

## **ARP ORGANIZATION RELIEF Guidelines**

The Delaware Division of the Arts (DDOA) received American Rescue Plan (ARP) funding through the National Endowment for the Arts. The purpose of the ARP funding is to support organizations and jobs in the arts sector that have been impacted by the COVID-19 pandemic. This grant program was developed by DDOA to assist Delaware's nonprofit arts organizations that add value to the state's economy and bolster the creative life of our communities.

### **ARP Organization Relief Grants**

ARP Organization Relief Grants are available to recipients of General Operating Support grants from the Division of the Arts to support:

- A. Salaries, full or partial, for one or more positions that are critical to an organization's artistic mission.

**Note:** Applicants must maintain records that accurately reflect the work performed by an employee whose salary is charged, in whole or in part, to ARP funds.

- B. Fees/stipends for artists and/or contractual personnel to support the services they provide for specific activities as part of organizational operations.

- Artist fees/stipends should be related to work with a tangible outcome, such as performances, presentations, workshops, and/or the creation of artwork.

**Note:** Applicants must maintain written and signed contracts for artists and/or contractual personnel whose fees are covered, in whole or in part, with ARP funds.

- C. Facilities costs such as mortgage principal, rent, and utilities.

**Note:** Applicants must maintain records of utility costs covered, in whole or in part, by ARP funding.

- D. Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.)

- E. Marketing and promotion costs.

### **Eligibility**

To be eligible to apply for an ARP Organization Relief Grant, applicants must:

- Be a recipient of General Operating Support since FY2019
- Be in good standing with all reporting requirements to the Division

### **Evaluation Criteria for ARP Organization Relief Grants**

ARP Organization Relief Grants are evaluated on the following criteria:

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- Anticipated impact on the organization and staff to sustain the mission of the organization
- Financial need as demonstrated in the submitted budget

## Application Deadline

Applications will be accepted from October 1, 2021 – November 1, 2021. The deadline is 11:59 p.m. on Monday, November 1, 2021. Applications must be submitted through the Division's online grants management system [smARTDE](#).

## Grant Review Process

Division staff members, in conjunction with the Division Director, review each ARP Organization Relief application. The Director then makes final decisions on funding.

## Funding Priorities

Should there be more eligible applicants than resources available, applications will be prioritized per direct guidance from the NEA. The Division is encouraged to use these funds to align with our shared values of diversity, equity, inclusion, and access, and to make awards that impact a broad constituency.

## Notification of Grant Awards

Applicants will be notified through smARTDE of the funding determination within four weeks of the application submission. All awarded funds are intended for expenses incurred between December 1, 2021 and June 30, 2022.

## Grantee Responsibilities

Receipt of state and federal grants carries with it certain obligations and responsibilities. By submitting a Division of the Arts application, applicants are affirming that they are familiar with the requirements of the Delaware Division of the Arts and the National Endowment for the Arts, as presented in the Division of the Arts [Statement of Assurances](#).

## Final Report

The final report is submitted through [smARTDE](#) and is due by July 30, 2022. Failure to submit a final report may preclude future Division funding. Final reports will need to include details on the following:

1. Salaried positions and related costs covered by ARP funding
2. Artist and/or contractual personnel costs covered by ARP funding
3. Details on facility costs covered by ARP funding
4. Costs associated with health and safety supplies
5. Marketing and promotion costs

## Questions?

Contact [Roxanne Stanulis](#) at [roxanne.stanulis@delaware.gov](mailto:roxanne.stanulis@delaware.gov) with any questions you have about this funding opportunity.