



Burnt Oranges Inc.
8187 Sully Drive
Orlando, FL 32818

ART GRANT REVIEW PROCEDURES

REVIEW CRITERIA

Interactivity (0 – 35 points) How interactive is the project? In what ways does it invite the public to touch it, move it, smell it, or see it? How much does it depend on such public involvement for the artistic vision to be realized?

Originality (0 – 15 points) How original is the idea, medium, design, etc.?

Financial Need (0 – 15 points) How much is the artist/performer depending on this grant? Are there any other funding options available? Is the artist/performer making a good faith effort to obtain every available funding option?

Safety/Responsibility (0-15 points) Does the project pose an undue safety risk to the public? If so, are there measures proscribed for reducing any risk to reasonable levels? Is the project socially responsible? Will it help create a positive social image for interactive art and Burnt Oranges?

Community Support/ Involvement (0 – 20 points) Is there community support or involvement from the interactive art community with the project? Have they included reference letters or testimonials from the interactive art community? Is this a project the interactive art community wants to fund?

ART GRANT COMMITTEE INITIAL REVIEW

Members of the Art Grant Committee must review each Art Grant Application based on the Review Criteria set forth above. Completed Review Sheets are due to the Committee Chairperson no later than thirty (30) days from the date of receipt.

ART GRANT COMMITTEE FINAL REVIEW

The Committee Chairperson will create a “Short List” based on the highest combined scores on the Review Sheets. The number of applications listed on the Short List will equal the number of grants available plus two (2).

The Chairperson will distribute the Short List to the Committee and schedule the final review of the Short List applications. The Final Review should take place no more than two (2) weeks from the date of this distribution.

At the Final Review, the Committee will debate the merits of the applications. After all members present have expressed their opinions and there is a consensus that adequate debate has occurred, the members present will each rank the applications from best to worst. The application(s) with the best score(s) will be awarded the grant(s).

APPEAL

Applicants may appeal adverse grant decisions if they can demonstrate any of the following:

- The review of the application was based on criteria other than those appearing in Burnt Oranges' guidelines.
- The final decision was unduly influenced by a Committee member with undisclosed conflicts of interest.
- Required application information submitted by the appropriate deadline was withheld from the Committee.

Applicants must initiate a formal appeal within 30 calendar days of the date of the award-notification letter of the Committee's decision. Upon receipt of this award-notification letter, applicants should first consult with the appropriate BOI staff to review the considerations that went into the Committee's decision. If, after such consultation, applicants wish to pursue an appeal, they must do so in writing to the President of BOI. If applicants are unable to consult with appropriate BOI staff within the time limitation, the applicants must still submit a written appeal postmarked within the 30-day time period.

In the President's response to a formal appeal, a deadline date for submission of all material supporting the appeal will be established. No such deadline date will be set earlier than seven days or later than 21 days from the date of the President's letter. Failure by applicants to meet any deadline date in the appeals process will result in the loss of the right to appeal.

An ad hoc committee of members of the Art Grants Committee will review all appeals. Should the committee recommend a change in applicants' funding, the Board of Directors at its next regular or special meeting shall act upon the committee's recommendations. The ruling of the Board shall be the last administrative remedy and there shall be no further right of appeal.