



Municipal Survey of Cultural Facilities and Programs

SURVEY SECTIONS

This survey is composed of four primary sections:

- Cultural Programming
- Cultural Facilities
- Community Cultural Nonprofits
- Cultural Creatives, Artists, For-Profit Cultural Businesses and Enterprises

Asterisk () indicates a question requiring a response*

PLEASE COMPLETE BY MONDAY, JULY 6

The City of Wilsonville is undertaking a community cultural planning effort and we seek to learn from neighboring communities in the Portland metro region and those throughout the state.

We are specifically interested in how municipalities are funding, organizing, and operating arts, cultural (libraries, humanities, history, events, etc.), and heritage programs and facilities.

The City has retained community development consultant Bill Flood to assist us in this process. A summary of the results from the survey will be made available publicly, and a copy provided to survey respondents.

If you would rather not complete the survey, but provide information via phone or Zoom with Bill, you can reach him at bill@billflood.org or cell 503-710-5143.

For more information, see the City of Wilsonville webpage on the [Arts, Culture and Heritage Strategy](#).

*1. Contact information for person completing the survey

Full Name

City / Agency / Organization

Address

Address 2

City

State

ZIP

URL/Website

Email Address _____

Phone Number _____

Municipal Survey of Cultural Facilities and Programs

CULTURAL PROGRAMMING SURVEY

Please provide information on your cultural programming.

2. Please provide URL/weblinks to your arts, cultural, heritage programs.

URL/web address

URL/web address

URL/web address

URL/web address

URL/web address

***3. Which City Department(s) oversee arts, cultural and heritage programs?**

- Administration/City Manager's Office
- Library
- Parks and Recreation

Other (please specify)

***4. What are the primary program areas? Please list the focus of each:**

Education/classes

Galleries, exhibits

Presenting lectures, demonstrations

Presenting performances

Providing technical assistance with artists, organizations or others — please describe

Public art

Sponsoring events — please describe

***5. Who are primary audiences for these programs?**

- All of the audiences listed below
- Age based – Seniors
- Age based – Youth
- Artists
- Families in general
- Families with young children
- General Public
- Under-served groups:

Please specify which under-served groups are audience:

6. If you marked Other in proceeding question, please describe.

7. Does a citizen advisory body oversee the programs?

If Yes, please list the name of the advisory body:

Please provide a URL/web-link to the advisory body webpage:

8. Who appoints the members of the advisory body?

- City Manager
- Mayor alone
- Mayor with Council concurrence
- Other (please specify)

9. What is the purpose/function of the advisory body?

Please describe the purpose/function of the advisory body

Please provide a URL/web-link to information if available

***10. How is cultural programming staffing organized and supported?**

11. What is the approximate number of FTE?

***12. What is the approximate annual operating budget for each primary program?**

13. What are the primary funding sources for programs? Please identify sources and approximate percentage (%) of each source within total program budget.

City general fund revenues

Local community foundation

Local donors

Program fees paid by users

State, regional, national agencies and foundations

Transient lodging tax revenues

Other — please specify below:

14. If you marked Other in proceeding question, please describe.

Municipal Survey of Cultural Facilities and Programs

CULTURAL FACILITIES SURVEY

Please describe each of your arts, cultural and heritage facilities.

15. Facility #1

Name of facility

Description (purpose, scope)

Kinds of programs, services provided at facility

Approx. square footage

Seating capacity (if appropriate)

Who owns the facility?

Who operates the facility?

How is staffing organized and supported?

Are staff City employees or contracted?

16. Facility #2

Name of facility

Description (purpose, scope)

Kinds of programs, services provided at facility

Approx. square footage

Seating capacity (if appropriate)

Who owns the facility?

Who operates the facility?

How is staffing organized and supported?

Are staff City employees or contracted?

17. Facility #3

Name of facility

Description (purpose, scope)

Kinds of programs, services provided at facility

Approx. square footage

Seating capacity (if appropriate)

Who owns the facility?

Municipal Survey of Cultural Facilities and Programs

COMMUNITY CULTURAL NON-PROFITS SURVEY

Please provide information on the community's primary nonprofit organizations supporting cultural activities, programming and events.

21. Do you have programs, key partnerships, or other ways to support nonprofit cultural organizations in your community? *Please check all that apply:*

- Annual general operating grants – competitive applications process
- Annual general operating grants – noncompetitive award
- Annual specific event/project grants – competitive applications process
- Annual specific event/project grants – noncompetitive award
- Provide display space
- Provide meeting space
- Provide performance space
- Provide technical assistance - Board development
- Provide technical assistance - Fund development
- Provide technical assistance - Research and resource assistance
- Provide technical assistance - COVID-19 support

Other (please specify)

22. What are the primary challenges facing the cultural nonprofits in your community? *Please rank in order all that apply.*

Board development and burn-out N/A

Lack of adequate space/facilities N/A

Lack of adequate staff/volunteers N/A

Limited funding N/A

COVID-19 pandemic impact N/A

Equitably serving all segments of community N/A

Other N/A

23. If you marked Other in proceeding question, please describe.

Municipal Survey of Cultural Facilities and Programs

CULTURAL CREATIVES, ARTISTS, FOR-PROFIT CULTURAL BUSINESSES AND ENTERPRISES SURVEY

Please provide information on individuals and businesses in the community supportive of arts, cultural and heritage activities, programming and events.

24. Do you have programs or other ways to support individual artists, creatives, businesses and others in the for-profit cultural sectors?

- Provide project grants or other financial assistance
- Provide meeting space
- Provide display space
- Provide technical assistance by our staff
- Provide technical assistance with contracted consultants
- Provide technical assistance business trainings, forums
- Other (please specify)

25. If you provide grants or other financial assistance, please describe:

SURVEY CONCLUSION - LAST THOUGHTS

26. What advice do you have for the City of Wilsonville as we develop strategies for ongoing support of local culture?

Submit Completed Survey