential board members; requesting applications from interested parties; maintaining a database of candidates; screening candidate eligibility and qualifications for service; conducting personal meetings with the board chair and executive director; and preparing a nomination slate. These practices take place within an established timeline and result in two to five new board members each September, with a 3-year term beginning in October.

We are equally committed to inclusion and equity with staff members and contracted artists and teachers. We cultivate interactive and mutually beneficial relationships with people and organizations in our community and are as inclusive as possible in our hiring practices. Although our staff is a small group, it currently includes diverse ages (20's to 50's), as well as people with disabilities, different religions, ethnicities, and places of birth/formative years. Our contractors comprise a much larger group that extends further to include people from the LGBTQ community and different socio-economic backgrounds.

18. List the total number of board members for each of the categories listed below.

To find out what district your board members are in, please use the link in the Resources tab.

<input type="text" value="10"/>	County District 1
<input type="text" value="0"/>	County District 2
<input type="text" value="0"/>	County District 3
<input type="text" value="6"/>	County District 4
<input type="text" value="0"/>	County District 5
<input type="text" value="1"/>	County District 6
<input type="text" value="0"/>	In Utah (outside Salt Lake County)
<input type="text" value="0"/>	Outside Utah
<input type="text" value="17"/>	Total number of Directors/Trustees/Board Members
<input type="text" value="Monthly"/>	Frequency of Board of Directors meetings
<input type="text" value="0"/>	Number of Advisory Board Members (if you have an advisory board)
<input type="text" value="34.00"/>	TOTAL

19. This question has been removed.

Enter N/A in the box below.

N/A

Financials

20. Upload your Qualifying Expenditure Worksheets to the Documents tab and add the corresponding numbers to the Financial Summary tab.

Check the boxes below once the tasks are finished.

- I have added the corresponding numbers from the QE Workbook to the Financial Summary Tab.
- I have uploaded the complete QE Workbook to the Documents tab.

2015 Evaluation

21. Did your organization receive funding through ZAP in 2015?

- Yes, my organization was funded through ZAP Tier I or Zoological in 2015.
- Yes, my organization was funded through ZAP Tier II in 2015.

22. How did you measure and evaluate the success of your organizational efforts in 2015? What were the results of these measurements and evaluations?

Participants evaluate our workshops through a Social Return on Investment (SROI) tool designed for Art Access by graduate students at the David Eccles School of Business. Participants fill out a form that is processed through Excel, with each workshop receiving a social score (how well the program was received and how many contact hours were achieved) and a revenue/expense score, which combine to produce an overall SROI score. We are piloting the SROI tool this year, and intend to use it consistently to compare similar data points from year to year.

Thus far we have confirmed that we serve a diverse group of participants in our workshops: 25% identify as a person with a disability; ages range from 5 – 65+, dispersed evenly across categories; 27% identify as non-white; 85% are female, 12% are male, and 3% are gender neutral/non-binary. Additionally, the average satisfaction score for each question surveyed is above 6.01 (out of 7). Categories with some of the highest averages are: rating the instructor's knowledge (6.90); rating the instructor's sensitivity and responsiveness to participant needs (6.89); and overall satisfaction with

Art Access' programs and staff (6.81). Workshop teachers and coordinators also provide observational evaluations reflecting the positives and negatives of each workshop.

The Integrated Arts and Residencies for Adults programs conduct a separate, rigorous qualitative and quantitative evaluation procedure that is developed, assessed, and reported by our programs administrator. In particular, the following practices are employed: on-site administrator observations; teaching-artist observations; forms from administrators, classroom teachers, and teaching artists; publicity, if applicable; and site visits made by Art Access staff. Additionally, each Integrated Arts residency must submit a Universal Design for Learning Checklist, a sample of one Individual Education Plan, a Curriculum Map, and at least one Student Learning Story.

23. Describe the internal and external challenges and opportunities you faced during the past year and how your organization addressed them.

