OKLAHOMA
Arts Sector
ARPA Grants

**Preparing for the
Oklahoma Arts Sector ARPA Grant**
October 19, 2023 at 9:00 a.m. | Oklahoma Arts Conference

Agenda

- Introductions
- Program Overview
- Who Can Apply?
- Timeline
- What Expenses are Eligible?
- How to Apply
  - Eligibility Verification
  - Preparing for the Application
- Frequently Asked Questions
- Information Station and Office Hours

OKLAHOMA
**Arts Sector
ARPA Grants**

Chandra Boyd
Deputy Director, Oklahoma Arts Council

Thomas Tran
Grants Director, Oklahoma Arts Council

Jennifer Bryan
Campaign & Grants Director, Allied Arts OKC

Jenyann Roig
Communications Manager, Allied Arts OKC

Chad Oliverson
Marketing Director and Community Partnerships,
Arts Alliance Tulsa

Program Overview

$10 million investment of state American Rescue Plan Act (ARPA) funding for Oklahoma's arts and cultural sector for:

➤ **RESTORATION**: Address the disproportionate impact of the pandemic on the arts sector

➤ **WORKFORCE**: Invest in arts and cultural sector job recovery and support workforce development and retention across industries

➤ **IMPACT**: Empower organizations to restore and broaden their services to communities

➤ **INFRASTRUCTURE**: Provide for the transformation of critical assets to realize an enduring vision for the arts sector

➤ **RESILIENCY**: Ensure a robust arts sector flourishes in communities across the state for generations of Oklahomans

OKLAHOMA
Arts Sector
ARPA Grants

Who Can Apply?

Nonprofit organizations with arts programming, including but not limited to:
- Local arts councils
- Presenting organizations
- Community theaters
- Symphony orchestras
- Festivals with arts programming
- Social/community service organizations with arts programming
- Museums
- Cultural organizations with arts programming

Organizations must have a minimum annual operating budget of $10,000. Be sure to review full criteria for eligibility in the [Grant Program Guidelines](#).

OKLAHOMA Arts Sector ARPA Grants

Who Can Apply?

Applicant organizations must meet **ALL** of the following:

1. Must have been in existence as of February 15, 2020; **AND**

2. Be an Oklahoma-based 501(c)(3) nonprofit organizations incorporated in the State of Oklahoma as a Domestic Not for Profit Corporation (in good standing with the IRS and State of Oklahoma; Registered with a UEI and eligible to receive federal support); **AND**

3. Offer programming dedicated to artistic disciplines and/or service to the benefit of the community; **AND**

4. Have a minimum annual operating budget of $10,000

OKLAHOMA
Arts Sector
ARPA Grants

Timeline

Sept 7 2023
- Guidelines and Eligibility Webinar

Oct 2-Oct 31 2023
- Eligibility Verification Period
  - Create new user accounts on ARPA grants portal
  - Login and upload/submit eligibility verification request
  - Requests accepted until 5:00 p.m. on October 31

Oct 19 2023
- Oklahoma Arts Conference Sessions
  - Preparing for the ARPA Grant Session at 9:00am
  - ARPA Panel at 11:30am

Nov 1-Dec 15 2023
- Application Period
  - Applications accepted until 5:00 p.m. on December 15

Late Jan-Feb 2024
- Grant Recipients Notified
  - Award Management Webinar
  - Review and Sign Grant Contracts

Through Dec 2026
- Grant Award Activity Period
  - Required Reporting and Audits as Requested

OKLAHOMA
Arts Sector ARPA Grants

What Expenses Are Eligible?

Funding for this program will consist of one or both of the following:

➤ **Negative Financial Impact**

➤ **Ongoing and New Allowable Expenses**

OKLAHOMA
Arts Sector
ARPA Grants

What Expenses Are Eligible?

❯ **Negative Financial Impact
(Revenue Loss/Expenses Increase)**

❯ Award amounts based on reported negative financial impact
from 2020-2022 (loss of revenue and/or increase in expenses)

❯ Can replace funds previously lost

❯ Must be expended under compliance with the Oklahoma Arts
Sector ARPA Grant Terms and Conditions

**OKLAHOMA
Arts Sector
ARPA Grants**

What Expenses Are Eligible?

> **Ongoing and New Allowable Expenses**

>> A portion of an organization's award amount may be based on ongoing and new allowable expenses. Organizations may request funding under the areas below:

>>> Salary and benefits support for arts-related personnel

>>> Fees and stipends for artists and/or contracted personnel to support artistic services, programs, and activities

>>> Operational expenses such as rent, mortgage, utilities, security, building maintenance, cleaning, or sanitation services

>>> Capital upgrades to facilities for public safety/accessibility and expanded arts access, or public art (cap of $250,000 per applicant for capital upgrades)

>>> Organizational development expenses

>>> Marketing and promotional expenses

>>> Development of new or expanded arts programming

Additional reporting required

OKLAHOMA
Arts Sector
ARPA Grants

How to Apply

Create a user account starting October 2. Please allow up to three business days to receive your login information.

