



# Arts & Culture Nonprofit Resilience Fund

## RECOVERY GRANT PROGRAM

### GUIDELINES & QUESTIONNAIRE

#### PROGRAM CONTACT

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#### ABOUT THE PROGRAM

With support from the English-Bonter-Mitchell Foundation, an additional \$250,000 in grants will support nonprofits that restarted or amplified live programming from July 2021 through December 2021, but have yet to fully recover earned revenue due to smaller audiences and/or lower-than-typical participation due to the COVID-19 pandemic.

#### ELIGIBILITY

The Arts & Culture Nonprofit Resilience Fund supports arts, culture, and quality of life nonprofits in Allen County.

At this time, qualifying organizations for the Recovery Grant program have been previously selected and invited to participate in this initiative because they met eligibility criteria outlined in the Arts and Culture Nonprofit Resilience Fund Guidelines (August 2020). Organizations Include: ARCH, Artlink, Arts United, Audiences Unlimited, Cinema Center, Embassy Theatre, FAME, Fort Wayne Ballet, Fort Wayne Children's Choir, Fort Wayne Civic Theatre, Fort Wayne Dance Collective, Fort Wayne Museum of Art, Fort Wayne Philharmonic, Fort Wayne Trails, Fort Wayne Youtheatre, History Center, Science Central, and Unity Performing Arts Foundation

#### APPROVED USES

Recovery Grants are intended to support mission-critical needs, such as:

1. Operations and Financial Resilience – Basic operations with an emphasis on continued service to the community.
2. Facilities – Rent, utilities, insurance, janitorial services, basic maintenance, and COVID-19 improvements.
3. Innovation – Short-term and long-term strategic planning, audience development, technology acquisition, acquisition of equipment related to the delivery of programs or services as a result of COVID-19, special programs, etc.

Grants should not be used to support capital campaigns, endowments, reserve funds or the acquisition of hard assets that are unrelated to COVID-19.

### TIMELINE

<b>Announcement</b>	December 15, 2021
<b>Questionnaires Due</b>	January 31, 2022
<b>Committee Review</b>	February 2022
<b>Board Recommendations</b>	February 17, 2022
<b>Grant Announcements</b>	March 1, 2022
<b>Fund Distribution</b>	March 31, 2022

### REVIEW CRITERIA

The Resilience Fund Review Committee will review questionnaires and financial documents to prioritize the distribution of available funds. Specifically, the Committee will recommend grant awards according to the following criteria:

1. Extent to which the organization has increased programming levels, and/or has remained active in community life, especially during the period of July 1, 2021 through December 31, 2021.
2. Impact of revenue loss due to low attendance, participation, or other pandemic related factors, especially during the period of July 1, 2021 through December 31, 2021 when organizations were in the process of presenting more live, in-person programming but the delta variant required a return to stricter health and safety protocols.
3. Budget size of the organization, so that grant awards are aligned with need and scope of programming offered to the community.

### QUESTIONNAIRE INSTRUCTIONS

Applicants should send the requested Questionnaire Components to Phil Slane at [pslane@artsunited.org](mailto:pslane@artsunited.org) no later than Monday, January 31, 2022.

### QUESTIONNAIRE COMPONENTS

- Questionnaire Narrative - **PDF Format**
- Most Recently Approved Annual Budget - **PDF Format**
- Balance Sheet for 12/31/21 - **PDF Format**
- Updated Cash Flow Report (7/1/21 - 12/31/21) - **XLSX Format**

### FINAL REPORT

If awarded, applicants will be asked to submit the following no later than July 31, 2022:

- One-page narrative description of your organization's recovery process during the first half of 2022, and expectations for the second half of 2022.
- Most Recently Approved Annual Budget
  - *(Only if the organization has moved into a new budget cycle)*
- Balance Sheet for 6/30/22
- Updated Cash Flow Report (1/1/22 - 6/30/22)

QUESTIONNAIRE NARRATIVE

Please respond to the following questions in 2-3 pages:

1. Please describe how your organization has returned to live, in-person programming, increased programming levels, and/or has remained active in community life, especially during the period of July 1, 2021 through December 31, 2021.
2. How do your revenues for the period of July 2019 through December in 2019 compare with the period July 2021 through December in 2021?
3. How does your attendance for the period of July 2019 through December in 2019 compare with the period of July 2021 through December in 2021? Has your level of activity (# of events) impacted your attendance (# of people) differently during these two periods?
4. What are your current expectations for your organization's financial and programmatic recovery by June 30, 2022?
5. What are your current expectations for your organization's financial and programmatic recovery during the period of July 1, 2022 through June 30, 2023?
6. Are there any specific external COVID related restrictions that are interfering with your ability to conduct live programming? (i.e. facilities, educational institution, or congregate living restrictions)
7. Is there any additional information that you would like the Arts United Board of Directors to know about your organization's recovery?