FY2020 ArtsWave Emergency Response Grants for Arts & Culture Organizations Program Guidelines

arts wave

Funding Arts. Fueling Community.

Emergency Response Grants for Arts & Culture Organization Guidelines

Purpose

Greater Cincinnati's arts and cultural organizations were among the first to be impacted by COVID-19 as mass public gatherings were banned. ArtsWave recognizes the immediate loss of income you are facing and the unprecedented disruption to your creative practices as a result of the cancellation or postponement of arts, cultural and community events.

ArtsWave is working rapidly to respond to and address the needs of the arts and culture sector in our region as best we can.

To the extent that funding is available, **ArtsWave Emergency Response for Arts & Culture Organizations will make fast-tracked grants of up to $20,000 available to small and mid-sized organizations facing extreme threat to their viability and sustainability due to the coronavirus outbreak and resulting cancellation of events.**

Who May Apply

To be eligible for a grant through the FY2020 Emergency Response for Arts & Culture Organizations program, an organization must meet <u>all</u> the following requirements:

- Have a 501(c)3 tax status, be non-profit in nature, or have a non-profit fiscal agent (for-profit businesses are ineligible for grant funding);

- Have a majority (51%+) of the organization's annual expenditures dedicated to arts and cultural activities;

- Have an annual operating budget (across three-year average from FY17, FY18, and FY19) of less than $3.5 million;

- Employ at least 1 FTE paid and/or contract professional and/or administrative staff (full time is defined as an average of 30+ hours per week);

- Have received some form of funding support from ArtsWave (grants program, sponsorship, and/or contracted funding) within the last four of ArtsWave's fiscal years (four-year period = Sept. 1, 2015 – Present);

- Be based in the Cincinnati-Middletown, OH-KY-IN MSA, which includes the following counties: Brown, Butler, Clermont, Hamilton, and Warren Counties in Ohio; Boone, Bracken, Campbell, Gallatin, Grant, Kenton, and Pendleton Counties in Kentucky; and Dearborn, Ohio, and Union Counties in Indiana;

- Share ArtsWave' s commitment to access, equity, and inclusion.

ArtsWave will not award grant support to organizations that, in their constitution, bylaws, or practices, discriminates against a person or group because of age, race, national origin, ethnicity, gender identity, disability, sexual orientation, political affiliation, citizenship, or religious belief. In doing so, we seek to promote respect for all people.

Eligible Requests

ArtsWave is accepting applications from Greater Cincinnati and Northern Kentucky arts and cultural organizations that have been directly impacted by the Coronavirus. Applications should detail unexpected loss of revenue and/or unexpected increases in expenses as a result of this pandemic.

Criteria for support

Funding in this program is limited. Submission of an application does not guarantee funding. Requests will be assessed by ArtsWave based on the immediate severity of threat to the organization's sustainability and threat to its ability to impact our community's economic vibrancy and social connectivity in brighter days, as shown by required financial disclosures and description/estimation of losses/expenses and threat to mission in the application.

Grant Amounts

If your application is approved for Emergency funding, the grant amount will be determined based on the organization's averaged operating budget over the last three fiscal years (FY17, 18 and 19).

Three Year Averaged Budget Size	Grant Amount
Less than $100,000	up to $2,500
$100,000 - $300,000	up to $4,000
$301,000 - $500,000	up to $5,000
$501,000-$1,000,000	up to $7,500
$1,000,001-$2,000,000	up to $10,000
$2,000,001-$3,500,000	up to $20,000

If this level of emergency funding will not meet your anticipated need, you may be eligible to apply for ArtsWave's Working Capital Bridge Loan program as well. Click here to view the guidelines.

Key Dates

	Rolling Application Deadline	Anticipated Funding Decision
Round 1	March 23-March 27, 2020, 5pmEST	By April 1, 2020
Round 2	March 28-April 8, 2020, 5pmEST	By April 15, 2020

Application Instructions

All application materials must be submitted via Submittable, ArtsWave's online grantmaking system. We strongly recommend that you begin your online application before the due date to familiarize yourself with the online grantmaking system and to address any technical concerns. While completing your application, remember these tips:

- Be brief, clear and direct, focusing on what is most important.

- We recommend that you prepare your responses offline in a word processing program and then copy and paste them into the appropriate sections of the online application.

- Limit the use of bullets and other formatting in text fields.

- Add Impact@ArtsWave.org to your safe senders list to ensure that you receive all communications from the online grantmaking system.

- Use one of the following compatible browsers: Chrome® v.22+, Firefox® version v.27+, Internet Explorer® v.8-10 (if enabled), Internet Explorer v.11, Safari® v.7+, or Edge®.

The application for the FY2020 ArtsWave Emergency Response for Organizations Grants Program can be accessed using the following link:

https://artswave.submittable.com/submit/8e588492-5730-480c-91b8-8220e903ddf0/fy2020-emergency-response-for-arts-culture-organizations-grant-application

The application consists of the following sections:

A. Organization Information

- ➢ Organization Contact*
- ➢ Organization Leadership *
- ➢ Grant Contact *
- ➢ Organization Overview *
  - ➢Non-profit status
  - ➢ Brief description of organization (150-word limit)
  - ➢ArtsWave funding history

B. Details of Request

- ➢ What is your estimate of lost income due to cancelled events? (please provide a dollar amount and brief description of activities)* (250-word limit)
- ➢ What are the short and long term implications for your organization and your arts workers and artists?* (250-word limit)
- ➢ How will this funding help sustain your organization and position it for recovery?* (500-word limit)
- ➢ Is there anything else you'd like ArtsWave to know? (250-word limit)

C. Financials

- ➢ FY 19, FY18, FY17 operating budgets and Three-Year Average *
- ➢ Total cash on hand *
- ➢ Other unrestricted liquid assets * (100-word limit)
- ➢ Detail of Board-restricted funds or Endowment *
- ➢ Three-month operating budget form*++

D. Statement of Assurances – An authorizing official will certify that s/he is authorized to submit the application on behalf of the organization and that the information submitted in the application is true and correct to the best of his/her knowledge.*

* required field
++ Please prepare this financial attachment using the provided template on ArtsWave's [website](#).

Grant Requirements

Grant recipients will not be required to submit a progress or final report.

As you work through the myriad adjustments to your business, if you do share content in social media, please remember to use the hashtag #CincyArts and/or tag ArtsWave. This will help us amplify your posts. We will also be aggregating information about virtual arts activities by local organizations at www.artswave.org/corona.

Contact ArtsWave

Additional application questions may be directed to Krista Bondi, Grant Programs Manager, at krista.bondi@artswave.org.