



SFCA American Rescue Plan (ARP) Recovery Grant

What is the SFCA ARP Recovery Grant?

The National Endowment for the Arts provided funds received from the American Rescue Plan to the State Foundation on Culture and the Arts (SFCA) to distribute to the arts and culture community throughout the State of Hawai'i.

The SFCA ARP Recovery Grant is a one-time grant open to eligible non-profit 501(c)3 arts and culture organizations in Hawai'i.

What is the amount the organization may request?

The grant request amount is \$15,000 and, if awarded, is the amount the organization will receive. There is no match requirement.

Who is eligible and what are the requirements?

- Eligible nonprofit arts organizations impacted by the COVID-19 pandemic.
- Active DUNS Number

Applicants are subject to meeting the State of Hawai'i Chapter 9 eligibility requirements and policies established by the State Foundation on Culture and the Arts.

The following eligibility documents must be submitted to the Intent to Apply:

- Tax-exempt status letter from the Internal Revenue Service
- Copy of the organization's bylaws and/or policies which must include:
 - a. A description of how business is conducted
 - b. A prohibition against nepotism; and
 - c. Procedures for managing potential conflicts of interest situations
 - d. A statement from the organization affirming that it has a governing board whose members have no material conflict of interest and serve without compensation.
- Statement on letterhead identifying the authorized signatory(s) as indicated per their bylaws. Must include the authorized signatory(s) name, title, and email address.

The following requirements will be certified by the organization in the application.

1. The organization has not been suspended or debarred from receiving federal funds
2. The organization has Section 504 on file

[What is Section 504?](#)

As part of the Rehabilitation Act of 1973, Congress passed Section 504, which provides for equal opportunity to enter facilities and participate in programs and activities. **Link:** [Civil Rights Office- Section 504 Workbook](#)

Who is not eligible to apply?

- Individuals
- For-profit organizations
- Fiscally sponsored nonprofit organizations
- Government agencies
- Universities

What are the allowable expenses?

The allowable expenses for the SFCA ARP Recovery Grant are established by the National Endowment for the Arts. The grant is intended to support day-to-day business expenses/ operating costs and is limited to any or all of the following:

1. Salary Support, full or partial, for one or more staff positions
2. Fees/stipends for artists and/or contractual personnel to support the services they provide for specific activities
3. Facilities costs:
 - Rent/ mortgage (principal only; interest payments are not allowable)
 - Utilities: electric, phone, gas bills

Nonallowable expenses:

 - Upgrades to HVAC, ventilation systems, or other renovation/constructions costs
 - Costs related to home offices
4. Costs associated with health and safety supplies for staff and/or visitors/audiences **e.g.**, personal protective equipment (PPE), cleaning supplies, hand sanitizer, hand sanitizer dispensers, plexiglas partitions, etc.

Nonallowable Expenses:

 - Equipment
5. Marketing and Promotion Costs
The expenses incurred to market the organization and/or project/program and the expenses incurred to promote.
Marketing- Examples: print ads, online, radio & television commercials, marketing agency, brochures, etc.
Promotion: Examples: Social Media, interviews, podcast interviews, etc.

Nonallowable Expenses

 - Marketing & promotion costs associated with giveaways, prizes, intensitive, gifts, etc.

What is the process to apply and how will the applications be reviewed?

The SFCA utilizes the grants management platform, GO Smart. The SFCA grant programs are managed through [Hawai'i GO Smart](#). If the organization does not have a profile on Hawaii GO Smart, one must be created to submit an Intent to Apply and complete an Application. Please contact the SFCA grants team to check if your organization has a profile before creating one.

Step One: Eligible nonprofit arts organizations must submit their eligibility documents, as outlined on page one, to the Intent to Apply. The submitted documents will be reviewed and the organization will be contacted by the SFCA grants team with their eligibility status. If the organization is eligible, access to the Application will be provided. If the organization's documents are incomplete, they will have until the Intent to Apply deadline to submit their eligibility documents.

Note: The Intent to Apply step must be completed first and by the deadline.

Step Two: Complete the Application

If there are any questions regarding the application, please contact the SFCA Grants Team at SFCAGrants@hawaii.gov.

Note: A submitted application does not guarantee the organization will receive an SFCA ARP Recovery Grant.

INTENT TO APPLY

Open: June 1, 2021 at 12:01 am
Deadline: July 18, 2021 at 11:59 pm

APPLICATION

Open: July 1, 2021 at 12:01 am
Deadline: July 31, 2021 at 11:59 pm

Step Three: All applications submitted to the SFCA American Rescue Plan (ARP) Recovery Grant will be reviewed by a grant panel in accordance with State Administrative Rules. The grant review panel award recommendations will be presented by staff to the State Foundation on Culture and the Arts Board of Commissioners for approval and organizations will be notified shortly thereafter. Grant awards are contingent upon available funding.

GRANT IMPLEMENTATION PERIOD

This is the time frame the organization has to expend the grant award for the SFCA ARP Recovery Grant.

Organizations without an active SFCA grant contract as of September 1, 2021

Grant Implementation Period: October 1, 2021 through November 31, 2021
Final Report deadline: December 31, 2021

Organizations with an active SFCA grant contract as of September 1, 2021

Grant Implementation Period: April 1, 2022 through May 31, 2022
Final Report deadline: June 30, 2022

***State Administrative Rules- (§3-94-1) only permit organizations to have one contracted grant at a time. If an organization is awarded a Biennium Grants FY 2022 grant, the project must be completed and the Final Report submitted by February 28, 2022. If the organization is unable to complete its project and submit its Final Report by February 28, 2022, the organization will not be eligible to contract and receive the SFCA ARP Recovery Grant.**