Our current fiscal year is projected to close in the black, eliminating the need to tap into our reserve funds, which we were compelled to do over the past few years due to Congressional cutbacks in financial support to our VSA national office (which had traditionally granted us about 1/5 of our total budget). Since that significant loss of national funding, Art Access has carefully managed its expenses, expanded its programming judiciously, increased revenue due to added visibility and a broader financial support base, and created mutually beneficial partnerships with other nonprofits and corporations. Our board has also become more directly engaged in fundraising, with 100% of board and staff providing individual donations to Art Access. We have established a clear development plan that incorporates an in-depth calendar of grants, corporate applications, and individual donor cultivation. We are also in the beginning stages of developing a legacy giving plan for long-time supporters.

24. Please describe any related party transactions which occurred in the last year. If any related party transactions are listed on your audit, they should be explained here.

In the event of any sale, lease or other transaction with a board member or affiliate, or staff member or affiliate, disclose the costs and expenses incurred by the board, staff member or affiliate.

Not applicable.

Financial Summary

Summary of Audited Revenues/Expenses	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	
Total Revenue	\$ 449,918.00	\$ 507,748.00	\$ 442,099.00	
Total All Operating Expenses (use negative number)	\$ -471,531.00	\$ -527,760.00	\$ -459,352.00	
Total	\$ -21,613.00	\$ -20,012.00	\$ -17,253.00	

Summary of Qualifying Expenditures	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Total Qualifying Operating Expenses over 3 years
Total Qualifying Operating Expenses	\$ 380,209.00	\$ 425,784.00	\$ 374,156.00	\$ 1,180,149.00
Total	\$ 380,209.00	\$ 425,784.00	\$ 374,156.00	\$ 1,180,149.00

Tables

Salary Information

Fiscal Year	2013	2014	2015
Total Staff Hired	5	5	6
Total Salaries & Benefits Paid	202,059	222,519	219,013
Total	202,064	222,524	219,019

Community Activities Table

Date(s) (Month/Day/Year)	Venue or location (Street Address, City)	Event description (name or type and description)	Check Box if Free to Participants
10/1/14 - 9/30/15	Art Access Gallery 230 S 500 W #125 Salt Lake City	Art Access Gallery Access II Gallery Exhibitions: 1) Differences: A Dialogue 1st Annual Veterans Art Exhibit; 2) Annual Group Holiday Show; 3) Images Honoring the Night Side of Life: Photographs by Heal Courageously Breast Cancer Quilts by Judy Elsley; 4) Through Portals & Passage Ways & Finding Balance Illuminations: Tales Told with Silver and Light; 5) What's My Name Brainwear/Brainware; 6) Visions Low Vision Artists;	<input checked="" type="checkbox"/>

		<p>7) 300 Plates Fundraiser & Exhibition; 8) USDG Marcee Blackerby, Leslie Duke & Una Pett; 9) Linnie Brown Kindred Spirits; 10) Partners Teen Workshops; and 11) art2go Granger High Students.</p>	
7/1/14 - 6/30/15	<p>Multiple: 1) Decker Lake Youth Center 2310 Research Way, WVC; 2) Edison Elementary 466 S Cheyenne St, SLC; 3) Genesis Youth Center 14178 Pony Express Rd, Draper; 4) Granite Elementary 9760 S 3100 E, Sandy; 5) Primary Children's Medical Center's Wasatch Canyons Behavioral Health 5770 S 1500 W, WVC; 6) South Valley School 8400 Redwood Rd, WJC; 7) Utah Schools for the Deaf and the Blind Salt Lake 1655 E 3300 S, SLC; 8) Jean Masseiu School of the Deaf 1655 E 3300 S, SLC; 9) Bingham High 2160 W 10400 S, SJC; 10) Riverton High 124763 S Silverwolf Way, Riverton; 11) West Jordan High 8136 S 2700 W, WJC; 12) Jordan Valley School 7501 S 1000 E, Midvale; 13) Kauri Sue Hamilton School 2827 W 13400 S, Riverton; 14) Indian Hills Elementary 2496 St Marys Dr, SLC; 15) The Road Home 210 S Rio Grande St, SLC; and 16) Utah Arts Festival Art Yard 210 E 400 S, SLC.</p>	<p>Integrated Arts in Schools - multidisciplinary inclusive residency programming.</p>	✓
10/1/14 - 9/30/15	<p>Multiple: 1) Alzheimer's Art Expressions Group 230 S 500 W #110, SLC; 2) Utah Independent Living Center 3445 Main St, SLC; 3) Neighborhood House Adult Day Services 1580 Vine St, SLC; 4) Palmer Court 999 Main St, SLC; 5) SPLORE 409 Main St, SLC; 6) TURN City Center for the Arts 511 W 200 S, SLC; 7) Utah Council of the Blind 250 N 1950 W, SLC; 8) Valley Mental Health Jail Diversion Outreach Unit 120 Main St, SLC; and 9) Work Activity Center 1275 W 2320 S, WVC.</p>	<p>Artist Residencies for Adults - multidisciplinary residency programming.</p>	✓
10/10/14 - 6/19/15	<p>Art Access Workshop 110 230 S 500 W #110 Salt Lake City & The Clark Planetarium 110 S 400 W Salt Lake City</p>	<p>Workshops for Ages 5 to 11: 1) Monsters on Main Street repurposed art taught by Megan Hallett; 2) Alien Life mixed media taught by Wayne Geary; 3) Embossed Metal Ornaments taught by Louise Fischman; 4) Planetary Design mixed media sculpture taught by Wayne Geary and Jessie Warner; 5) Puppetry & Performance taught by Louise Fischman; and 6) Patchwork Printmaking taught by Lenka Konopasek.</p>	e
6/22/15 - 7/10/15	<p>Art Access Workshop 110 230 S 500 W #110</p>	<p>Workshops for Ages 11 to 16: 1) Altered Thrift Store Art taught by Megan Hallett;</p>	e

