

AZ CARES RELIEF FOR ARIZONA ARTS & CULTURE ORGANIZATIONS

ABOUT AZ CARES

As part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the National Endowment for the Arts allocated funds for state arts agencies to regrant to arts and culture organizations impacted by the COVID-19 pandemic. The Arizona Commission on the Arts will administer \$428,700 in CARES Act funding via the **AZ CARES** Grant program in support of arts and culture organizations across Arizona.

APPLICATIONS DUE

June 2, 2020, 11:59 pm

GRANTS

Grants of \$5,000-\$7,500 will be awarded.

ELIGIBILITY

Open to Arizona arts and culture organizations that:

- Received an Arizona Commission on the Arts Community Investment Grant (CIG) in Fiscal Year 2019 or Fiscal Year 2020.
- Incurred or will incur expenses related to salaries, artist fees, contract personnel, or facilities costs during a period of time beginning March 1, 2020, and ending September 1, 2020.

ESTIMATED NUMBER OF AWARDS

Based on an estimate of 200 eligible applicants, this program will likely award up to 65 grants. This represents 33% of applications funded, or a 1 in 3 opportunity to receive a grant.

PRIORITIES AND CONTEXT

NEA CARES, the parent funding program, acknowledges the economic hardship caused by the closure of arts and culture organizations due to the spread of COVID-19, and focuses support on key organizational expenses, including salary support, artist and contractor fees, and facilities costs.

Because artists and creatives are the engine that creates much of the value that organizations make accessible to their communities, AZ CARES builds on the foundation provided by the NEA by giving priority to organizations that are centering and upholding commitments to creative workers—artists, makers, tradition bearers, educators, designers, and other content creators—during the COVID-19 pandemic and beyond.

Further, in alignment with the NEA's stated commitment for its program as well as the Arts Commission's public agency mission, racial equity, geographic parity, and other dimensions relevant to access and community benefit will be considered as part of decision-making.

Please note: AZ CARES does not focus on the production or generation of new projects. Many organizations have scaled back programming to preserve capital for a future reopening, while others will remain closed for an indefinite amount of time because their programs and services are under specific constraints due to the current global health crisis. This program does not seek new work, it prioritizes a focus on creative workers within organizations whose missions are advanced by creative work.

TO APPLY

The Arts Commission runs application processes through Submittable, a cloud-based online submissions platform that can be accessed on most computers and mobile devices. To begin, you will need a Submittable user account for your organization. As a previous grantee, your organization already has a profile. If you are not sure how to access your profile, contact the staff listed for this program.

Please also contact the Arts Commission before the application deadline if you require an accessibility accommodation or have other extenuating circumstances affecting your use of the online platform.

Some applicants find it helpful to develop responses using word processing software, then to copy/paste into the Submittable application. When ready, go to <https://azarts.gov/grant/azcares/> and click on "Apply Now." This will take you to the Submittable platform. You do not have to complete the application in one session; Submittable allows you to save a draft of your application and complete or submit it later.

THE APPLICATION

In an effort to keep the application as simple as possible, the AZ CARES Grant consists of 3 narrative questions and some data collection, as outlined below. We acknowledge that these questions and data are based on snapshots in a time when dynamics are rapidly evolving. We ask that you scale your investment of labor based on this information and the probability of receiving support through this program. You will be asked to complete the following sections:

Section 1: Organization Overview

- Organization name and (if applicable) DBA
- Organization mailing address
- State legislative district (find yours at <https://azredistricting.org/districtlocator/>)
- Federal congressional district (find yours at <https://azredistricting.org/districtlocator/>)
- Primary and secondary contact info
- DUNS number
- Organization mission statement
- Is your organization's mission and programming oriented toward or reflective of a cultural community that centers race, heritage, religion, age group, sexual orientation, gender, physical ability, or other social identities? (yes/no)
 - ▶ If yes to race, which racial identity(ies) does your organization's mission and programming serve the most? (select all that apply)
 - ▶ If yes to heritage, religion, age group, sexual orientation, gender, physical ability, or other community, please elaborate.
 - ▶ How many people make up the leadership of your organization (staff and board)?
 - ▶ What would you say is the percent of your organization's leadership that is reflective of your specified cultural community(ies)?
- FY2019 adjusted annual income (annual gross minus in-kind value)
- If your organization was eligible to apply directly for CARES Act relief through the National Endowment for the Arts, did you submit an application?

