



City of Annapolis
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Community Grant Application
Deadline: January 22, 2016

Organization name Maryland Hall for the Creative Arts
 Contact Linnell Bowen Title President
 Address 801 Chase Street Annapolis, MD 21401
 Phone 410-263-5544 ext. 14 Fax _____ Email lbowen@mdhallarts.org
 Federal ID # 52-1164469
 Incorporation Date April 18, 1979 501(c)(3) Registration date April 1980
 Project title Exterior Door Replacement
 Project location 801 Chase Street Annapolis Md 21401

Amount requested	\$	<u>25,000.00</u>
Other funds	\$	<u>225,000.00</u>
Total project amount	\$	<u>250,000.00</u>

Certification

"I certify that I have reviewed this application and that to the best of my knowledge and belief, all the information provided in this application is true."

Linnell Bowen 1/22/2016
 Signature of Chief Executive Officer Date

Print name Linnell R. Bowen Title President
 Address 801 Chase Street Annapolis Md 21401
 Phone 410-263-5544-14 Fax _____ Email lbowen@marylandhall.org

EXECUTIVE SUMMARY

Provide a brief summary of your project. Please be sure to include the following items: purpose of the project, number of people to be served, and how the city grant funds will be used.

The Exterior Door Replacement Project provides for the design and fabrication of seven exterior doors to conform to the requirements of the Maryland Historical Trust. As part of this project, two of the entrance areas would have new ADA ramps installed and the remaining five entrance areas would be redesigned for improved access. Improved access for all doors would include new hardware, electronic openers and additional railings as appropriate for each entrance. Replacement of these doors will ensure integrity, improve safety and add to the overall appearance and beauty of the city's and region's premier arts center for many years to come.

The city grant is part of a match for a Maryland Heritage Area Authority (MHAA) grant to make this project happen: fund materials as well as construction and restoration fees and labor.

Over 4,500 Maryland Hall art students of all ages as well as 100,000 residents and tourists use the services of Maryland Hall annually. Each of the entrances provide access to the four main parking lots with one of them providing critical ADA access. With repairs made for cracked glass, peeling paint, and leaks, these restored windows add to the overall renovation and restoration of Maryland Hall, particularly the current \$18 million capital improvement investment to modernize and expand the building to improve our programmatic offering.

PERFORMANCE HISTORY

If you received Community Grant funds last year, please evaluate progress you have made in implementing those projects. Please discuss any factors that may have hindered your progress.

Our current Community grant is funding the restoration of the four metal stairwell windows; this project will be complete by March 2016.

RATIONALE (20 Points)

Describe the issue or problem to be addressed including the size and/or severity of the problem. Provide the demographic data and geographic information used to determine the extent of the problem.

The Exterior Door Replacement Project provides for the removal, fabrication and installation of the seven doorways of Maryland Hall. These important entrance areas serve as main entry and exit points for the building and access to all three levels. The existing doors are replacement from an undermined time and must be replaced with doors that meet the Secretary of the Interior Standards for a historic building. Additionally, improving the areas for accessibility, through ramps, handles and railings will ensure integrity, improve safety and add to the overall appearance and beauty of the city's and region's premier arts center for many years to come.

All 4,500 students, 100,000 patrons and our valued Resident Companies - the Annapolis Symphony Orchestra, the Annapolis Opera, The Ballet Theatre of Maryland and the Annapolis Chorale - as well as Peabody Preparatory of Johns Hopkins University and Chesapeake Youth Symphony Orchestra all depend on Maryland Hall to provide a safe environment and a fully-functional facility for our shared patrons.

PROJECT DESCRIPTION (30 Points)

Please give a detailed description of the program or project you are proposing. Please include the group of persons you plan to serve and the number of expected participants, the activities or services you will provide and location.

Working with our architect to design for each door and then submitted to the Maryland Historical Trust for approval. Upon approval, the seven doors will be fabricated and installed with appropriate hardware/ openers. Additionally the adjacent areas areas will be renovated for improved safe access.

The removal, fabrication and re-installation of these doors would be in accordance with the Maryland Historical Trust's approval and Secretary of the Interior's (SOI) guidelines.

Most of Maryland Hall's anticipated 100,000+ visitors - students, patrons, artists, performers, exhibit attendees - this year will benefit from the improved appearance, integrity and safety of the seven exterior doors. Since we plan to have over 20,000 school children from all over the State of Maryland enter and exit our building in the upcoming school year, it is important to have this project completed

Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program

The Maryland Historic Trust holds interior and exterior easements on the building and provides approval for the project. The project also follows SOI standards. Our architect firm has considerable experience with historic renovation projects, and with our contractors Whiting-Turner Contracting Company, have successfully executed the restoration of the eight majestic original theatre windows in 2013 as part of the newly- renovated theatre. We are confident in their abilities to partner with us for this project.

We are applying to the MHAA (Maryland Heritage Area Authority) to secure a grant for \$90,000, that the City of Annapolis Community grant as well as funds from Anne Arundel County will provide the remaining dollars to completely fund the project. Maryland Hall is proud to be an important asset for the Four Rivers Heritage Area (Annapolis, London Town, and South County Certified Heritage Area), the City of Annapolis Arts and Entertainment District and a revitalization District, and a Tax Investment Zone.

Explain how this proposal relates to the organization's mission, goals and/or strategic plan, and other activities planned for this year.

Maryland Hall's mission is "Art for All" - making the arts affordable, accessible, and available to our entire community. For 36 years, we have proudly been connecting our citizens to creative outlets and expressions...enriching, entertaining, and educating all who enter our treasured building. Maryland Hall supports extensive outreach/scholarship programs for minority individuals and groups and actively creates programs to engage diverse audiences and visitors. Maryland Hall ensures people with disabilities can participate in the arts by providing handicap accessible, designated parking spaces; a ramped access into the building via one of the stairwell entries to a passenger elevator; and life safety devices.

