

CARES Act - Organizations COVID-19 supplemental funding

Rhode Island State Council on the Arts - Organizations

Introductory Questions

Project Name*

Write "CARES Act Funding" under Project Name

Character Limit: 100

Start date*

Enter 5/1/2020

Character Limit: 10

End date*

Enter 12/31/2020

Character Limit: 10

Organization's DUNS #*

In order to receive funding the Federal government requires your organization have a DUNS number. The Dun & Bradstreet D-U-N-S Number is a unique nine-digit identifier for businesses. If you don't have a DUNS number, you will still be able to submit an application, but you will need to contact Todd Trebour, Organizations Program Director, at 401-222-3882 or todd.trebour@arts.ri.gov for further instructions - for now, continue on with the application! Click here to learn what a DUNS number is.

Character Limit: 9

Please provide accurate Congressional, House and Senate district information. This is VERY important.

Rhode Island House district of applicant:*

The Rhode Island House of Representatives district in which your business address (or that of your fiscal sponsor, if you are using one) is located (this must be a street address and NOT a post office box).

This is a number from 1 through 75 and can be found by entering your address information at <http://www.sos.ri.gov/vic>

Character Limit: 2

Rhode Island Senate district of applicant:*

District of the Rhode Island Senate in which your business address (or that of your fiscal sponsor, if you are using one) is located (this must be a street address and NOT a post office box).

This is a number from 1 through 38 and can be found by entering your address information at <http://www.sos.ri.gov/vic>

Character Limit: 2

Congressional district of applicant:*

District of the United States House of Representative in which your business address (or that of your fiscal sponsor, if you are using one) is located (this must be a street address and NOT a post office box). In Rhode Island it is either District 001 or District 002. Please enter leading 00.

To find your Congressional district go to <http://www.sos.ri.gov/vic>

Character Limit: 3

Federal COVID-19 Emergency Response Programs*

Have you applied for (or intend to apply for) any of the following federal funding programs?

- * Paycheck Protection Program Loan (PPP) from the Small Business Administration
- * Economic Injury Disaster Loan (EIDL) from the Small Business Administration
- * Employee Retention Credit
- * Payroll Tax Deferral
- * CARES Act grant from a program division of the National Endowment for the Arts
- * CARES Act grant from the Rhode Island Council for the Humanities

Please note that if your organization is receiving federal relief from the Small Business Administration in either a PPP (Paycheck Protection Program Loan) or EID (Economic Injury Disaster Loan), you may not use this grant for the same purpose(s).

Also note that organizations who have received funding through RISCA's Investments in Arts or CARES Act support from the Rhode Island Council for the Humanities are not eligible to apply.

(Select all that apply)

Choices

- Paycheck Protection Program Loan (PPP)- Small Business Administration
- Economic Injury Disaster Loan (EIDL) - Small Business Administration
- Employee Retention Credit
- Payroll Tax Deferral
- CARES Act grant directly from National Endowment for the Arts (NEA)
- CARES Act grant from the Rhode Island Council for the Humanities
- None of the Above

About your organization

Mission Statement

Provide your organization's mission statement.

Character Limit: 500

Organization's programs and community role*

Summarize your organization's programs and your role in the community, including a description of the audiences you serve.

Character Limit: 2500

Planned use and affirmation of use of funds

Planned use of funds*

Please describe how you intend to use these non-matching CARES Act funds. Remember that these funds can be used for salaries, fees for artists or facilities costs for the period from May 1, 2020 through December 31, 2020.

Character Limit: 2500

Affirmation of use of funds*

I affirm that I will use the NEA CARES Act funds in one or more of the following ways:

(Select all that apply)

Choices

Salaries and wages

Artist fees or other contracted services

Facilities (e.g., rent, utilities)

Impact of COVID-19 on Organization

Organization's Current Environment*

Briefly describe your current situation. Include details about staff and contractual service layoffs, project and program cancellations.

Character Limit: 1500

Organization Critical Needs*

What would you say are your organization's most critical needs as a result of this crisis?

Character Limit: 2000

CARES Act funds from the National Endowment for the Arts (NEA) are limited to:

Salaries

- Fees for artists and other contracted personnel
- Facility costs (rent, utilities, etc.)

We are NOT asking for a budget at this time, but will require a final report that provides detailed information on how you spent these funds in these three specific areas.

Required Personnel Information

The National Endowment for the Arts (NEA) is requiring information regarding the positions and salaries paid out of the CARES Act funds.

- You must maintain records that accurately reflect the work performed by an employee whose salary is charged, in whole or in part, to the CARES Act funds.
- Additionally, written and signed contracts must also be maintained if the grant supports contracts with artists or contractual personnel. You are required to provide itemized information about your salaried and contracted personnel in your Final Report

Financial Information

There is no budget to attach.

Please list the **operating** income and expenses for your organization's current year budget.

Total Operating Expenses*

Please list the total expenses for your organization's current year operating budget. Do not include capital expenses.

Character Limit: 20

Total Operating Revenue*

Please list the total revenue for your organization's current year operating budget. Do not include capital revenue.

Character Limit: 20

Most recent financial statement*

Most recent financial statement, produced for review by your Board of Directors, (e.g. a recent profit and loss statement). Contact Randall Rosenbaum at Randall.Rosenbaum@arts.ri.gov if your organization does not produce financial statements.

File Size Limit: 5 MB

Supporting documents

IRS Determination letter*

Please upload a copy of your IRS Determination Letter stating 501 (c) 3 status

File Size Limit: 5 MB

Most recent IRS Form 990, 990-N or 990-EZ*

Please upload a copy of your most recent (2017 or later) IRS Form 990, 990-N or 990-EZ

File Size Limit: 8 MB

List of board and staff*

Please upload a list of staff and board of directors

File Size Limit: 5 MB

Assurances

The applicant will assure that it and any organization assisted by it will comply with Titles I -IV of the Americans with Disabilities Act of 1990 (PL 101-336), as amended, Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., PL 88-352) as amended, Sections 503 & 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Equal Employment Opportunity Act of 1972 (PL 92-261), Rhode Island Executive Order #19, 1977, and where applicable, Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), to the end that no person in the United States shall, on the grounds of race, color, religion, sex, age, national origin, handicap, or sexual orientation, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the applicant received financial assistance from the Council.

The applicant agrees to abide by all the General Terms and Conditions and Assurances as outlined at <http://www.arts.ri.gov/legal>, and has reviewed this information prior to submitting this application. By submitting your application you are agreeing to abide by all of these federal and state terms and conditions if you receive support from RISCA. The applicant understands that all grant applications are considered on a competitive basis. No applicant is guaranteed funding at any level, even if all basic criteria have been met. Prior funding does not guarantee support in current or future years. The applicant understands that all RISCA grant award programs are contingent upon the availability of funds from the General Assembly of the State of Rhode Island and the National Endowment for the Arts, a federal agency.

It is understood by the applicant and the Rhode Island State Council on the Arts (RISCA) that RISCA reserves the right to use any text, photographs, audio, or video submitted as part of this application for limited non-commercial educational or promotional use in publications or other media produced, used or contracted by RISCA including, but not limited to: brochures, invitations, newsletters, postcards, websites, etc.

The applicant will certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of their knowledge, and

that the applicant is an eligible organization as specified in the guidelines. The applicant will certify that the filing of this application has been authorized by the governing body of this applicant, and the person submitting this application has been duly authorized to file this application for and in behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application.

By checking this box I/we agree to all of the above.*

Choices

I/We agree to the above Assurances