Requests for alternative formats of these guidelines {large print, braille, ASL, etc) can be sent to the IAC's accessibility coordinator Stephanie Haines at shaines@iac.in.gov

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FY22 Arts Organization Support, Levels I and II

Region 12 – Washington, Scott, Jefferson, Crawford, Harrison, Floyd, and Clark Counties

About Arts Organization (AOS) Support:

Arts Organization Support grants provide annual operating support for the ongoing artistic and administrative functions of eligible arts organizations during the grant period in alignment with the IAC public Funding Imperatives (https://www.in.gov/arts/programs-and-services/funding/funding-imperatives/). The IAC is funded by the Indiana General Assembly and the National Endowments for the Arts, a federal agency. On behalf of the people of Indiana, the IAC advocates engagement with the arts to enrich the quality of individual and community life.

About the AOS Fiscal Year 2022 Program:

To say arts organizations are important public assets to our communities and state is an understatement. They bind us together, preserve our history, reflect who we are, and inspire our future. They also catalyze community, economic development, and quality of life, all of which contribute to the overall resiliency and sustainability of our state. Right now, in these unprecedented times, arts organizations are striving to survive – they're reinventing, adapting, or simply hibernating until it's safe to come back to full public presence.

The Indiana Arts Commission recognizes its important role in helping ensure these public assets persevere. Like those we serve, we too are reinventing and revisioning to meet the needs of our sector and state. As such, we have adjusted our Arts Organization Support program to responsibly respond to today's times.

Letter of Intent – AOS I Only

Organizations that have not been funded in this program before or were funded **prior** to FY2016 (July 1, 2015 – June 30, 2016), must complete a **Letter of Intent (LOI) in the online system by January 19, 2021, 4:30PM EST to be eligible for AOS I funding**. Applicants must receive a Notice of Eligibility via email, to apply to this program. New applicants will not be considered for the AOS II program in FY22.

What's New:

- This program is open to:
    - Current (FY21) grantees of the AOS I and II program, and
    - New applicants to the AOS I program
- The FY22 application is abbreviated and streamlined to one that seeks to understand the applicant organization's current operational activity and resiliency.
- A conflict-free panel will review applications using "yes", "no", "yes with required modification" to reflect the streamlined application process. Applications will be evaluated based upon Organizational Resilience (see "Panel Review Process" section for detail.)
- Grant Award Amounts:
    - Current (FY21) AOS grantees recommended for funding will be awarded funding based upon their current funding award and category.
    - New AOS I applicants recommended for funding will be awarded based upon their submitted financials, and not to exceed the highest AOSI award amount in their respective region.
- Evaluation Process
    - Initial eligibility and resiliency assessment by IAC staff
        - Application information and eligibility review by staff/Regional Partner
        - IAC grant history
        - Accurate and on-time completion of requested or submitted information
    - Public panel evaluation/scoring
        - Panelists will review applications reflecting the streamlined application process. Applications will be evaluated based upon Organizational Resilience and for Merit Award consideration (see "Panel Review Process" section for detail).
        - Merit Award Funding
            - In FY22 only, organizations that choose to respond to the optional "Extraordinary Effort" narrative question in the application will be considered for a small merit award. The goal of this opportunity is to recognize the great work organizations are doing to provide public benefit despite historic odds.
- Two-Year Funding Eligibility:
    - Applications with a majority "yes" review and high scoring resiliency assessment will be recommended for two-year funding:
        - Two-year funding designees must have their FY22 final grant report and FY23 plan approved to receive second-year funding. The FY23 amount is not guaranteed to be the same as FY22, and will be reflective of current conditions.
        - FY23 planning must address FY23 IAC funding priorities (community engagement and IDEA - inclusion, diversity, equity and access).
- Mid-year Follow-up Form - Depending on the resiliency assessment score, a mid-year follow-up form may be required of grantees.

What's Not New

While we're streamlining our efforts, IAC continues to be deeply committed to:

- Community engagement and IDEA (inclusion, diversity, equity and access) priorities; and
- A transparent, public-facing decision-making process.

Grant Process Timeline	***All times Eastern Standard Time***
Grant Period	July 1, 2021 - June 30, 2022
Applications Open	January 4, 2021
Letter of Intent to Apply Due (AOS I Only)	January 19, 2021, 4:30 p.m. eastern time
Eligibility Notifications Sent to LOI Applicants	Week of January 27, 2021
Deadline to request draft application review	February 22, 2021
Application Due	March 4, 2021, 4:30 p.m. eastern time
Award Notification	Early July 2021
First Payment (75%)	September - October 2021
Final Grant Report Due	July 13, 2022, 4:30 p.m. eastern time
Second Payment (25%)	July - August 2022

Before applying, review the following:

- Important things to consider before applying (https://www.in.gov/arts/programs-and-services/funding/consideration/); and
- Requirements for organizations (https://www.in.gov/arts/programs-and-services/funding/requirements-of-grant-recipients).