Our strategic plan for 2013 - 2020, updated by the Board of Directors, includes the improvement of our building to meet future programmatic needs. In January 2013, the Board approved an extensive capital project to expand and modernize the building. The Exterior Door Replacement is part of this overall investment. Maryland Hall's ongoing improvements provide an arts center that is safe, attractive, and relevant and improves the quality of life in Annapolis economically, socially and culturally - adding to city vibrancy.

Of the over 100,000 annual visitors expected to Maryland Hall for performances, art exhibits and classes in the year to come, most will enter and exit the building through the stairwells. This project contributes to a better visitor experience and will no longer pose a potential safety risk to our visitors. With the \$2 million+ theatre renovation completed last fall, we were able to add to the beautiful visual asset that Maryland Hall is for our neighborhood and city.

We are proud to share an integrated arts campus as a partner with the Anne Arundel County Board of Education in the Performing and Visual Arts Magnet School at Wiley H. Bates Middle School and to serve as the cultural hub for the state capital.

TIMELINE (10 Points)

Provide a timeline for implementation and all program/project activities for the project.

Date	Activity
July 2016	Design and MHT approval submission
October 2016	Bidding Process and Contract Award
January 2017	Project Begins
June 2017	Project Complete

Please indicate how you have determined that the timeline is achievable.

Based on our initial research and continued success in securing MHT approvals we feel confident this project can move quickly. We have several images of the original doors and this provides a sound basis for working with MHT to have a safe, accessible entrance that preserves the integrity of this historical building.

Describe the organization's ability to implement the request.

This project will have the same facilitation team as the successful renovation of the eight theatre windows and four stairwell windows restoration in 2013/2016. Leslie Edinberg, the Vice President for Finance and Operations, has coordinated capital projects at Maryland Hall for over 12 years. She has worked with architects, general contractors, site supervisors, Board of Education project managers and their bidding processes for capital projects, and has facilitated several million dollars in funding through government entities. Maryland Hall has also hired a Certified Project Management Professional, Kenton Drury, from the E&G Group. Mr. Drury has over 30 years of project management experience, including historic renovation, new construction and rehabilitation projects in both commercial and multi-family buildings.

EVALUATION (20 Points)

Clearly state the specific, goals, objectives, and measurable outcomes of the project/program.

Goals	Objectives	Measurable Outcomes
To complete another important and necessary step in the overall restoration of Maryland Hall to better serve the community in the years to come.	Objective #1 - Replace the seven exterior doors and improve on accessibility and safety at each entrance way. Objective #2 - Improve the overall appearance of the exterior and interior of Maryland Hall.	1. Appearance of work reflects quality workmanship and historic integrity. 2. Doors/entrances provide safe access to the building . 3. Meet construction deadlines and cost schedule.

Describe the impact (long-term effects) you expect will be produced by program/project outcomes.

This project is an important step in the overall renovation, expansion and modernization of Maryland Hall over the next five years. Since first and last impressions are the lasting ones, these windows set the tone and take-away for any engagement at Maryland Hall regardless of all the amazing work that has been done and will be done, and the many changes that will take place.

Two years ago our patrons experienced the transformation of the old high school auditorium into a beautiful, modernized concert hall. That created excitement from our constituency, giving us tremendous momentum for raising money for the next phases of the project and for selling more performance tickets. Action speaks louder than words! As we complete the replacement of the exterior doors windows and anticipate that this "action" will also have a positive impact...Maryland Hall really is changing! A modernized and expanded Maryland Hall will further engage our many visitors and bring more of them to the arts for more classes, performances, and exhibits. And it will provide more contributions to our on-going capital projects and the annual fund, expand our membership roster and garner continued positive community support.

Of course, as Maryland Hall grows, our whole community grows - culturally, socially and economically. We help ensure that Annapolis continues to be a great place to live, work, play and raise a family.

BUDGET DOCUMENTS (20 Points)

Include a detailed program budget that includes expenses, city funds requested and pending sources of support. Please use the attached Program/Project Budget Format.

Outline the organizations plans for securing funding from sources other than those provided by the City of Annapolis and indicate how City of Annapolis' funds will be used to leverage a request for, or use of, other grant funds.

Applications for funding for this project have been submitted to the MHAA (Maryland Heritage Area Authority) and Anne Arundel County. Based on our past success with these entities we feel confident complete funding will be secured.

PROJECT BUDGET

Please complete the following budget chart for this project, including all budget items, the total budget for each item, and the funds that are being requested for each line item.

Budget item	City funds requested	Other funds	Source of Other funds (Federal, State, Private)	Is "Other funding" committed or requested?	Total project cost
Salaries/Benefits (list each position)					
	\$	\$			\$
Contract Services					
Rent/Leasing Costs					
Utilities/Telephone (please specify)					
Equipment					
Insurance					
Office Supplies					
Printing/Postage					
Audit/Accounting					
Other (please describe)					
Architectural Services	5,000.00			Requested	5,000.00
General Requirements	20,000.00	15,000.00	MHAA, AA County	Requested	35,000.00
GC and Builder Risk Ins.		2,000.00	MHAA, AA County	Requested	2,000.00
General Conditions		40,000.00	MHAA, AA County	Requested	40,000.00
Doors/Hardware		150,500.00	MHAA, AA County	Requested	150,500.00
Masonry		12,000.00	MHAA, AA County	Requested	12,000.00
GC Fee		5,500.00	MHAA, AA County	Requested	5,500.00
Total Budget	\$ 25,000.00	\$ 225,000.00			\$ 250,000.00