

Sample form, not for offline completion.

Visit <https://artscommission.grantplatform.com> to apply.

Toledo Lucas County Rescue Plan Grants for Arts Organizations, Cycle 2

Rescue Plan funds are intended to support day-to-day business expenses/operating costs, and not specific programmatic activities. Cost share/matching funds will not be required. Capital projects will not be considered.

All applicants must be based within Toledo and/or Lucas County and be able to demonstrate eligibility to receive, and capacity to manage, federal funds.

Funds will be awarded based on a competitive application and panel review process. Funds for individual artists will be distributed based on a separate application process, but on a similar timeline.

Applicants should apply for a grant amount that is reflective of their overall organization size and internal capacity.

Organization sizes and fixed grant amounts are as follows:

Small Arts and Cultural Organizations are those with an annual operating budget of \$300,000 or less. Initial grant requests can be made in the following fixed amounts: \$2,500; \$5,000; \$10,000; \$15,000 and \$25,000, but can not exceed 50% of the applicant organization's annual operating budget.

Medium Arts and Cultural Organizations are those with an annual operating budget between \$300,001 - \$2,000,000. Initial grant requests can be made in the following fixed amounts: \$25,000; \$50,000 and \$75,000.

Large Arts and Cultural Organizations are those with an annual operating budget of \$2,000,000 or more. Initial grant requests can be made in the following fixed amounts: \$50,000 and \$75,000.

Organizations may use their largest projected budget during the years 2019-2023 to determine the appropriate initial request amount for their organization. Details about budget size for each year is requested in the budget template that is provided in the application.

This cycle of grants is made possible by funding from the Lucas County Commissioners and the City of Toledo.

<https://theartscommission.org/>



The Arts Commission is a 501(c)3 nonprofit organization founded in 1959 to foster Toledo's heritage in the arts. The organization is the longest-standing arts commission in the state of Ohio, serving youth, artists, arts organizations, and the general public. Since 1977, The Arts Commission has managed the City of Toledo's One Percent for Art program, the first in the state of Ohio and among the first in the nation, and maintains Toledo's impressive collection of public art.

We believe the arts are for everyone, and we invite you to join us.

Artist Name (First, Last)

☐ I confirm that that all information provided in this application is true and accurate and that I am authorized by the Board of Directors of the requesting organization to make this application.

Allowable Costs & Eligibility for Arts Organizations

Organizations should clearly demonstrate the impacts of COVID on their need for funding.

Support is limited to any or all of the following:

Salary support, full or partial, for one or more staff positions. Staff positions funded may not conduct work independent of the organization receiving funds. Funds may be used to support existing jobs, new jobs, or to restore jobs that were furloughed or eliminated due to the pandemic.

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. Such work must not be performed independently of the organization receiving funds.

Facilities costs such as mortgage, rent, and utilities.

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

Marketing and promotion costs.

Capital campaigns will not be considered.

Eligibility

Eligible organizations:

Are nonprofit 501(c)(3) organizations with a primary arts and culture mission located within the City of Toledo and Lucas County.

Will have a history of arts and cultural programming in Toledo/Lucas County beginning before December 31, 2020.

Have satisfactory completion of required reporting related to previous funding through the Toledo Lucas County Grants to Arts Organizations (TLCARG) program, if applicable.

Will be in good standing with the City of Toledo and Lucas County and not barred from receiving public funds from these or other public sources.

Applicants who have received funding from the NEA American Rescue Plan Act through The Arts Commission may apply, but NOT for the same expenses to both opportunities.

Organizations that received funding during the first cycle are not eligible to reapply.

Funds will be awarded based on a competitive application and panel review process. Applications will be reviewed by panels of 3-5 representatives of regional arts organizations. The panels will make award recommendations, which will be confirmed by The Arts Commission's Board of Trustees. Assuming that an application meets eligibility requirements, the committee will assess artistic merit, demonstrated engagement with and representation of underserved populations, organizational capacity & ability to manage federal funds, and need.

Timeline and Guidelines for Organizations

TIMELINE (anticipated)

July 5 -- Release Applications and Guidelines

July, ongoing -- Training and Office Hours

August 7 -- Applications Close 11:59p

August, ongoing -- panel review & recommendations
September -- Check requests for all returned/completed agreements
October -- funds released

Please refer to the full [guidelines here](#).

Eligibility

Does your organization deliver arts and culture programming to the City of Toledo or Lucas County?

- ☐ City of Toledo
- ☐ Lucas County
- ☐ Organization does NOT have a primary arts and culture mission

Is your organization based in the City of Toledo and/or Lucas County?

- ☐ Yes
- ☐ No

Is your organization a nonprofit, tax-exempt 501(c)(3), U.S. organization; unit of state or local government; or federally recognized tribal community or tribe?

- ☐ Yes
- ☐ No

Did your organization receive funding through the first cycle of Toledo Lucas County Rescue Plan Grants to Organizations?

- ☐ Yes
- ☐ No
-

Applicant Information for Organizations

This form is for approved organizations already in the Toledo Lucas County ARPA Grants for Organizations. If you are not already a nonprofit funded through this opportunity, you are not eligible to submit this form.