	Salt Lake City & Utah's Hogle Zoo 2600 Sunnyside Ave Salt Lake City	2) Upcycled Mosaics taught by Louise Fischman; 3) Image Transfer Furniture taught by Stephanie Swift; and 4) Animal Expressions pastel drawing taught by Ron Russon and Suzanne Zraggen.	
11/15/14 - 5/9/15	Art Access Workshop 110 230 S 500 W #110 Salt Lake City	Workshops for Ages 17+: 1) Recycled Glass Jewelry taught by Jodi McRaney-Rusho; 2) One-of-a-Kind Holiday Ornaments collage and assemblage taught by Bonnie Sucec; 3) Wildlife Painting taught by Carel P. Brest van Kempen; 4) Repose embossed metal work taught by Nancy Starks; and 5) Mosaic Flower Pots taught by Louise Fischman.	e
10/23/14 - 8/27/15	Art Access Workshop 110 230 S 500 W #110 Salt Lake City	Workshops for Veterans: 1) Catching Light stained glass taught by Hoda Peterson; 2) True Story - Writing from Life memoir writing taught by Kirstin Scott; 3) The What If Factor assemblage taught by Lone Vilnius; 4) What's Your Story memoir writing taught by Josh Hanagarne; 5) Color Etching printmaking taught by Stefanie Dykes; and 6) Advanced Stained Glass taught by Hoda Peterson.	✓
3/7/15 -8/6/15	Art Access Workshop 110 230 S 500 W #110 Salt Lake City	Studio E: The Epilepsy Art Therapy Program: 1) Adult Session led by Board Certified Art Therapist Ida Yoked; and 2) Children's Session led by Board Certified Art Therapist Jill Johnson.	✓
10/2/14 - 8/7/15	Art Access Workshop 110 230 S 500 W #110 Salt Lake City	Creative Writing Workshops & Readings: 1) Writers' Edge community writing group, led by Jane Grau; 2) Revolutionizing Normal writing and performance workshop, taught by Meg Day and Raphael Dagold; 3) Revolutionizing Normal community reading night; 4) The Day After poetry and performance, taught by Meg Day; and 5) The Day After community reading night.	e
10/22/14 - 9/30/15	Art Access Workshop 110 230 S 500 W #110 Salt Lake City	Art Access Book Group Discussions: 1) "The Hottentot Venus" by Barbara Chase-Riboud; 2) "All the Light We Cannot See" by Anthony Doerr; 3) "Now I See You" by Nicole C. Kear; and 4) "Soldier Girls" by Helen Thorpe.	✓
10/1/14 - 9/30/15	Multiple: 1) Barros Greene and Hales 261 E Broadway #300, SLC; 2) Disability Law Center 205 N 400 W, SLC; 3) Match & Farnsworth, LLC 243 E 400 S #111, SLC; 4) RBC Wealth Managment 299 S Main St #200, SLC; 5) UofU Health Care Neurobehavior HOME 650 Komas Dr, SLC; and 6) Wasatch Presbyterian Church 1626 S 1700 E, SLC.	Permanent Collection - exhibits of work from the Art Access Permanent Collection.	✓
10/1/14 - 9/30/15	Held primarily in individual artists' home studios with several meetings occurring at Art Access in Salt Lake City.	Partners Artist Mentoring (apprentices and mentors): 1) Melissa Rasmussen & Kirstin Scott in creative writing; 2) Alissa Meservy Bott and Sue Martin in watercolor painting; and 3) Zack Barnett and Elizabeth Schulze in digital media and animation.	✓
10/10/14 - 5/3/15	Art Access Gallery 230 S 500 W #125	Performing Arts: 1) DIFFERENT=AMAZING presented by Plan-B	e

