



CITY OF SAN ANTONIO DEPARTMENT OF ARTS & CULTURE

American Rescue Plan Act (ARPA) Spending Framework ARPA 4 Arts

Background

The COVID-19 pandemic immediately devastated San Antonio's creative economy, causing organizations and businesses that house artistic programming to shutter their doors, cancel performances and exhibitions, cut budgets, and reduce personnel. This ultimately impacted individual artists, who lost jobs and gigs due to these cancellations, budget cuts, and closures. San Antonio's creative economy job loss during the pandemic was 18%.

On February 3, 2022, City Council allocated \$5 million in American Rescue Plan Act (ARPA) funds to the arts. Using the ARPA Final Rule categories of impacted households and impacted industries, which aids industries in the travel, tourism, and hospitality sector and employment losses of more than 6%, the Department of Arts & Culture will manage an ARPA 4 Arts Grant Program for individual artists and nonprofit arts organizations to help them thrive beyond the pandemic.

Grant Eligibility

Applicants must meet the following criteria to be eligible for the ARPA 4 Arts Grant Program.

Individual Artists:

- Gig workers and independent contractors.
- Limited to artists who live in the San Antonio city limits.
- Must be a professional artist that derives a portion of their income from independent contractor artistic activity as of May 31, 2019.
- Must be a professional artist that has a portfolio which includes published or publicly displayed works.

Nonprofit Arts Organizations:

- San Antonio Based IRS recognized 501(c)3 tax-exempt nonprofit in "good status" as a nonprofit corporation and up to date with IRS 990 filings.
 - The Department will validate whether the organization has a current, valid 501(c)3 status with the Texas Secretary of State (SOS). Through this validation, the Department will determine whether the nonprofit is listed as inactive or has not renewed its documentation with the SOS or whether they have forfeited, voluntarily or involuntarily dissolved, or terminated their existence.
- Must have been in existence and actively producing programs that are open to the public in the City of San Antonio for a minimum of three years. Membership only organizations are not eligible.
 - The Department will use articles of incorporation and IRS 990s to ensure the agency was established prior to May 31, 2019.
 - A Review panel will check website for mission and public programming.
- Must be an arts and cultural business whose mission and actual operations (as articulated within its mission statement) is primarily the creation, education, preservation, presentation of arts or cultural programming; and be the primary presenter / producer of the work and responsible for all aspects of its provision to the community. Applicants are not allowed to be fiscal sponsors.
 - The Department will use articles of incorporation to ensure that nonprofit was established with the primary purposes listed above.
 - The Department will verify that the actual operations of the nonprofit fit within the arts and culture mission and that the nonprofit is the primary presenter / producer.
 - The Department will review the nonprofit's mission on GuideStar and their website to ensure that they match and provide this information to the Review Panel.
 - A review panel will determine if a nonprofit qualifies as Culturally Specific.
- Must have at least one paid staff person who will be designated as administrator of the grant funds.
 - The Department will check this through IRS 990.

Grant Awards

Individual Artists:

- The total amount allocated for individual artists is \$1,000,000.
- Grants will be awarded in the amount of up to \$7,500 per artist.

Nonprofit Arts Organizations:

- The total amount allocated for nonprofit arts organizations is \$4,000,000.
- ARPA 4 Arts Grant Program allocations will be distributed to eligible nonprofit arts small businesses based on the funding scale outlined in the Evaluation & Award Process Section.

