



**CITY OF KINGSTON DEPARTMENT OF ARTS AND CULTURAL AFFAIRS (ACA)  
DIRECTOR'S REPORT**

***Respectfully submitted by Kitt Potter, Director of Arts and Cultural Affairs 3.9.23***

**ARTS AND CULTURE MASTER PLAN (ACMP) IMPLEMENTATION PHASE II**

This report is aligned with the short to middle-term priorities established for my Office as described in the Action Plan Detail section of the City of Kingston (CoK) Arts and Culture Master Plan (ACMP), passed by the City of Kingston Common Council 3.1.22.

*Furthering the Role and Expanding the Capacity of the Department of Arts and Cultural Affairs; playing a primary leadership role in the **implementation of the Arts and Culture Master Plan PHASE II:***

**PRIORITY C7- DEIA – ENSURING ACCESS TO AFFORDABLE ARTS AND CULTURAL PROGRAMMING**

- Free and open to the public and sponsored by the Departments of ACA, Parks and Recreation, and with the generous tech support from [Radio Kingston](#), **the City of Kingston Arts, Culture, and Heritage Series 2023 FINAL:**

- **Saturday, April 8, 2023 at Old Dutch Church**  
**3pm-4pm Performance: David Gonzalez, storyteller and Frederick Chiu, pianist** – symphonic fairy tales for children – “Peter and the Wolf” by Sergei Prokofiev, and Camille Saint-Saëns’ “Carnival of the Animals”.
- **Saturday, May 27<sup>th</sup>, 2023, at Academy Green**  
**7-830pm Performance: Maxwell Kofi Donker – Sankofa Drummers and Dancers**  
**830pm Movie: *Black Panther***
- **Saturday, June 10 (June 11 Rain Date) at TR Gallo Park**  
Double Header Latin Concert feat.  
**530pm-7pm Concert: Alessandra Trio**  
**7pm-830pm Concert: Pablo Shine Trio;**
  - Live Performance Art by **Nancy Ostrovsky**, the resulting works of which will be donated to Center for Creative Education**830pm Movie: *Selena* feat J Lo**
- **Wednesday, June 21, 430-630pm with a reception to follow. City Hall**  
**City of Kingston and Native American Peace Tree Planting/Summer Solstice Ceremony** - Mayor, Kitt, Paul Tobin, Kawansante; Ramapough Lenaape, Association of Native Americans of the Hudson Valley.
- **Friday, July 21 at TR Gallo**  
**6-830pm Concert: Bush Brothers**
- **Friday, July 28 6pm-10pm at Kingston Point Park**  
**6pm - Late Night Kayaking Paddle**  
**830pm Movie: *JAWS***
- **Saturday, August 4 at Old Dutch Church**  
**7-830pm Concert: Juma Sultan Aboriginal Society**

- **Saturday, August 19<sup>th</sup> - Forsyth Park**  
**7-830pm Concert: Maxmillian Metatin Duet**  
**830pm Movie: Cinderella** feat. Whitney Houston and Brandy
- **October 13-15<sup>th</sup> - Various Locations**  
**Burning of Kingston** - First Ulster Militia, Ulster County, City of Kingston  
Office of Arts and Cultural Affairs: Friday: Scholarly lectures and panel discussions on the Revolutionary War, the Declaration of Independence; Black and Native Loyalists; Women in the War; Films, more. Saturday: Re-enactment, cooking demos, wool spinners, blacksmith demos, colonial physician accoutrements, more. Sunday: Bard Conservatory of Music at St James
- **Thursday, December 21 12pm-230pm City Hall**  
**2<sup>nd</sup> Annual Wiping of the Tears Ceremony/Winter Solstice Celebration**

**PRIORITY D1 – POLICY AND FUNDING**

***Strategy 4: Develop Grants for Individual Artists, Art Organizations, and Art Businesses***

**ARPA**

**A) Small Business Grants:** Managed by Ruth Ann Devitt-Frank, Director of Grants Management, the City of Kingston has allocated **\$1,000,000** of its \$17.3 million in ARPA funding to aid local for-profit businesses within the City limits. The City anticipates awarding @ **100** small businesses a one-time cash grant of up to **\$10,000**. The grant application is due no later than **4pm on Friday, March 17, 2023**.