	Salt Lake City	Theatre (free event); and 2) INTERSECTIONS staged readings of stories from LGBTQ individuals and their allies (tickets were sold).	
10/1/14 - 9/30/15	Art Access 230 S 500 W #125 Salt Lake City	Everyone Welcome: 1) Students from Murray High School; 2) Board of Directors; 3) Medical Humanities students from the University of Utah; and 4) University of Utah Disability Studies class.	✓
2/21/15	Art Access 230 S 500 W #125 Salt Lake City	"Oops, I Ran Out of Wall Space" art swap and sale.	✓
5/15/15	Art Access 230 S 500 W #125 Salt Lake City	Annual 300 Plates Fundraiser	€
5/30/15	Art Access Gallery 230 S 500 W #125 Salt Lake City	Gallery Exhibition Application Workshop	✓
8/29/15	The Rose Wagner Performing Arts Center 138 W 300 S Salt Lake City	The Rose Exposed: Dreamers Project, featuring Art Access programming	€
9/26/15	Art Access 230 S 500 W #125 Salt Lake City	Room to Read event	✓
10/1/14 - 9/30/15	Multiple: 1) The Rose Wagner Performing Arts Center 138 W 300 S, SLC; 2) Utah's Hogle Zoo 2600 Sunnyside Ave, SLC; 3-5) Art Access 230 S 500 W #125, SLC; 6) Murray High School 5440 S State St, Murray; 7) Art Access 230 S 500 W #125, SLC; and 8) VA Medical Center 500 Foothill Blvd, SLC.	Outreach Education: 1) Utah Film Center; 2) Utah's Hogle Zoo; 3) TURN City Center for the Arts; 4) South Valley School; 5) Utah Independent Living Center; 6) Division of Services for People with Disabilities; 7) Utah Council for Citizen Diplomacy African Delegation; and 8) VA Medical Center.	✓
5/7/15	Art Access 230 S 500 W #125 Salt Lake City	Visit from and tour with National Endowment for the Arts Chair, Jane Chu	✓
1/30/15 - 4/16/15	Art Access Gallery 230 S 500 W #125 Salt Lake City	Special Events: 1) An Evening with Judy Elsley; and 2) Visions Lecture presented by the Moran Eye Center.	✓
			€
Total			

Documents

Documents Requested *	Required?	Attached Documents *
Microsoft Excel Qualifying Expenditures Workbook download template	✓	2017 Qualifying Expenditure Worksheets
2013 Audit	✓	2013 Audit
2014 Audit	✓	2014 Audit
2015 Audit	✓	2015 Audit
Auditor's Peer Review Letter: This is a letter from the reviewer of your auditor. Your auditor will have a copy of this letter on file.	✓	Peer Review Letter
IRS 501(c)3 letter	✓	501c3 Letter
Organization Chart	✓	Organizational Chart
Board List (Include: Names, Addresses, Phone numbers, Email address and List of Skills/expertise they bring to your board). This is considered a protected document.	✓	Board Directory