Applicant Eligibility Requirements

Applicant must meet all of the following eligibility requirements:

1. Be an organization whose primary purpose is arts producing, promoting, presenting service or teaching organization as demonstrated by:
    a. Significant evidence that it is viewed as an arts organization by its community;

   b. Arts as core purpose, mission, and focus. The organization's Articles of Incorporation and/or Bylaws must reflect this core purpose;
   c. The majority of public programs are arts programs and occur with regular, scheduled frequency throughout the (non-pandemic) year;
   d. Facility space (indoor and/or outdoor) is utilized predominantly as arts production or arts activity space (as applicable);
   e. A proportionate amount of operating budget is allocated to direct arts programs and services;
   f. Provide significant, verifiable arts education-focused programming.

2. Be an active private, nonprofit tax-exempt organization with either 501(c)(3) status from the Internal Revenue Service (IRS) OR be an Indiana public entity (part of city or county);
3. Organizations whose primary purpose is educational or instructional e.g., schools, universities, colleges, etc. are ineligible;
4. Any organization whose sole or primary purpose is to fundraise (e.g., "friends of" groups, foundations, etc.) is ineligible;
5. Entities that receive state-level operating support or non-project support directly from the Indiana General Assembly are ineligible. This includes any line items/support or contributions from the state within the organization's operating, facility, or other budgets or the organization being part of a larger state.
6. Must be physically located in Indiana, have an address in the region to which the organization is applying, with the majority of its arts programming, services, or activities taking place in Indiana, and must primarily serve and engage Indiana audiences and participants;
7. Before applying to the Arts Organization Support, Level I grant program for the first time:
   a. must have at least three consecutive years of 501c3 operating history (including documented financial history for past three fiscal years) as an Indiana-based arts organization; and,
   b. be formally approved to apply by the IAC through the Letter of Intent (LOI) process.
8. Must have a governing body that is representative of the organization's service area;
9. Must annually implement program planning and evaluation processes with input from the community to be served;
10. All grant recipients must provide a match for every dollar provided by the Indiana Arts Commission with one dollar of the organization's own funds. The match can include in-kind, but at least 50% of the match must be cash. The cash match can constitute funds from the applicant organization's budget;
11. Must have a DUNS number that reflects organization legal name and current physical address;
12. Must not have any outstanding Final Grant Reports due to the Indiana Arts Commission or the Regional Arts Partner;
13. Must comply with all federal, state, and local laws and ordinances, including but not limited to those that prohibit discrimination on the basis of race, color, national origin, gender, sexual orientation, age, or disability; and,

14. An organization may apply for only one Regional Initiative Grant (APS, AOS I, or AOS II) in the same fiscal year. This includes an organization's "friends of" or "foundation" arm; and,
15. If an organization is approved for two-year funding (FY22-FY23), grantee must submit a final grant report and FY23 plan approved to receive second-year funding. The FY23 amount is not guaranteed to be the same as FY22.

Eligible Expenses

Funds awarded by the IAC may be used to support the following:

- Salaries;
- Administrative fees;
- Artists' fees;
- Staff development and training;
- Space and equipment rental;
- Promotional costs;
- Personnel and production costs, and supplies needed to support the programming activities; and,
- Fee subsidies to presenting organizations that wish to purchase the grantee's services.

Ineligible Expenses

Funds awarded by the IAC may not be used to support any of the following:

- Cash reserves; deficit reduction, or deficit elimination;
- Events in private dwellings or other locations not open to the general public;
- Consumable supplies and materials;
- Capital acquisitions (purchase of artwork, etc.), equipment, restoration, or new construction of buildings;
- Capital expenditures;
- Travel outside the United States;
- Indirect costs or underwriting for ongoing residencies or curricular programs in degree-Granting colleges and universities;
- Projects to be delivered outside the State of Indiana;
- Project expenses outside the grant period;
- Activities that are solely for the purpose of fundraising;
- Resale items purchased to sell (concessions and promotional merchandise);
- Private functions, religious services, lobbying activities, or any non-public activity; and,
- Costs of entertainment, including amusement and social activities such as receptions, parties, galas, dinners, etc., and any associated costs including catering, alcohol, planning, staffing, supplies, etc. are unallowable.