Please submit your Renewal Application by **October 11, 2024** and allow 30 days for review, approval, and payment request.

Note that submission alone does not guarantee approval. Applications may require additional information or edits before payment is released to your organization.

Please note that this is the final year of ARPA Renewal Funding for mid and large sized organizations.

Organization (legal)

What is the name of your organization?

Contact First and Last Name

Please list the contact information for someone who we can reach out to if we have questions.

Contact Phone Number

Contact Email

Website (optional)

Physical Address (City, State, Zip Code)

Is your mailing address different than your physical address?

☐ Yes

☐ No

Please state the mission of your arts and cultural organization.

200 words

What is the primary focus of your arts and cultural organization?

☐ Visual

☐ Literary

☐ Sound

☐ Film

☐ Performing

☐ Music

☐ Dance

☐ Fashion

☐ Multi-Disciplinary

☐ Other Cultural

☐ ...

Provide your Tax ID number

Please include your organization's UEI number (optional)

A UEI is not required to submit an application, but if awarded, funds will not be released until one is obtained.

Visit SAM.gov to learn more. The Arts Commission is unable to obtain a UEI on others' behalf.

Do not submit an EIN in this field.

Please provide your IRS 501(c)(3) determination letter.



American Rescue Plan Grant

The Rescue Plan’s Grants to Organizations program will be carried out through grants to eligible organizations including nonprofit arts and cultural organizations located within the City of Toledo and Lucas County. Grants will be made to eligible organizations to support their own operations. Rescue Plan funds are intended to support day-to-day business expenses/operating costs, and not specific programmatic activities. Cost share/matching funds are not required.

Project Description for Organizations

What is your organization's annual operating budget range?

Small

Medium

Large

Small organizations have operating budgets of \$300,000 or less.

Medium organizations have operating budgets of \$300,001 - \$2,000,000.

Large organizations have operating budgets of \$2,000,000+.

Organizations may use their largest projected budget during the years 2019-2023 to determine the appropriate initial request amount for their organization. Details about budget size for each year is requested in the budget template that is provided in the application.

Please select the amount of annual funding you are requesting for your organization.

*Small Organizations may not request awards exceeding 50% of their annual budget.

\$2,500

\$5,000

\$10,000

\$15,000

\$25,000

\$50,000

\$75,000

Small Arts and Cultural Organizations grant requests can be made in the following fixed amounts: \$2,500; \$5,000; \$10,000; \$15,000 & \$25,000, but can not exceed 50% of the applicant organization’s annual operating budget.

Medium Arts and Cultural Organizations grant requests can be made in the following fixed amounts: \$25,000, \$50,000; \$75,000.

Large Arts and Cultural Organizations grant requests can be made in the following fixed amounts: \$50,000 & \$75,000.

Describe the impact COVID had on your organization's need for support. 500 words

Please clearly describe COVID's impact on your organization.

Please state the number of full-time employees within your organization. 100 words

Please describe demographics of your employees. (If no paid employees, provide demographic info on your organization's leadership): 250 words

Include race, ethnicity, age, gender, zip code, and disability (if available). You may upload aggregate data.

Please give a brief description of your organization as well as details of the arts and cultural programming from the past three years. Please state the number of persons and describe the populations served. Estimates are acceptable, but back up documentation may be requested. 500 words

Supporting Material for Organizations



Please provide a new completed IRS Form W9, including your organization's tax identification number and address.



Please download the provided budget worksheet by clicking the link to the right, then complete all fields and upload it here.

You MUST use the budget template provided



Download the budget template by clicking the following link: <https://theartscommission.org/assets/tlc-subgrants-budget-template-updated-2.2.xlsx>

Organizations may use their largest projected budget during the years 2019-2023 to determine the appropriate initial request amount for their organization. Details about budget size for each year is requested in the budget template that is provided in the application.

Upload your organization's most recent independent audit, IRS form 990, or board approved financial review.



Please describe how your organization proposes to utilize funds for salary support for one or more staff positions. 350 words

If you are not applying for funds for salary support, please respond "Not Applicable."

Staff positions funded may not conduct work independent of the organization receiving funds. Rescue Plan funds may be used to support existing jobs, new jobs, or to restore jobs that were furloughed or eliminated due to the pandemic.

What fees and/or stipends for artists and/or contractual personnel does your organization propose to use to support the services provided? 350 words

Please cite specific activities that relate to organizational operations.

If you are not applying for stipends or contract funds, please respond "Not Applicable."

Please describe how your organization proposes to utilize funds to support facilities costs such as mortgage, rent, and utilities. If you are not applying for funds to support facilities costs, please respond "Not Applicable." 350 words

Please describe how your organization proposes to utilize funds to cover costs associated with health and safety supplies for staff and/or visitors/audiences. If you are not applying for funds for health and safety supplies, please respond "Not Applicable." 350 words

(this may include personal protective equipment, cleaning supplies, hand sanitizer, etc.)

Please describe how your organization proposes to utilize funds to cover marketing and/or promotion costs. If you are not applying for marketing funds, please respond "Not Applicable." 350 words

Proposed Funding & History of Programming

Please describe how your organization plans to involve or compensate local and regional artists through employment, stipends, contracted services, or volunteer positions.