Current Season Brochure	✓	Programs & Services
Verification of Use: NowPlayingUtah for promotion of events	✓	Art Access on NowPlayingUtah
Verification of acknowledgement: Samples on how you acknowledge/use the ZAP logo	✓	Art Access Web Page DesNews ProBono Ad Art Access Book Group EBlast Film Screening EBlast Gallery Stroll EBlast Literary Arts Readings EBlast Splore Trip EBlast Dreamers Workshop EBlast
Visual documentation that will enhance your application. Maximum of 3, two-minute videos or audio clips. Up to 8 images. May upload more than one document in this section.		30th Anniversary Catalog January-July Exhibitions July-December Exhibitions - Front July-December Exhibitions - Back November - August Workshops May-December Workshops
Board Approved Standards of Ethics: Required if your organization is not a member of the Utah Nonprofit Association or the Association of Zoos and Aquariums.		
Optional: annual report, annual POPS or ISee report, etc.		2015 Annual Report

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 54837

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EXHIBIT 2



Salt Lake County
**ZOO, ARTS
& PARKS**
(ZAP) Program

Logo Usage Guide

**Acknowledgement
Expectations**



INTRODUCTION

Congratulations on receiving a grant from Salt Lake County Zoo, Arts & Parks (ZAP) program.

ZAP's mission is to enhance Salt Lake County resident and visitor experiences through cultural and recreational offerings. While we don't need to tell you how important art, culture and recreation are we do need your help in telling others.

ZAP grants are different from foundations or private donors — because ZAP funds are public tax dollars approved by the voters of Salt Lake County. That's why as part of your contract we require you, our cultural partner, to spread the word to your constituents.

This guide defines the correct usage of the ZAP IS YOU. ORG logo, so that ZAP's visual identity remains consistent through the many applications in which it occurs.

ELEMENTS

The elements of the ZAP logo are:

- A. Four colored illustrative squares (the 'mark')
- B. ZAP IS YOU.ORG typography (the 'logotype')
- C. Salt Lake County type and logo

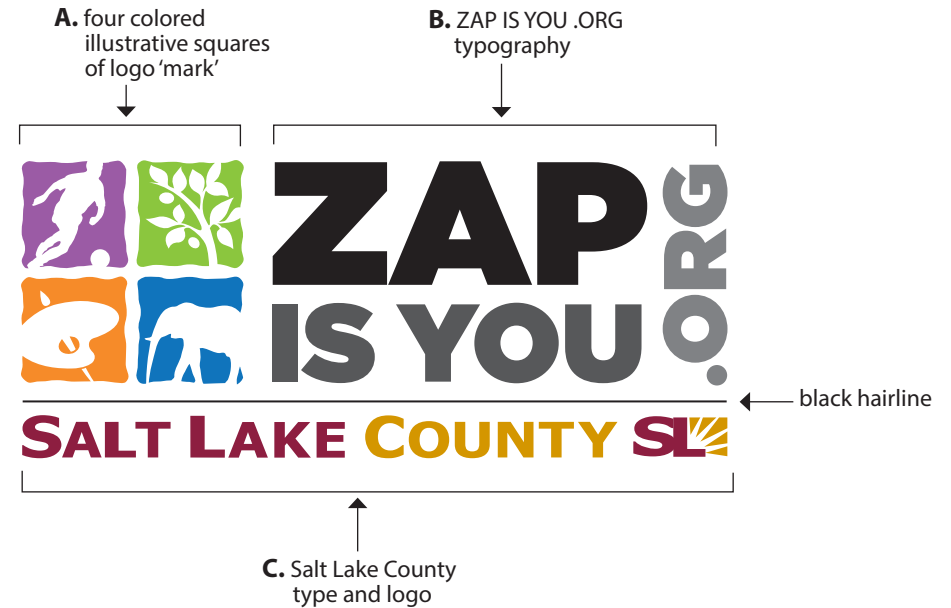
FORMATS

There is both a horizontal and vertical version of the ZAP logo.

Visit the ZAP website (www.zapisyou.org) — specifically, the "Seeking Funds" tab — to download all logo artwork.

- The horizontal logo is the primary logo and is to be used wherever possible.
- The Spanish version of the ZAP logo may be used at the recipient's discretion.
- The relative size and position of each of these elements must remain as shown in each of the two logo versions.

