



WEHO ARTS GRANT PROGRAM

CALL FOR PEER REVIEW PANELISTS

City of West Hollywood Arts Grants Program

Application deadline – Wednesday, April 3, 2024 at 3 p.m.

The City of West Hollywood’s Arts Division seeks individuals who are experienced in the arts, through administration, education, patron, or practice, or have a record of participating in, and/or presenting arts activities, to review and score grant applications based on a grant program’s published criteria.

Eligibility

Applicants must reside in Los Angeles County, be able to report scores and comments digitally and be able to participate in an **in-person** review meeting on Thursday, August 17, 2024 OR Thursday, August 21, 2024, between 10am-4pm at the West Hollywood Aquatic and Recreation Center. The City of West Hollywood welcomes panel diversity in all forms: age, race, gender, abilities, sexual orientation, and artistic discipline. Applicants must complete the online Arts Grant Peer Review Panel application at <https://www.weho.org/community/arts-and-culture/artist-opportunities> by **Wednesday, April 3, 2024 at 3 p.m.**

What's Involved?

Applying to become a panelist for the WeHo Arts Grant Program does not necessarily mean you’ll be selected to serve on a panel. Panelists who are approved by the Arts and Cultural Affairs Commission will remain a part of the Peer Review Panelist Pool for three (3) years. At the end of the three-year period, panelists will be notified when they are being removed from the pool so they can reapply if they desire.

Seven panelists will be invited to participate in the 2024 Arts Grant Panel. They will be required to:

- Become familiar with the guidelines for the grant program to provide you with a greater understanding of the purpose and goals of various grants.
- Thoroughly read all applications, view all attachments, supporting materials, and websites and social media pages.
- Assign a preliminary score and provide comments using the review criteria on the score sheet provided.

Panelists will receive approximately 30-40 applications and will review them using specific criteria provided by the City. Panelists can expect to spend approximately 20 minutes on each application.

Please note: Applicants planning to apply for one of the four grant opportunities (Arts Project, Community Arts, TGI+, and WeHo Artist) are not eligible to serve on the panel.

Compensation: Panelists will receive an honorarium of \$350.

Selection Process and Timeline

March 4, 2024	Peer Review Panelists application available to the public
April 3, 2024	Peer Review Panelists application deadline
April 2024	Arts and Cultural Affairs Commission review and approval of Peer Review Panelist Pool
May 1, 2024	Peer Review Panelists notified of selection to serve on 2025 Arts Grant Panel
April – July	Arts Grant applications available to public
July 8, 2024	Arts Grant applications sent to selected Arts Grant Peer Review Panelists
August 8, 2024	Deadline for Arts Grant Peer Review Panelists to submit scores to Arts Staff
August 17, 2024	Arts Grant Panel in-person meeting 10am-4pm at Aquatic & Recreation Center 10am-4pm
August 21, 2024	WeHo Artist Grant Panel in-person meeting 10am-4pm at Aquatic & Recreation Center 10am-4pm

Staff will present the panel scores to the Performing Arts and Cultural Affairs Subcommittee of the Arts and Cultural Affairs Commission. The Subcommittee will make recommendations for grant funding based on the scores provided by the peer review panels.

Additional information - Please contact Grants Coordinator Eva Angeloff at eangeloff@weho.org or phone 323-848-6354.