350 words

Describe the selection and recruitment process of artists involved in your cultural programming.

350 words

Describe how your proposal advances the core work of your organization's mission.

350 words

Upload an attachment that demonstrates the organization's strength and history of programming. If uploading a document, applicants may include a document with up to 3 links.



We urge performance-centric applicants to share links to videos or recordings of performances.

If you are sharing a link to a recording longer than 5 minutes, please direct panelists to the strongest portion of the recording by indicating a timestamp on where to begin watching.

Accepted file types: doc, pdf, jpg, mp3, wav, mov, mp4. Maximum file size 5mb

Upload an attachment that demonstrates the organization's strength and history of programming. If uploading a document, applicants may include a document with up to 3 links. (optional)



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Inclusion, Diversity, Equity, & Access

Lucas County Demographics (2010 Census):

Persons 65 and older: 17.6%

19.0% black or African American, 6.1% Hispanic or Latino, 1.5% Asian, 0.3% American Indian, 2.0% from other races, and 3.1% from two or more races.

About 14.0% of families and 18.0% of the population live below the poverty line, including 25.4% of those under age 18 and 8.7% of those age 65 or over.

Please describe the ways in which you ensure your organization engages with populations who are historically underserved due to factors such as ethnicity, economics, geography, or disability. 500 words

Please include demographic data describing the population you serve including, but not limited to, ethnicity, economic status, geography, or disability. 250 words

Include a list of those central to your organization's success and describe the nature of the partnership (include organizations, partners, communities, audiences). 500 words

Do these partners increase underserved populations' access to your programming?

Does your organization have an established nondiscrimination policy of equal opportunity without regard to race, color, religion, national origin, age, sex, or ability for all programs, activities and services?

☐ Yes

☐ No

The Arts Commission's Statement on Inclusion, Diversity, Equity, and Access is as follows: Inclusion, diversity, equity and access are fundamentally important to our work at The Arts Commission. Our aim is to provide access and opportunity to art and culture for all in our community. It is our committed practice to stand alongside, listen and act based upon community needs. We have a responsibility to advocate for inclusion, diversity, equity and access. The Arts Commission will continue to deepen this practice as we move into the future.

The Arts Commission believes that the arts can provide the space to foster conversations that bring us together. The arts have long stood in the gap as a bridge between cultures. They have served as a place to support healing, as well as a place to develop and exchange compassion. We trust the arts in this role. By embracing our differences and celebrating our similarities we build a more vibrant, just, and inclusive society.

In what ways does your organization put your nondiscrimination policy into action? (optional) 300 words

The Arts Commission is committed to diversity, equity, inclusion, and fostering mutual respect for the diverse (optional) beliefs and values of all individuals and groups.

Please indicate if one or more of the following describes your organization:

- ☐ Tribal College or University
- ☐ American Indian or Alaska Native tribe
- ☐ African American Serving Institution
- ☐ Hispanic Serving Institution
- ☐ Asian American and Pacific Islander community
- ☐ Organization that support the independence and lifelong inclusion of people with disabilities
- ☐ Organization whose mission has LGBTQIA+ populations as the focus of their work

If you checked any boxes in the previous question regarding service to diverse communities, please (optional) 300 provide further evidence detailing how your organization typically serves the populations indicated words above.

Organizational Capacity

Please provide your organization's board list for 2023, along with their professional affiliations, demographics, and contact information.



Include race, ethnicity, age, gender, zip code, and disability (if available). You may upload aggregate data.

Please upload a document showing your organization's fundraising goals and activities or plans for 2023-2024.



Please describe the qualifications of your organization's leadership and its ability to deliver the proposed 350 programming. words
Include board oversight and administrative practices.

Please describe your organization's primary goals and include how your organization defines and measures the 350 success of programs or activities. words

You may provide links to online resources by listing in a pdf document.

Please upload a copy of your organization's strategic plan. (optional)



Upload examples of program assessment or evaluation tools.



Uploads may include tools used internally to evaluate program leaders, staff, lead artists, etc., or tools used to gauge audience or community feedback.

If uploading multiple tools, please do so in a single document.

Please describe how feedback is gathered and used.

Upload examples of program assessment or evaluation tools. (optional)



Upload additional assessment tools if needed.

Please provide up to three additional documents of your choice to support your history of programming, evidence of organizational need, or community impact. You may provide links to online resources by listing in a pdf document.



Include items such as photographs, videos, or podcasts

Please provide up to three additional documents of your choice to support your history of programming, (optional) evidence of organizational need, or community impact. You may provide links to online resources by listing in a pdf document.



Please provide up to three additional documents of your choice to support your history of programming, (optional) evidence of organizational need, or community impact. You may provide links to online resources by listing in a pdf document.



Grant awardees must comply with the mandates as described in these linked documents. Once you have reviewed both documents please indicated that your organization agrees to comply by checking the box below.

<https://theartscommission.org/assets/pdf/NEA%20General%20Terms%20and%20Conditions%20Appendix%202022.pdf>

☐ I have read the above linked documents and agree to comply.