To be eligible for an award, a business must:

- Be a for-profit business based within the city of Kingston limits
- Have 50 or fewer employees
- Be registered to do business in NYS unless the business is a sole proprietorship
- Be registered as a DBA if the sole proprietorship does business under a name other than the owner’s
- Be independently owned and operated and not be dominant in its field of operation
- Have been operating in the City of Kingston prior to October 1, 2021

Further details are included in the Application and Guidelines at <https://engagekingston.com/small-business-grant-program>

**B) Community Events Grants:** Co-Managed by Roy Verspoor – Confidential Secretary to the Mayor, and Kitt Potter, ACA Director, the City of Kingston has allocated **\$375,000** of its \$17.3 million in ARPA funding on free community events in 2023. Nonprofit organizations and businesses located within the city limits are eligible to apply for up to **five 2023 events at up to \$5,000 per event for a maximum total of \$25,000 per organization** on a reimbursement basis. Events must be free and open to the public and either have previously been established as an annual event prior to 2020- or, if new, not duplicate other organization’s existing events and focus primarily on youth and families as the target audience. Overall preference will be shown to applications that draw audiences from diverse backgrounds. **Grant applications will be accepted on a rolling basis from Friday, February 3, 2023 through Friday, November 1, 2023. The last eligible event date is December 31, 2023.**

**Eligible Uses of Funds**

Non-profit organizations and businesses may use funds to administer free events that take place between February 1, 2023 and December 31, 2023. To be eligible for reimbursement, grant funds must be used for:

- Marketing and Promotions
- Performer/Production Stage Personnel/Presenter Fees

- Event Equipment Rentals (Tents, chairs, sound systems, tables, etc.)
- Event Venue Staffing/Facility Costs
- Event Security
- Entertainment Rentals (Including: Photobooths, bouncy houses, VR Pods or Slides, Karaoke Machines, etc. Mechanical bull rentals are ineligible for support.)
- Porta-Toilets

Further details are included in the Application and Guidelines at <https://engagekingston.com/arpa-community-events-grant-program>

- C) NEW! Arts and Culture Internship Grant:** The City of Kingston has allocated **\$50,000** to fund a local Arts & Culture Internship Grant Program. **Eight grant awards of up to \$6,000 each** will enable Kingston-based arts and culture-related institutions to hire local high school or college students to intern at their business or organization. Up to \$1,000 of the award may be used to purchase equipment or other supplies needed to support the intern’s work. The program will support both nonprofit and for-profit arts and culture organizations such as advertising, architecture, arts and crafts, fine arts, design, fashion, film/video, photography, music, performing arts, publishing, computer games, and TV/radio, more. Eligible institutions may apply for cash assistance to hire high students or recent graduates to intern at their business or organization for one semester: Summer 2023, Fall 2023, Spring 2024, or Summer 2024. Interns shall be a high school, undergraduate, or graduate student or individual who graduated from high school, college, or graduate school in 2023 or 2024. Interns shall be hired on the entity’s payroll for approximately **12 weeks** (one semester) at **\$20 per hour**, shall **not work more than eight hours per day, and shall not be eligible for overtime compensation. This is a reimbursement program**; award payments will be made following execution of a City/Grantee contract and the City’s receipt, review, and acceptance of expense documentation. Expenses must be incurred between June 1, 2023 and September 1, 2024. **Submission Deadline: April 14, 2023.**

Applicant Eligibility: Nonprofit and for-profit organizations based within the City of Kingston. Preference will be given to MBE (minority-owned), WBE (women-owned), and VBE (veteran-owned) businesses and nonprofits.

Eligible Uses of Funds: Grant awards will be up to \$6,000. Up to \$1,000 may be used for supporting expenses, defined as the items below (excluding Payroll) that support the intern or internship position (Administration, Technology, Office supplies, Project supplies, Furniture). Five thousand dollars (\$5,000) shall be used to pay the intern’s salary. If the applicant does not request supporting expenses, \$6,000 may be used to pay the intern salary. **The intern must be on the business’s payroll; they may not be paid as a contractor.** Grants funds may be used for:

- Payroll (intern)
- Technology needed for the intern (e.g. computer, phone, installation, etc.)
- Office supplies needed for the intern
- Project supplies (if needed specifically for a new project carried out by the intern)
- Furniture needed for the intern

Further details are included in the Application and Guidelines at <https://engagekingston.com/arpa-arts-culture-internship-program>

**COMING SOON! ARPA Non-Profit Grant Program and ARPA Individual Artists Grant Program**

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