Plan Components

COVID-19 Impact	Programs / Strategies	Equitable Outcomes	Performance Indicators	Amount
<ul style="list-style-type: none">• Arts nonprofits & artists were disproportionately impacted by COVID-19• The Arts experienced financial hardships from revenue losses• 18% decrease in employment• 16% decrease in creative economy	<ul style="list-style-type: none">• Develop grant program for arts nonprofits & artists• Support nonprofits' operational costs, strategic planning & COVID-19 mitigation• Support artists' housing/living expenses, professional development, & artistic career	<ul style="list-style-type: none">• Disproportionally impacted communities prioritized in funding policy• Arts agencies & artists thrive beyond the pandemic• Residents & visitors connected & engaged with local artists & arts programming• San Antonio's reputation as a top arts & tourist destination reinforced	<ul style="list-style-type: none">• At least 133 artists will receive grants• At least 40 nonprofit arts organizations will receive grants• 100% of grant funding will be disbursed by December 2024 & spent by December 2026• 75% of nonprofits receiving grants are more financially resilient as a result• 50% of artists receiving grants created new works and performances	\$5M (\$4M for Arts Nonprofits; \$1M for Artist)

Evaluation and Award Process

The Department will utilize the [SanAntonioGoSmart](#) grant platform to administer the ARPA 4 Arts grant opportunities for nonprofit arts organization and individual artists. All completed applications will be reviewed for eligibility. Each application will be reviewed and deemed eligible or ineligible by a Review Panel which could include the San Antonio Arts Commission (SAAC), SAAC Committees, Department of Arts & Culture staff, and industry experts. Once eligibility is determined, eligible applicants will be awarded funding based on the criteria outlined below.

Individual Artists:

Equitable Points System	
Category	Eligibility Requirement or Points
San Antonio Resident	Eligibility Requirement
TIN or SSN	Eligibility Requirement
1040 filed	Eligibility Requirement
Statement of work as an independent professional artist. To Qualify - Must meet the following criteria: <ul style="list-style-type: none"> • At least three years of relevant work experience, or has received specialized training in your artistic field, such as a degree or certification • Derives a portion of individual earned income from your artistic practice or areas related to their field or demonstrates a clear investment of time and resources into the creation of new works. • Has a professional portfolio that includes published or publicly displayed works. 	Eligibility Requirement
Annual Income Range	Up to 30 points
% Income from Artistic Activity	Up to 30 points
Equity Atlas Score	Up to 10 points
Diversity, Equity & Inclusion (Gender, LGBTQIA+, Racial/Ethnic Classification)	Up to 15 points
Veteran	5 points
Disabled	5 points
Did not receive SA CARES 4 Art Grant	5 points

1. The top scoring artists will receive a grant up to \$7,500. All artist grants may be reduced at the same rate in the event a tie places more than 133 artists in the top scoring applications or if there is insufficient funding to provide \$7,500 grants. If all funding is not allocated in the first grant cycle, the Department may open the application for an additional grant cycle.
2. All artist grant recipients will receive a one-time distribution of funding and must agree to follow the requirements outlined in the Grant Reporting Requirements Section.

Nonprofit Arts Organizations:

Nonprofit Arts Business Size ¹

Budget	Range	Max Award *
\$ 50,000	to \$ 200,000	12.0%
\$ 200,001	to \$ 500,000	11.0%
\$ 500,001	to \$800,000	10.0%
\$ 800,001	to \$1,000,000	9.0%
\$ 1,000,001	to \$2,000,000	8.0%
\$ 2,000,001	to \$3,000,000	7.0%
\$ 3,000,001	to \$6,000,000	4.0%
\$ 6,000,001	to \$ 8,000,000	3.0%
\$ 8,000,001	to \$15,000,000	2.0%
Over \$15,000,000		Not eligible

**In keeping with the City's Cultural Equity Policy, Culturally Specific nonprofit arts businesses' max award percentage will be increased by an additional 20% of the qualifying organizations' average operating expense included in the original application up to a maximum of \$150,000.*

1. **Nonprofit Arts Organization Size** will be based on average of the last three years of IRS 990s in GuideStar at <https://www.guidestar.org/search> at the time of application (Line 18 - expenditures).
2. **Culturally Specific Nonprofit Arts Organizations** are defined as organizations whose specific mission as posted in GuideStar and verified on their website that their actual programming has a specific focus to promote, preserve and enhance the identity and character of one of the following specific cultures:
 - a. Women
 - b. *African Americans*: Persons with origins in any of the black racial groups of Africa.
 - c. *Hispanic-Americans/Latinx*: Persons of Mexican, Puerto Rican, Cuban, Spanish or Central or South American origin.
 - d. *Asian Americans*: Persons having origins in any of the original peoples of the Far East, Middle East, Southeast Asia, Indian subcontinent or Pacific Islands and any other region of the Asian continent.
 - e. *Native Americans*: Persons having origin in a recognized Native American Tribe.