HORIZONTAL ZAP LOGO



VERTICAL ZAP LOGO



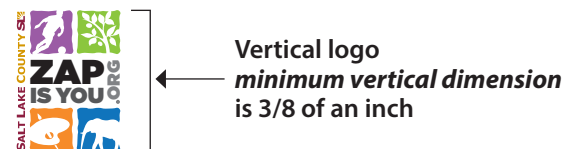
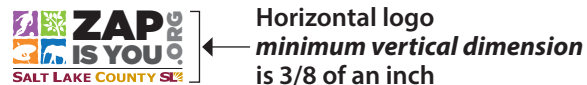
SIZE REQUIREMENTS

- The height of the horizontal logo must remain legible & therefore never be printed smaller than 3/8 inch.
- The height of the vertical logo must remain legible & therefore never be printed smaller than 3/4 inch.

Note:

In the event the marketing piece is less than 4 inches tall, the ZAP logo's height, regardless if you are using the horizontal or vertical logo, must never be less than 5% of the marketing piece's height.

The ZAP logo should always be the same size as other sponsor logos on an organization's marketing material. It can appear bigger if ZAP is the primary funder of your organization's activities.

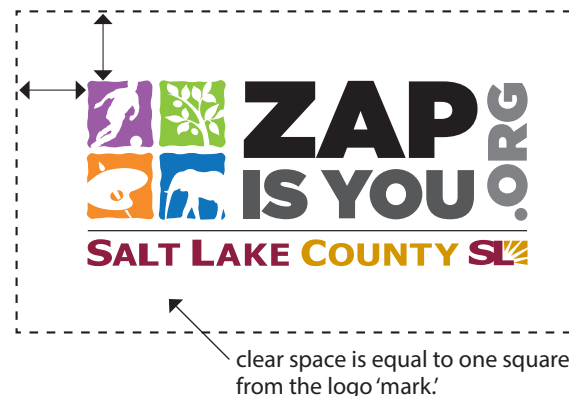


CLEAR SPACE

In order for the ZAP logo to be clearly seen, please don't place other elements too close to the logo.

When using the horizontal logo, leave a clear space that equals AT LEAST the width/height of a single square from the logo 'mark' (the illustrative elements of the logo).

When using the vertical logo, leave a clear space that equals AT LEAST approximately 3/4 the width/height of a single square from the logo 'mark.'



COLOR & VERSIONS

The ZAP logo MUST be printed in color when printed on color marketing material.

(Refer to CMYK and RGB values at right.)

When needed, a one-color BLACK version is provided. In one-color applications, the ZAP logo must always appear in **black**.

If the value of background on which the logo will appear is darker than 50% (-ish), the reversed version of the logo should be used.

The reversed version of the logo must always appear as **white**.

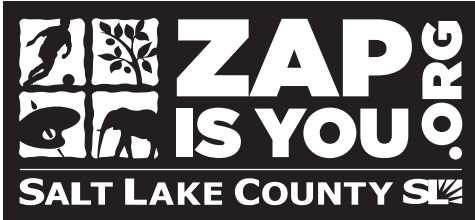
FULL COLOR ZAP LOGO











BLACK & WHITE ZAP LOGO



REVERSED ZAP LOGO



COLOR PALETTE

	C = 43 M = 76 Y = 0 K = 0		C = 50 M = 0 Y = 100 K = 0	} ZAP logo 'mark'
	C = 0 M = 55 Y = 95 K = 0		C = 85 M = 50 Y = 0 K = 0	
	80% Black 70% Black when offset printed		60% Black 40% Black when offset printed	} ZAP logotype
	PMS 208* *PMS 216 when laser printed		PMS 117* *PMS 125 when laser printed	

LOGO DON'TS

The integrity of the ZAP brand is highly dependent on consistent and proper use of the ZAPISYOU.ORG logo

Please:

- Use color only as specified on page 4. Do not use colors outside of the ZAP logo color palette.
- Do not move colors around within the logo.
- Do not extend or condense the logo.
- Do not rotate or tilt the logo.
- Do not delete any part of the logo (ie. Salt Lake County).



