GRANT REVIEW PANELS
LOCATION NOTICE

2019-20 California Arts Council grant review panels are being held at:

I/O Labs
1007 7th Street
Sacramento, CA 95814

Public observers should email Yaquelin Ruiz at yaquelin.ruiz@arts.ca.gov prior to attending a panel to receive location access and check-in instructions.

Observers are required to review and comply with the Panel Observation Policy provided by California Arts Council staff (see page 2).

NOTE: In response to the COVID-19 public health emergency in California, all grant review panels for the 2019-20 fiscal year will be conducted virtually through an online platform until further notice. This is in consideration of the best path to ensure that all panelists can participate and in order to ensure the health and safety of all of our panelists and staff.
Panel Observation Policy

California Arts Council (CAC) grant review panels and advisory panel meetings are open to the public. During grant panels, a public copy of the applications being reviewed is provided for observers during discussion.

1. For the integrity of the deliberations, during the panel meeting, observers will refrain from conversations, comments or any other disruptive behavior. Observers who are disruptive to the panel process during the meeting or breaks will be asked to leave.

2. Observers must not discuss or comment on any applications or the panel process with individual panel members or with the panel as a whole before or during the panel meeting or breaks, except as provided in Section 4.

3. No additional information will be permitted to be presented for consideration by the panel that was not included in the original application or sent to the CAC at the request of the program staff or the panel, except as provided in Section 4.

4. If, in an extraordinary circumstance, an observer hears an error of fact stated by program staff or a panelist, and believes correction is necessary, the observer may speak only to the program staff facilitating the panel and only during a designated break period. The representative must identify themselves and their affiliation with the applicant organization. The staff facilitator will then decide if presenting the additional information is of a great enough consequence to the evaluation process that it should be submitted to the panel. The decision will be made in consultation with appropriate CAC staff.

5. Any food or drink provided at the panel meeting is only for panelists and staff facilitating the meeting.