

CARES ORGANIZATION RELIEF Guidelines

The Delaware Division of the Arts, with support from the National Endowment for the Arts through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, has developed a program to help secure jobs and support Delaware's nonprofit arts organizations that add value to the state's economy and bolster the creative life of our communities.

CARES Organization Relief Grants

CARES Organization Relief Grants are available to recipients of General Operating Support (GOS) in the past three years (FY18, FY19, FY20), or Project Support (PS) in the current fiscal year (FY20), 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 or project (GOS only) These funds **cannot be combined** with PPP funds received through the United States Small Business Administration.

Note: Applicants 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.

- B. Fees for artists and/or contractual personnel to maintain or expand the period during which such persons would be engaged for arts programming. (GOS & PS)

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

- C. Facilities costs such as rent and utilities. (GOS only)

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

Eligibility

To be eligible to apply for a CARES Organization Relief Grant, applicants must:

- Be a recipient of General Operating Support in the past three years (FY18, FY19, FY20) or Project Support in the current fiscal year (FY20)
- Be in good standing with all reporting requirements to the Division

Please note the following restriction:

- No individual may compile or submit an Addendum on behalf of an organization if that individual is a member or relative of a member of the Delaware State Arts Council or Division staff

Evaluation Criteria for CARES Organization Relief Grants

CARES Organization Relief Grants are evaluated on the following criteria:

- Anticipated impact on the organization and staff to sustain the mission of the organization or goal(s) of the project
- Financial need as demonstrated in the submitted budget

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Application Deadline and Filing

Applications will be available on May 1, 2020 and due by May 15, 2020. Details on the application process will be posted at <https://arts.delaware.gov/grant-overview/> by May 1.

Grant Review Process

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

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 March 15, 2020 and August 31, 2020.

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 regular final report is submitted through [smARTDE](#) and is due by September 30, 2020. 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 CARES funding
2. Artist and/or contractual personnel costs covered by CARES funding
3. Details on utility costs covered by CARES funding

Questions?

Contact Division Director Paul Weagraff at paul.weagraff@delaware.gov with any questions you have about this funding opportunity or the CARES Organization Relief Grant.