→

Upload organization documents and submit eligibility verification request before October 31

→

Submit application between November 1–December 15

→

Grant recipients notified late January-February 2024

OKLAHOMA
**Arts Sector
ARPA Grants**

Eligibility Verification

Oct 2 – Oct 31
Required Organization Documents

ALL applicant organizations must provide:

1. IRS 501(c)(3) Determination Letter

2. Most recent IRS Form 990

3. State of Oklahoma Certificate of Incorporation

4. State of Oklahoma Articles of Incorporation

5. Bylaws

OKLAHOMA
Arts Sector
ARPA Grants

Application
Nov 1 – Dec 15

1. Pandemic Impact Narratives
2. Organization and Programming Impact
3. Financial Impact
4. Ongoing and New Allowable Expenses
5. Supporting Documents

OKLAHOMA
Arts Sector
ARPA Grants

Application: Pandemic Impact Narratives

Provide detailed narratives to describe your organization, its arts programming, service to communities, and impact of the pandemic.

Examples of questions include:
- Describe your organization's arts programming in detail
  - Include information such as how you provide services to your community
- Who is your organization's primary audience and what steps are you taking to ensure they are part of your organization's arts programming?
- Do you provide direct arts programming in census tract areas/rural and/or under resourced communities? If so, please indicate the area(s) you serve and provide a description of the programming you provide.
- How has the pandemic adversely impacted your organization's ability to deliver arts programming?

OKLAHOMA
Arts Sector
ARPA Grants

Application: Organization and Programming Impact

Provide data and statistics on the pandemic's impact on your organization and programming for each year from 2019-2022.

Examples of questions include:
- Number of staff
  - Full time, part time, contracted, artists, etc.
- Number of staff furloughed or laid off
- Number of individuals served
  - Youth, adults
- Number of contracts cancelled
- Number of events/programs/fundraisers cancelled
- Number of members/subscribers
- Number of sponsors

OKLAHOMA
Arts Sector
ARPA Grants

Application: Financial Impact

Provide data and statistics on your organization's finances for each year from 2019-2022.

Examples of questions include:

- Arts operating budget
- Full operating budget
- Actual arts earned revenue
  - Includes ticket sales, admission fees, tuition, memberships, or any other funds given to your organization in exchange for goods or services.
- Actual arts contributed revenue
  - Examples of contributed revenue include sponsorships, donations, grants, etc.
  - Have detailed information ready for all pandemic relief, including CARES, ARPA, SBA, etc.
- Actual Arts Expenses
  - Arts-related administration, operations, artistic programming, artistic technical expenses, other artistic expenses, etc.

OKLAHOMA
Arts Sector
ARPA Grants

Application: Ongoing and New Allowable Expenses

If your organization is requesting funds for new and/or existing programs or projects, you will provide detailed information on those programs/projects and describe how the funding to rebuild your organization and community.

Examples of questions may include:
- What grant amount are you requesting to support your selected funding areas?
- Describe in detail how you would use ARPA grant funds to support your organization and how they will serve/benefit the broader community.
- What is the general timeline of your capital project?
- Provide specific goals, objectives, plans for implementation, and how they will support the growth and sustainability of your organization.
- Anticipated number of new programs you would create with these ARPA funds.
- Anticipated number of new full-time positions you would create with these ARPA funds.

OKLAHOMA
**Arts Sector
ARPA Grants**

ALLIED ARTS   OKLAHOMA ARTS COUNCIL   ARTS ALLIANCE TULSA

Application: Required Supporting Documents

Examples of required documents may include:

1. Full 2019-2022 IRS 990 or 990-EZ (if your organization submits a 990-N, upload a statement of financial standing approved by your board)
2. 2019-2022 Detailed Arts Expenses and Revenue
3. Project Budgets (if applicable)
4. Signed ARPA Grant Terms and Conditions, Attestations, and Addendums

OKLAHOMA
Arts Sector
ARPA Grants

Estimated Grant Amounts

Organization Arts Operating Budget (2020-2022 average)	Estimated Grant Award (amount may change)	Maximum Grant Request (applicants may request up to this amount)
$5 million and above	$250,000	up to $500,000
$3 million to $4,999,999	$200,000	up to $400,000
$1 million to $2,999,999	$125,000	up to $250,000
$500,000 to $999,999	$80,000	up to $160,000
$250,000 to $499,999	$60,000	up to $120,000
$100,000 to $249,999	$40,000	up to $80,000
$50,000 to $99,999	$20,000	up to $40,000
$25,000 to $49,999	$12,000	up to $24,000
$10,000 to $24,999	$7,500	up to $15,000

OKLAHOMA
**Arts Sector
ARPA Grants**

ALLIED ARTS · OKLAHOMA ARTS COUNCIL · ARTS ALLIANCE TULSA

Important ARPA Dates

➤ All funds obligated/encumbered by **December 31, 2024**

➤ All funds expended by **December 31, 2026**

All unspent funds returned to federal government

OKLAHOMA
**Arts Sector
ARPA Grants**

Frequently Asked Questions

ARPA Information Station

Stop by during the Conference to ask your ARPA questions

> ➤ **Today, October 19**
> **10:00-11:30 a.m. and 1:30-4:30 p.m.**
> **Conference Center Lobby Area**

Office Hours

Join us for come-and-go Office Hours online (via Zoom) to ask your ARPA questions

➤ **Friday, October 20 from 11:00-12:00 p.m.**
➤ **Friday, October 27 from 10:00-11:00 a.m.**
➤ **Thursday, November 9 from 2:00-3:00 p.m.**
➤ **Monday, November 20 from 6:00-7:00 p.m. (After Hours)**
➤ **Thursday, November 30 from 9:00-10:00 a.m.**

OKLAHOMA
Arts Sector
ARPA Grants