

City of Denton

Art & Cultural Relief Grant Program

Solicitation Release Date: March 27, 2023

Application Deadline: April 21, 2023

Overview

On March 11, 2021, the American Rescue Plan Act was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund also known as the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program. The purpose of SLFRF is to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses. ARPA Final Rule recognizes the impact to households and industries in the travel, tourism, and hospitality as impacted due to closures and cancellations of events.

Denton has a rich tradition of promoting the arts and has a wealth of cultural assets. City Council approved the use of \$550,000 in SLFRF to fund a grant program supporting local artists, musicians, and cultural organizations to help them thrive beyond the pandemic.

Eligible individuals and nonprofit organizations must be able to demonstrate an economic loss associated with the COVID-19 global pandemic as required by the SLFRF program and must be in the City of Denton. Applicants may apply for up to \$15,000 for individuals and \$25,000 for organizations towards eligible expenses. Recipients will be required to submit quarterly financial reports detailing how the funds were used to sustain and support artist works and performances and performance reports at a 6-month and 12-month period.

Available Funding	Maximum Award Individual	Maximum Award Organization	Performance Duration (Months)
\$550,000	\$15,000	\$25,000	12

Arts, Music and Culture sectors are defined as:

Individuals or organizations with programming that develops or promotes art in any medium (visual, performing, etc.), promotes music or musical performances, or preserves or commemorates historical events and local cultures. Examples include art museums, historical societies, theaters, local-access radio and television, festivals, musicians, and artists.

Grant Eligibility (Who may apply)

All applicants must be a registered member of the Greater Denton Arts Council in good standing. Eligible applicants must meet the following conditions:

Individual Artists:

- Statement of Work as an independent professional artist meeting the following criteria:
 - Professional artist that derives a portion of their income from independent contractor artistic activity as of March 1, 2020.
 - Minimum two (2) years of relevant work experience.
 - Professional portfolio that includes published or publicly displayed works and/or performances.
- 18 years or older
- City of Denton resident
- Provide a 2019 federal income tax return
- Individuals whose primary mission is within the arts, music, and culture sector
- Must demonstrate services are provided to the City's cultural district [Original Denton District](#) or within the City of Denton.

Nonprofit Arts Organizations:

- Internal Revenue Service recognized 501(c)3 or 509(a) tax-exempt nonprofit in good standing
- Provide a 2019 federal income tax return (990)
- Organizations who have been in operations for two years minimum as of March 1, 2020 and actively produce open to the public programs
- Organizations whose primary mission and operations is within the arts, music, and culture sector and the primary presenter / producer of the work and responsible for all aspects of its provision to the community.
 - Articulated within published mission statement
 - Articles of incorporation to ensure that nonprofit was established with the primary purposes listed above.
- Must demonstrate services provided to the City's cultural district [Original Denton District](#) or within the City of Denton.
- Non-Profit organizations must meet ONE of the following location eligibility criteria:
 - An office/headquarters street address physically located in the City of Denton.

- OR Non-Profits organizations who do not have a brick and mortar office/headquarters location, or regularly operate as an at-home Non-Profit must provide demonstrated evidence that the organizations primary location is the City of Denton. A location cannot be a P.O. Box address including a UPS Box.

Ineligible Applicants:

- Entities organized as a 501(c)(4) or 501(c)(6)
- Fraternal, sectarian, and religious organizations
- Endowments or memorials
- Non-profit hospitals and higher education institutions
- Private foundations
- Fiscal sponsors
- Organizations whose primary mission is not within the Arts, Music & Culture sector
- Full time, permanent City of Denton employees are ineligible to receive these funds
- Individuals / Organizations that cannot meet one of the two location-based eligibility criteria (See Eligible Applicants section)
- P.O. Box or UPS Box accounts do not qualify as physical addresses
- Individuals / Organizations whose primary activities serve beyond the City of Denton; Individuals / Organizations primarily serving Statewide or Nationwide populations

Required Documentation

All documentation is required at the time the application is submitted. You may be contacted after you have submitted your application for clarification on documents, but you will not be able to submit outstanding documents after the deadline unless otherwise requested by the City of Denton. All application questions must be answered, and all required documentation must be completed for your application to be considered for eligibility. Acceptable file types: doc, .docx, .pdf, .jpg, .jpeg, .tiff

- 2019 Tax Returns
- Articles of Incorporation or Certificate of Formation for Non-Profits
- Charitable Status Letter for Non-Profits
- Payroll records to document employee status if the applicant proposes to use funds towards payroll support
- Documentation demonstrating and supporting financial need. Supporting documentation can include but is not limited to invoices for mortgage/rent, invoices for equipment / materials, event registration and cancellation notices, payroll, etc.
- Documentation of published or publicly displayed works and/or performances.

Eligible Expenses

In accordance with U.S. Department of the Treasury's guidance, eligible uses of funding for the grant program include:

- Salary and Benefits
- Rent or Mortgage Payments
- Professional Service – Paid services for artists, musicians, performers; training and development fees for programs or classes
- Technology and Software updates/upgrades used to host virtual events
- Equipment and Supplies
- Marketing and Advertising

Grant Reporting Requirements

Grant recipients are required to comply with all grant requirements and maintain all records in accordance with City, State, and Federal Regulations and Guidelines.

Recipients will be required to submit quarterly financial reports detailing how the funds were used to sustain and support artist works. Grant recipients must keep detailed records of receipts for expenditures of grant funds and staff and payroll records. Additionally, performance reports will be required at a 6-month and 12-month period. Data collected through the reports include, but are not limited to:

- How the grant was used and how much was spent in each expenditure category
- Report of financial stability including sustainment of operations and/or creation of new work as a result of funding
- Staff, artists, or contractors supported by funding

Funding Distribution

Funding awards are a one-time, maximum grant of \$15,000 for individuals and \$25,000 for organizations to be used to promote and sustain art and cultural activities. The City will require recipients to report how grant funds were used and the impact to their financial stability.

Funding will be distributed in two payments of 50% of the award. The first payment will be an advance valued at 50% of the total award paid after the acceptance of the grant terms and execution of the grant agreement. The second and final payment will be an advance valued at 50% of the total award paid after the submission of the Quarter 2 financial report and the required six (6) month progress report.

Application Scoring Matrix

Every application will be evaluated against a scoring matrix that includes criteria for need and equity. For the distribution of funds, 100% of the program funding will be allocated to applicants that score the highest according to this matrix. Organizations led by members of historically marginalized communities are especially encouraged to apply.

Economic Impact (20 Points)

- Annual Income (Individual and Organization)
- % of Income from Artistic Activity (Individual)
- Likely impact of not receiving grant

Business Scale (15 Points)

- Years in operation
- Planned Artistic Activity
- Documentation of Event Participation / Commissioned Projects

Diversity, Equity and Inclusion (15 Points)

- Demographics of Board (Race / Ethnicity; Gender / LGTBQIA)
- Demographic of Individual (Race / Ethnicity; Gender / LGTBQIA)
- Population Served
 - Race / Ethnicity
 - Gender / LGTBQIA
 - Veterans
 - Other underserved populations