2024 ARPA Community Arts Grant Q & A

Answers to questions posed during the information session held on 11/20/2023.

ELIGIBILITY

1. **Question:** If the organization was established in 2019, but became a nonprofit in 2020 are they still eligible?
   Answer: Yes, but the organization must provide documentation that it was established prior to July 2019.

2. **Question:** Is an organization that is a local affiliate of a national non-profit eligible?
   Answer: Yes, if the organization has a physical location in Baltimore City and is registered as a separate non-profit organization (has its own IRS nonprofit determination letter).

3. **Question:** Are organizations with nonprofit designations other than 501(c)(3) eligible?
   Answer: Yes, organizations with 501(c)(3) or other nonprofit IRS designations, which have a physical location in Baltimore City are eligible.

4. **Question:** Are organizations that focused on history and/or culture eligible to receive funding?
   Answer: In order to be eligible, an organization's primary mission and function must be to create, educate, preserve, and/or present arts or culture, and/or provide arts and cultural programming in Baltimore City. This includes cultural arts (I.e., preservation and display of artifacts and exhibits), visual arts (i.e., painting, sculpture, design, photography, printing, mosaic, video, film, mixed media, textiles, etc.), performing arts (i.e., music, theater, dance, spoken word, etc.) and literary arts (i.e., poetry, fiction, non-fiction, etc.) These grant funds are aimed at supporting a diverse portfolio of art-producing organizations in the production of ongoing, sustainable, high-quality artistic experiences and activities that are accessible to all citizens of Baltimore City.

5. **Question:** How are you defining "arts organizations?" Can other organizations (such as community development corporations or other community-based organizations) apply to implement arts initiatives?
   Answer: In order to be eligible, an organization's primary mission and function must be to create, educate, preserve, and/or present arts or culture, and/or provide arts and cultural programming in Baltimore City. This includes cultural arts (I.e., preservation and display of artifacts and exhibits), visual arts (i.e., painting, sculpture, design, photography, printing, mosaic, video, film, mixed media, textiles, etc.), performing arts (i.e., music, theater, dance, spoken word, etc.) and literary arts (i.e., poetry, fiction, non-fiction, etc.) These grant funds are aimed at supporting a diverse portfolio of art-producing organizations in the production of ongoing, sustainable, high-quality artistic experiences and activities that are accessible to all citizens of Baltimore City.

6. **Question:** Are you eligible to apply if you have received other ARPA funding? If so, does it have to be for the same project, or for a different project?
   Answer: Organizations must meet eligibility criteria and show a clear distinction between the currently funded ARPA project and the proposed ARPA funded project. The Code of Federal

Regulations specifically prohibits the duplication of benefits. A duplication of benefits (DOB) is when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance. In addition, organizations that have not received ARPA funds or other pandemic relief funding will be given priority.

7. **Question:** Can an organization that has a summer arts program as part of their work apply for capital funds since a portion of our property will be dedicated for the arts as a performance space and summer arts programming?
   Answer: Only if the organization's primary mission and function is to create, educate, preserve, and/or present arts and/or culture, including arts and cultural programming in Baltimore City as previously stated.

8. **Question:** For the financial document eligibility requirement, does the "annual gross income from charitable contributions" refer to contributions towards operating support only or is it meant to be inclusive of capital contributions as well?
   Answer: The determination of which financial documentation is required for submission should be based on the organization's entire annual gross income from all charitable contributions.

FISCAL SPONSORSHIP

9. **Question:** I work with an organization that is an LLC and fiscally sponsored by a 501c3. Are they eligible to apply?
   Answer: Yes, the organization is eligible to apply. Please note, for an applicant who uses a fiscal sponsor, the nonprofit fiscal sponsor would be the grantee and would be responsible for ensuring that grant funding is not being used for the benefit of for-profit activities.

10. **Question:** If we are using a fiscal sponsor, are you looking for the financial documentation of the fiscal sponsor?
    Answer: Please submit the financial documents from the Fiscal Sponsor. However, the applicant must also submit the current operating budget for the organization applying for the grant.

FUNDING / BUDGET GUIDELINES

11. **Question:** Can operating support include staff?
    Answer: Yes, but only the staff that are spending time executing the project. A percentage of time must be calculated if the staff is not spending 100% of their time on the ARPA-funded project. Any funds spent on staff that are determined to not be supporting the ARPA-funded project may be subject to recoupment.

12. **Question:** Can an organization apply for both Capital and Operating Support?
    Answer: No. You may only apply for one grant type.

13. **Question:** Is the ratio given for total amount or per year? E.g.: is it $500,000 per year or total?
    Answer: Please carefully review the following answer below.

A. The established minimum grant award ($10,000) and maximum grant award ($500,000) **applies to the total funding requested**.

B. For <u>Project/General Operating Requests</u>, the established Award Parameters (on pages 5-6 of the RFP) **can be applied for each budget year**. For example, if your organization has a current annual operating budget of $150,000, you may apply for up to $50,000 (1/3 of your annual operating budget) for each of the two grant years (totaling a $100,000 request if you are submitting a 2-year grant application). It is important to note that requested grant amounts could be reduced based on the project scope that is shared as a part of the application. The requested grant amount is not guaranteed.

GENERAL APPLICATION QUESTIONS

14. **Question:** Is the grant amount for one or two years?
    Answer: The grant award will be based on the project scope and could be granted over a two-year period, if the scope of work requires a two-year period to implement"?

15. **Question:** Does the requirement for physical space mean the organization must lease/own their own space or are they able to partner with a school to house their programming?
    Answer: If the organization does not have a physical location, they must be able to provide proof of business registration in Baltimore City. Documentation demonstrating the organization provides services in Baltimore City can be submitted for consideration.

16. **Question:** Will there be the same grant number and total amount awarded for capital and operating/program requests?
    Answer: A particular amount or percentage of funds has not been determined for each operating or capital project type. Grant awards will be based on the quality of the projects and completeness of the information provided. It is important to note that grant awards could be reduced based on the project scope. The requested amount is not guaranteed.

17. **Question:** For shovel ready capital projects, is there an estimated date for distribution of funding after Feb 2024 announcement?
    Answer: Disbursements are contingent upon the successful execution of a grant agreement which will also include a disbursement schedule. Grant agreements will be issued in Spring of 2024.

APPLICATION AND REPORTING PROCESS

18. **Question:** Are you providing technical assistance to small organizations who may have limited staff or people with the knowledge to complete the grant application and because of their limitations they may be excluded?
    Answer: You may direct all questions to grantquestions@uwcm.org, including questions about navigating the CommunityForce portal. Applications will not be evaluated on the eloquence of the responses but on the quality of the project proposed and the completeness of the information provided.

19. **Question:** If funds are granted, can you give a sense of reporting requirements?

Answer: There will be required financial and performance reporting. Additional details will be shared in an on-boarding session for grant awardees.