



OKLAHOMA
Arts Sector
ARPA Grants



Program Guidelines

Eligibility Verification Deadline: October 31, 2023

Application Deadline: December 15, 2023

In spring 2023, a transformational \$10 million investment of state American Rescue Plan Act (ARPA) funding for Oklahoma's arts and cultural sector was overwhelmingly advanced by the Oklahoma State Legislature and approved by the Governor. Submitted by the Oklahoma Arts Council in collaboration with regional partners Allied Arts OKC and Arts Alliance Tulsa, the proposal was designed to boost the rebuilding of the sector across all 77 Oklahoma counties while catapulting it forward as an asset for developing creative workforce and strengthening the economy. Made possible through the \$10 million investment, Oklahoma Arts Sector ARPA Grants are one-time grants available to 501(c)(3) nonprofit organizations with arts programming.

Program Objectives

- **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

Overview

Eligibility Verification Period: October 2, 2023 – October 31, 2023 at 5:00 p.m. CDT

Application Period: November 1, 2023 – December 15, 2023 at 5:00 p.m. CDT

Grant Amount: A combination of funding for financial loss from the pandemic and funding for ongoing and new allowable expenses (capital upgrades, operations, salaries, artist and other contract fees, training, and marketing). See below for details.

Who Can Apply?

Applicant organizations must:

1. Must have been in existence as of February 15, 2020; AND
2. Be an Oklahoma-based 501(c)(3) nonprofit organization 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 SAM Unique Entity Identifier (UEI) and eligible to receive federal support (organizations and individuals supported by this funding cannot be listed under the SAM Exclusions federal debarred or suspended list); 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.

What Expenses Are Allowable?

Funding will consist of:

- **Negative Financial Impact:** A portion of an organization's award amount may be based on the reported negative financial impact from 2020-2022 (loss of revenue and/or increase in expenses). This funding is meant to replace funds previously lost. Awarded funds must be expended in compliance with the Oklahoma Arts Sector ARPA Grant Terms and Conditions.

AND/OR

- **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 such as creation of strategic plans, succession and employee retention planning, and leadership and business practice training
 - Marketing and promotional expenses to expand arts opportunities and reach new audiences
 - Development of new or expanded arts programming such as services for arts education and arts engagement programs, in-person arts programs that expand access, and virtual/hybrid arts programming

Organizations receiving funds for ongoing and new allowable expenses will be considered subrecipients of ARPA State and Local Fiscal Recovery Funds and will be required to comply with all federal and state purchasing and operational requirements. They will also be required to provide additional reporting for all expenses and activities that fall under the grant award. See the Oklahoma Arts Sector ARPA Grant Terms and Conditions for full requirements and cost principles.

Unallowable expenses include contributions to endowments, debt repayment, subgranting, duties or expenses related to fundraising and/or lobbying, activities or expenses that may advance or inhibit any religious belief, events that are not open to the public, cash prizes or awards, and hospitality expenses (i.e., food, drink, receptions, parties, galas). Please refer to the Oklahoma Arts Sector ARPA Grant Terms and Conditions for full cost principles.

Organization Arts Operating Budget (during negative financial impact period)	Estimated Average 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

Grant Process

1. Create a user account in the grant portal
2. Submit organization information and documents for eligibility verification by the published deadline
3. If eligibility is verified, complete and submit an application by the published deadline
4. Application is reviewed by Oklahoma Arts Council, Allied Arts Oklahoma City, and Arts Alliance Tulsa
5. Award notification (if the project is selected for funding)
6. Authorizing Official accepts grant contract
7. Grant payment is processed
8. Primary Contact submits reporting requirements as required

How to Apply

Step 1: All applicants will need to create a user account in the grant portal. This process may take up to three business days. Once you receive your login information, you will need to log in to the system and submit your organization's information and documents for eligibility verification by 5:00 p.m. on October 31, 2023. All organizations must upload all of the following documents:

- IRS 501(c)(3) Determination Letter
- Full IRS Form 990
- Oklahoma Certificate of Incorporation with Articles of Incorporation
- Board-approved Bylaws

If you have questions, please contact the grants office at 405-521-2040 or grants@arts.ok.gov.

Step 2: If your organization's eligibility is verified, you will be able to log in and complete the grant application. The application period opens November 1, 2023, and closes December 15, 2023.