Section 2: Narrative Questions

1. Provide a brief summary of how the COVID-19 pandemic has affected your organization's operations. You may outline changes to programs, revenue, personnel, facilities, et cetera. Please do not feel you have to describe effects in depth, as this program's very premise acknowledges that organizations are facing widespread and unprecedented challenges. A snapshot is appropriate. (300 words maximum)
2. How is your organization centering and upholding commitments to creative workers, including artists, makers, tradition bearers, educators, designers, or other content creators? Describe how your organization retained or engaged creative workers from the time period beginning March 1, 2020, to June 1, 2020. Next, describe how your organization will consider retaining or engaging creative workers from the time period beginning June 2, 2020, to September 1, 2020. Be as specific as you can, particularly about actions already taken. (500 words maximum)
3. NEA CARES, the parent funding program, lists support for salaries, fees for artists and other contract personnel, and facilities costs as allowable expenses for its program as well as CARES Act subgrants delivered via state arts agencies. If your organization receives an AZ CARES Grant, how would the funding be used? (100 words maximum)

Section 3: Organizational Status

In this section, you will complete a table providing figures for each of the following fields as of January 1, 2020, as of May 1, 2020, and a rational projection for September 1, 2020. In general, we are asking you to count or categorize based on what is rational and appropriate for your organization. We acknowledge that different disciplines and operational structures are constructed in different ways, that individuals often play several roles within an organization, and that there might be overlap in how one person is counted or categorized. For additional guidance on this section, please see the program FAQs at <https://azarts.gov/grant/azcares/>.

- Permanent full-time employees in active status
- Permanent part-time employees in active status
- Number of salaried executive and administrative personnel
- Number of salaried artists, creative professionals, and programmatic personnel
- Number of other salaried personnel
- Number of artists and creative professionals in a paid contract status
- Number of other professionals in a paid contract status
- Organization's annual revenue (gross revenue less in-kind) projection on this date

If you'd like to elaborate on any data you entered into the table, do so here. (150 words maximum)

TIMELINE

Application open:	Tuesday, May 12, 2020
Applications due:	Tuesday, June 2, 2020, 11:59 pm
Application review:	Tuesday, June 2, 2020 to Friday, June 26, 2020
Grantees notified:	Week of July 6, 2020
Funding period:	July 6, 2020 to September 1, 2020
Final Report due:	Tuesday, December 15, 2020

REVIEW PROCESS

Arizona's arts and culture organizations are facing widespread, unprecedented uncertainty and income loss as a consequence of the COVID-19 pandemic. The review process for AZ CARES Grants presupposes organizational value and need as fundamental conditions and will not rank applications according to the devastating effects of the crisis on individual organizations.

Applications will be reviewed for eligibility and completeness, then weighted as per the stated priorities for the program. Following that review and consideration, applications will be entered into a process for randomized selection.

The Arts Commission's Governor-appointed commission will be asked to confer approval on a list of recommended applicants in June. The AZ CARES Grant program will likely award up to 65 grants.

GRANTEE REQUIREMENTS

Grant recipients must submit a final report following the end of the funding period. Final reports must be submitted no later than Tuesday, December 15, 2020.

QUESTIONS

For questions and application assistance, contact Claudio Dicochea, Organizational Programs Manager, at cdicochea@azarts.gov. For technical assistance related to Submittable, contact Bethanne Abramovich, Digital Operations Manager at babramovich@azarts.gov. Please be aware that staff are currently working remotely, primarily between the hours of 8am and 5pm, Monday through Friday.