Do not change logo coloration



Do not extend or condense logo



Do not rotate or tilt logo



Do not delete any part of the logo (i.e. "Salt Lake County")



ACKNOWLEDGEMENT EXPECTATIONS

REQUIREMENTS

Recipients must include the ZAP logo on:

- Brochures, Printed Programs and/or Playbills
**May choose to use a ZAP graphic instead — see pg. 8*
- Organization's website
should be clickable and always link directly to the www.zapisyou.org website
- Organization's newsletter
especially in the event this is your primary mode of communication with your constituents

EXCEPTIONS

Do not include the ZAP logo on:

- SWAG
- Material for Fundraising events
**ZAP funds are to support public activities & programming*
- Guerilla/Non-traditional marketing items

IMPORTANT

Whenever donors are listed (on a brochure, playbill, etc.) ZAP must be acknowledged in an organization's donor list at the donation level of funds received from ZAP.

Presenting Sponsor/Clarification

While we now require that ZAP is thanked in your programs, websites, and other materials at the appropriate donor level, ZAP understands that it could be giving more money than your performance/event's presenting sponsors.

In this event, ZAP does not need to be listed as another presenting/performance/event sponsor (unless you want to!).

However, it is in your organization's best interest that ZAP is listed / thanked at the level at which it gives, somewhere in your donor thank you materials. [This helps you communicate to your patrons ZAP funding is vital to your organization].



ACKNOWLEDGEMENT

WRITTEN

When you absolutely cannot use the ZAP logo, don't have a printed program, and so can only provide written acknowledgement, please use the phrase:

"[organization name] is funded in part by Salt Lake County Zoo, Arts & Parks (ZAP)."

VERBAL

We encourage all ZAP recipients to verbally thank the public just before a performance or event begins.

Sample Verbal Statement #1

"[Organization's name] would like to thank the residents of Salt Lake County for their continued support of arts, culture and recreation through the Salt Lake County Zoo, Arts & Parks (ZAP) Program.

When you pay sales tax, one penny out of every \$10 is set aside to strengthen our community. Your support matters. Thank you!"

Sample Verbal Statement #2

"[Organization's name] is funded in part by the residents of Salt Lake County through the Zoo, Arts & Parks (ZAP) Program. Your support matters. Thank you!"

TELEVISION, RADIO & NEWSPAPER

Whenever paying for television ads, use the ZAP logo. If paying for a radio spot, use the phrase *"[Organization's name] is funded in part by the residents of Salt Lake County through the Zoo, Arts & Parks (ZAP) program. Your support matters. Thank you!"*

Whenever being interviewed on television or radio or for a newspaper story, make your best efforts to (1) thank the public (2) acknowledge Salt Lake County and (3) acknowledge Zoo, Arts & Parks.

ZAP GRAPHICS

Instead of using the ZAP logo alone, whenever space allows in your playbill, program, and/or brochure, please use a ZAP Graphic. All artwork is available on the ZAP website.

VENUE SIGNAGE

Contact ZAP staff to reserve a Zoo, Arts & Parks banner for your events. If your budget permits, or you need to reserve a banner for an extended period of time, feel free to print your own using the artwork file available on the ZAP website.

We encourage all ZAP recipients to display a window cling at their facility year-round. Window clings are available and can be picked up at the ZAP office:

2001 South State Street, Salt Lake City, UT
84114 North Bldg., 4th Floor, Suite N4400



window clings



horizontal banner



vertical banner

ZAP AND SOCIAL MEDIA

ZAP is active on social media. If you are too, please “like us” on Facebook, “Follow us” on Twitter and/or “Subscribe” to our YouTube channel.

FACEBOOK www.facebook.com/zapisyou

When referring to ZAP on Facebook, tag/link directly to the Salt Lake County Zoo, Arts and Parks Facebook Page [@Salt Lake County Zoo, Arts and Parks]

TWITTER www.twitter.com/@slcoZAP

Include either the ZAP twitter handle @slcoZAP or the hash tag #slcoZAP on Twitter posts highlighting ZAP as it relates to your organization.

YOUTUBE www.youtube.com/zooartsandparks

More and more, organizations are videotaping their events and sharing them on YouTube. ***If you have already produced videos, we would like to share them on our ZAP YouTube channel.***

Please first subscribe to the ZAP YouTube Channel, and then send appropriate video links to PRZAP@slco.org with “YouTube Video link(s)” in the subject line.

Recommended Social Media Tips

We encourage you (through your organization’s own social media accounts) to:

- Thank the public for their support of the ZAP Program
- Let your followers know you are funded in part by Salt Lake County Zoo, Arts & Parks
- Highlight how the public benefits from your programs