Office Hours on Zoom

Oklahoma Arts Council grant staff will be available on Zoom during special "office hours" to answer questions related to Oklahoma Arts Sector ARPA Grants. Join at any time during the following hours:

- Friday, October 20, 11:00 a.m. to 12:00 p.m.
- Friday, October 27, 10:00 to 11:00 a.m.
- Thursday, November 9, 2:00 to 3:00 p.m.
- Monday, November 20, 6:00 to 7:00 p.m. (after hours)
- Thursday, November 30, 9:00 to 10:00 a.m.
- Monday, December 11, 10:30 to 11:30 a.m.

Office Hours link: <https://zoom.us/j/2584404955>

Grant Funding Priorities and Review Criteria

Oklahoma Arts Sector ARPA Grants are competitive. Funding priorities include: 1) arts-focused nonprofit organizations, 2) rural-based nonprofits that provide arts education and arts access, and, 3) organizations that serve geographically isolated areas, underresourced communities, and/or underrepresented groups by providing quality arts access and arts experiences to their communities.

The grant review panel will consider the following review criteria when evaluating applications. Additional consideration may be given to applications and organizations aligning with grant funding priorities.

- Arts-focused nonprofits: Organizations with an arts-based mission that is clearly outlined in the organization's most recently filed and signed IRS 990 form and/or in their most recent board-approved strategic plan. At least 51% of the organization's annual budget and programming must be dedicated to artistic disciplines and/or service.
- Rural and underresourced communities: Geographically isolated (rural) and/or vulnerable communities that have been disproportionately impacted by the pandemic.
- Demonstrated need for funds due to loss of revenue and organizational needs that have resulted directly from the COVID-19 pandemic (allowable expenditures outlined below).

Frequently Asked Questions

Q. What types of artistic disciplines can be supported?

A. The Oklahoma Arts Council uses artistic quality as one of its review criteria for grants. Artistic disciplines include, but are not limited to, music, theatre, dance, literary arts, media arts, visual art, and public art. If you have questions about the eligibility of your project, please contact the Oklahoma Arts Council Grants Office.

Q. My organization is currently receiving funding from Oklahoma Arts Council grants. Do I need to create a new account and complete the eligibility verification process?

A. Yes, all organizations applying for an Oklahoma Arts Sector ARPA Grant will need to create a user account in the grant portal and submit organization documents and information for eligibility verification. Only verified organizations will be able to submit an Oklahoma Arts Sector ARPA Grant application.

Q. Can we purchase a sound system, instruments, or electronic devices with this grant?

A. Yes.

Q. How can I update my organization's Primary Contact or Authorizing Official?

A. Contact the Grants Office at grants@arts.ok.gov.

Grantee Requirements

If selected for funding, grantee organizations must comply with all requirements as outlined in the Oklahoma Arts Sector ARPA Grant Terms and Conditions, grant contract, and grant program guidelines, including but not limited to the following:

- Signed electronic grant contract by the deadline specified in the award notification email
- Updated contact, mailing, and payment/banking information
- Thank you letters to your organization's state senator and state representative in the Oklahoma Legislature.
- Invitation(s) to your organization's state senator and state representative for your programs that are supported by Oklahoma Arts Sector ARPA Grant funds
- Timely submission of required reports
- Retention of all financial records (including invoices and receipts) related to the grant award for seven years

Who to Contact for Help

If you have questions about the grant program and are an Allied Arts OKC member/supported agency, contact:

Jennifer Bryan, Campaign & Grants Director

jennifer.bryan@alliedartsokc.com

(405) 278-8944

If you have questions about the grant program and are an Arts Alliance Tulsa member/supported agency, contact:

Chad Oliverson, Marketing Director and Community Partnerships

chad@artstulsa.org

(918) 813-0101

If you have questions about the grant program and are not supported by Allied Arts OKC or Arts Alliance Tulsa, contact:

Thomas Tran, Grants Director

thomas.tran@arts.ok.gov

(405) 967-3290 (cell) | (405) 521-2041 (office)

Out of office September 20-October 16

For questions about grant system access, contact:

Martyna Sandoval, Grants and Programs Associate

martyna.sandoval@arts.ok.gov

(405) 521-2040 (office) | (405) 239-0257 (cell)

For questions about managing your grant award, contact:

Thomas Tran, Grants Director

thomas.tran@arts.ok.gov

(405) 967-3290 (cell) | (405) 521-2041 (office)

Out of office September 20-October 16