



# North Country Arts Recovery Fund *Application Guidelines*



## **Purpose**

North Country Arts Recovery Fund grants support eligible organizations and jobs in the arts sector that have been impacted by the Coronavirus pandemic. This grant funding is provided through the National Endowment for the Arts American Rescue Plan (NEA ARP) Subgranting for Local Arts Agencies program and is administered by the St. Lawrence County Arts Council, [SLC Arts](#).

## **Application Deadline**

- Tuesday, May 31, 2022

## **Period of Performance**

- July 01, 2022 - December 31, 2022. Funding covers costs incurred during this time period.

## **Area of Service**

- Jefferson, Lewis, St. Lawrence & Franklin Counties, and the St. Regis Mohawk Reservation

## **Eligibility**

- 501(C)3 Nonprofits
- Units of state or local government
- Nonprofit institutions of higher education
- Federally recognized Native American tribal governments
- Individual Artists
- No fiscal sponsorships
- Organizations must provide a Unique entity Identification (UEI) through [SAM.gov](#)
- Applicants must self-certify that they are not disbarred, suspended, or have any other exclusions or disqualifications from doing business with the federal government
- Applicants must agree to terms and conditions in [Appendix C](#)
- Applicants may only apply for one NCARF grant

## **Funding Levels**

- Organizations: \$5,000 / \$10,000
- Individual Artists: \$2,500 / \$5,000

## **Awards**

- Total amount to subgrant: \$100,000
- No matching funds required.
- All/nothing/partial awards - Based on applications received and panel's recommendations.
- Because this opportunity is provided through one-time relief funding, the appeals process does not apply.

## **Allowable Costs - Organizations**

- Salary support, full or partial, for one or more staff positions.
- Fees/stipends for artists and/or contractual personnel to support the services they provide for specific activities in support of the subgrantee organization's day to day operations.
- Facilities costs such as rent and utilities. (Note: Capital improvements not allowed.)
- Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.).
- Marketing and promotion costs.

## **Unallowable Costs - Organizations**

- "Artist relief" programs where the funding is intended to alleviate financial hardship (ie: rent or food assistance to individuals) and does not require the artist to undertake work.
- Alcoholic beverages.
- Commercial (for-profit) enterprises or activities, including concessions, food, clothing, artwork, or other items for resale. This includes online or virtual sales/shops.
- Construction, purchase, or renovation of facilities.
- General fundraising.
- General miscellaneous or contingency costs.
- Land purchase costs.
- Lobbying, including activities intended to influence the outcome of elections or influence government officials regarding pending legislation, either directly or through specific lobbying appeals to the public.
- Mortgage interest, fines and penalties, bad debt costs, or deficit reduction.
- Rental costs for home office workspace owned by individuals or entities affiliated with the applicant organization.
- Social activities such as receptions, parties, or galas.
- Subawards to replace lost revenue.
- Travel costs.
- Vehicle purchases.
- Visa costs paid to the U.S. government.
- Voter registration drives and related activities.
- Costs supported by any other federal funding. This includes federal funding received either directly from a federal agency or indirectly from a pass-through organization such as a state arts agency, regional arts organization, or a grant made to another entity. (This includes the NYSCA State Community Re-grants Program.)
- Expenditures related to compensation to foreign nationals when those expenditures are not in compliance with regulations issued by the U.S. Treasury Department Office of Foreign Assets
- All other costs that are unallowable per 2 CFR 200 and other laws
- Any all indirect costs

## **Allowable Costs - Individual Artists**

- Artist fees/stipends to support services provided for specific programs and activities consistent with the mission of SLC Arts. Includes presentations, training, research and/or creation of artwork, with tangible outcomes required. (Maximum hourly pay rate: \$50/hour.)

## Unallowable Costs - Individual Artists

- Support for a one-time award to honor or recognize an individual's achievement.
- Fellowships or other honorifics based on the quality of past work.
- Support for rent or food assistance, or any type of "artist relief" program where the funding is to alleviate financial hardship and does not require the artist to undertake and complete work.
- Support exclusively for the business expense of individual artist (e.g., general operating support for individuals).
- Costs for work completed for college credit
- Costs supported by any other federal funding. This includes federal funding received either directly from a federal agency or indirectly from a pass-through organization such as a state arts agency, regional arts organization, or a grant made to another entity. (This includes funding through the NYSCA State Community Re-grants Program.)

## Application Questions / Evaluation Criteria

- **Artistic Merit** is defined as the potential impact on the artistic or cultural development of a community or individual; the potential to broaden access to, expand and diversity audiences for, and strengthen the community through, the arts. Please describe how your organization demonstrates artistic merit. How will this funding support your greater community? (2,000 characters) (30 points)
- **Artistic Excellence** is defined as program quality, mastery of skills or techniques; communication of a unique vision; professional approaches to process and presentation; the contribution of services to develop a vibrant arts and cultural community. Please describe how your organization demonstrates artistic excellence. Why does your organization deserve this funding? (2,000 characters) (30 points)
- **Demonstration of Financial Need.** Please explain why you are requesting funds, illustrating your organization's financial need, noting specifically how and why the COVID pandemic has affected it. (2,000 characters) (30 points)
- **Use of Funds.** Please clearly explain your use of funds. Organizations must use this [budget worksheet](#). (10 points)

## Review Process

- Review is completed by a peer review panel.
- Each panelist scores the evaluation criteria, to determine a total score (up to 100).
- Panelists' scores are averaged together, to yield a total average score for each application.
- Referencing scores and panel directives, SLC Arts program administrators will determine and allocate awards; SLC Arts board of directors ratifies these decisions.
- Award (or rejection) letters will be mailed soon thereafter.

## Supporting Documentation

- Organizations - Proof of non-profit status, board of directors list, 2019, 2020 & 2021 profit & loss statements, 2022 projected budget, Budget Worksheet, work samples.
- Individual Artists - Proof of residency, resume/CV, work samples

## Responsibilities of Recipients

- Sign and adhere to the terms of the contract

- Adhere to all national policy and other legal requirements, statutes, and regulations that govern your award. See [Appendix C](#).
- Submit an IRS Form [W-9](#).
- Use the following attribution language when promoting work funded by this grant, as follows:  
*"[Organization Name] is supported in part by American Rescue Plan funding, through SLC Arts, which receives support for the National Endowment for the Arts, a federal agency."*
- Notify SLC Arts of any changes to your application
- Submit a final report by January 15, 2023.
- Maintain all records, for a period of three years, for auditing purposes

## **Final Report Data to be Collected**

If awarded a grant, please be prepared to provide the following information on your final report:

- Individuals compensated. Number of Individuals who will be paid, in whole or in part, with award funds. This includes artists and others.
- Individuals hired. Of the individuals compensated, how many were hired by your organizations as employees who received a W2 as a result of this award? (Do not include contractors receiving a 1099.)
- Number of adults directly engaged in in-person arts activities (May be 0)
- Number of children/youths directly engaged in in-person arts activities (May be 0)
- Number of unique visitors who accessed programming through online or mobile components; do not include counts of website visitors for unrelated content (May be 0)

**Questions:** Please visit [www.slcartscouncil.org/grants](http://www.slcartscouncil.org/grants) or email [grants@slcartscouncil.org](mailto:grants@slcartscouncil.org).

*Last Updated 04/11/22*