**Culturally Specific nonprofits are not designated based on their audiences, customers, and clientele. To qualify as a Culturally Specific nonprofit arts business, the leadership (Executive Director and Board Chair) of the Culturally Specific nonprofit business must demographically represent the specific culture identified.*

3. Nonprofit arts organizations that do not have a current grant from the City will be treated as "new" and funding will be limited to one half of the funding in the scale in which they qualify.
4. If amount of funding is insufficient to meet amounts listed above, all arts nonprofit grants will be reduced at the same rate. However, if additional funding is made available subsequent to the initial award, nonprofits may receive additional funds.
5. All nonprofit grant recipients will receive a one-time distribution of funding and must:
 - f. Submit an expenditure plan which includes categories, amounts and a timeline for expenditures upon contract initiation.
 - g. Follow the requirements outlined in the Grant Reporting Requirements Section.

Eligible Uses of Funds

In accordance with U.S. Department of the Treasury’s guidance, eligible uses of funding for the ARPA 4 Arts Grant Program include:

Nonprofits:

- Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations, and maintenance of existing equipment and facilities
- Technical assistance, counseling, or other services to support business planning
- COVID-19 mitigation and infection prevention measures

Individual Artists:

- Housing/Living Expenses
- Professional development, including training and classes
- Support of artistic career, including equipment, materials, rent and rental fees, studio spaces, and collaborating artist fees

Grant Reporting Requirements

Grant recipients must keep detailed records of receipts for expenditure of grant funds, and staff and payroll records. Grant recipients are required to comply with all grant requirements and maintain all records in accordance with City, State & Federal Regulations and Guidelines.

Artist grant recipients will be required to complete follow-up surveys and submit a final report within one year of receiving the grant. Nonprofit grant recipients will be required to complete follow-up surveys after grants are awarded through December 2026, the date by which all expenditures must be made, or when all expenditures using grant funding are made, whichever comes first. Nonprofit grant recipients will be required to submit a final report once all expenditures using grant funding are made.

Data collected through surveys include, but are not limited to:

- Plans for grant funding, including how much is allocated for each expenditure category and when funding will be spent
- How grant was used and how much was used in each expenditure category
- Any successes, including resiliency of organization and creation of new artworks, as a result of funding
- Any staff, artists or contractors supported as a result of funding

Program Timeline

Grants for both individual artists and nonprofit arts organizations will be run on the same timeline.

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| • June 29, 2022: | Application open period |
| • July 27, 2022: | Deadline for questions pertaining to the application |
| • July 29, 2022: | Application closes |
| • August 2022: | Review period and selection |
| • September 2022: | San Antonio Arts Commission approves funding allocations |
| • September 2022: | City Council approves funding allocations |
| • September 2022: | Award notification period begins |
| • September – October 2022: | Contract initiation and funds disbursement begins |
| • October 2022 – December 2026: | Contract monitoring and surveys/final report collection |

Restrictions on Communication

In accordance with §2-61 of the City Code, interested applicants are prohibited from communication regarding the ARPA 4 Arts Request for Applications (RFA) with City Officials, Employees, and members of the San Antonio Arts Commission from June 29, 2022, until the date proposed awards are approved by City Council. Exceptions to this restriction are outlined below in the Available Help Section.

Available Help

Questions from Applicants may be submitted to the ArtsFunding@SanAntonio.gov by email no later than 5 p.m. on July 27, 2022. We will respond to questions within two business days and Frequently Asked Questions with responses will be posted on the Grant page of the Department of Arts & Culture's website at <https://SanAntonio.gov/ArtGrants>.