Draft Application Review

Draft reviews by Regional Arts Partners are only available to first-time applicants and organizations who are not currently receiving funds from the IAC. Reviews are only for general feedback and suggestions around application completeness and clarity and does not guarantee funding. A review may be requested by emailing the Regional Arts Partner at any time the applicant feels their application is complete. Reviews will be done in the order requests are received, and **the deadline to request a draft review is February 22, 2021.**

Application Submission Deadline

The application deadline is March 4, 2021 4:30 PM (EST). Late applications will not be accepted. Please note, no changes can be made to the application following the deadline.

Panel Review Process

All applications receive an initial review by the Regional Arts Partner to ensure that all required information was submitted, and that the application is eligible for panel review. If any discrepancies are found (such as incomplete answers or uploads), the application may be deemed ineligible to move forward to panel review.

Each eligible application will be reviewed and evaluated by a conflict-free panel of field professionals.
The panel review will take place online in April, will be open to applicants and the public for observation only, and will be recorded. Applicants my observe the panel review online but cannot lobby or address the panel on behalf of their application before, during, or after the panel meeting. The panel date, time, and registration information will be posted on the RAP and/or IAC website at
https://www.in.gov/arts/programs-and-services/funding/arts-organization-support/

Panelists will assess the applicant's **Organizational Resiliency** based upon the extent to which the organization demonstrates it is operating, and will continue to operate, during the funding period. Organizations must, at minimum:

- Hold regular board meetings
- Conduct ongoing planning (e.g. reopening, strategic, program)
- Continue operations (with or without public programming)
- Continue regular communication with constituents and supporters
- Advance the art form
- Provide the following financial information:
    - Projected income and expenses for current year
    - Financial statement from most recently completed fiscal year

Panelists will evaluate applications based upon a Yes, No, Yes with Required Modifications evaluation process.

- No = do not recommend for funding
- Yes = recommend for funding
- Yes = recommend for funding with required modification(s)

If an organization is recommended for funding with required modification(s), applicant will provide support information for staff review and approval prior to contract. Panelists will recommend to the IAC information the applicant will need to provide for funding eligibility.

Merit Award Consideration

In FY22 only, organizations that choose to respond to the optional "Extraordinary Effort" narrative question in the application will be considered for a small merit award. The goal of this opportunity is to recognize the great work organizations are doing to provide public benefit despite historic odds.

To be eligible for the award, organizations must demonstrate extraordinary commitment or innovation in:

1. Delivering arts experiences to Indiana citizens in new, virtual, or in-person formats in response to their input; and,
2. Building meaningful relationships with residents and community partners to provide artistic experiences for *underserved communities. **(Underserved communities are defined as people lacking access to arts programs, services, or resources due to isolated geographic location, low income, age, race/ethnicity, cultural differences, disability, or other circumstances substantiated by the applicant.)*

Panelists will review and score the merit award section based upon the above criteria for a maximum score of 50 points. A small amount of additional funding will be distributed in all categories (AOSI, AOSII, AOSIII) with priority given to organizations with a budget of less than $250,000.

Grant Award Determination

Following the panel meeting, a Commission-approved funding formula will be applied that takes into consideration the number of eligible applicants and available funds to determine specific grant award recommendations. Applicants do not request a grant amount. The award amount will be based on the FY21 award for current grantees, or the average of the applicant's last two fiscal years prior to March 1, 2020 of total cash income minus unusual or unexpected funding (e.g. $1 million dollar grant award). The award cannot exceed 20% of the new applicant's two-year cash operating income average. These completed cash financial statements must have been approved by the organization's Board of Directors.

- In the most recent grant cycle, organizations with budget sizes up to $249,000 (AOSI) received a grant award between $2,000-$7,000.
- In the most recent grant cycle, there were no organizations with budget sizes between $250,000-$1,000,000+ (AOSII).

The Indiana Arts Commission will review and ratify the grant awards at its June quarterly business meeting. Commission meetings are open to the public for observation and may be recorded. All applicants will be notified after the Commission meeting.

Ready to apply? Only applications submitted online will be accepted, except in the case of ADA accessibility accommodations. To access the application in the online system, visit http://www.in.gov/arts/apply.

Contact Information The IAC welcomes applications from people with disabilities. For accessibility accommodation requests, contact Stephanie Haines shaines@iac.in.gov or 317-232-1274. For technical concerns with the online system, contact Deanna Poelsma at dpoelsma@iac.in.gov or 317-232-1278.