

# COVID-19 Fund for Artists

DEADLINES:

**Applications accepted on a rolling basis until funds have been exhausted**

*As of May 6, 2020*

## **PURPOSE:**

Emergency relief for artists to address the needs and financial impacts of COVID-19. Using the current Covid Relief grant process, which is an online application form, the Arts Council will send out notices to over 600 artists on the registry, all of the newsletter subscribers and email blasts to grantees. The grant will also be pushed through social media and media partners, including the City of Long Beach communications team.

## **THIS GRANT IS OPEN TO:**

Professional, working Long Beach artists who have had a loss of income due to COVID-19 and arts organizations who have experienced a significant loss of income due to COVID 19.

## **AWARD AMOUNT:**

\$1,000

## **EVALUATION/NEXT STEPS:**

Non-competitive; applications reviewed every Wednesday until funds are exhausted; grant checks disbursed bi-weekly.

## **STAFF CONTACT**

[judy.estrada@artslb.org](mailto:judy.estrada@artslb.org)

To access the online application system, visit:

## COVID-19 (We Create Us) Fund for Artists and Organizations

Emergency relief for artists and arts organizations to address the needs and financial impacts of COVID-19.

We have set up a way for our community to help us continue to support local artists and arts organizations of all disciplines.

### Description

This grant is designed to assist artists and arts organizations of all disciplines with loss of income from COVID-19 as described:

- Recouping financial loss due to cancelled events, including performances, paid speaking gigs, readings, exhibitions, and festival/fairs.
- Offsetting loss of income for teaching artists who are not able to teach during this time due to cancelled lessons/classes and school closures.

### IMPORTANT:

- Funds cannot be requested based on loss of projected advertising revenue on social media/video sites, events/gigs not yet scheduled or booked, or anticipated loss of sales.
- Receipts must be maintained for audit purposes and made available upon request.
- Funding has been authorized for eligible expenditures related to the Project incurred between March 1, 2020 and December 30, 2020. The performance period for this grant is March 1, 2020 to December 30, 2020. All expenditures must be incurred, and all services must be provided within the performance period.

### Who is eligible to apply?

This grant program is for individual artists and arts organizations across disciplines who are struggling to have their BASIC NEEDS met (shelter, food, and medical) due to loss of artistic income from COVID-19. If you have alternate sources of income, a financial safety net, or are able to meet your most basic needs, we ask that you refrain from applying so that we may serve those who are most vulnerable.

Additionally, you must meet the following criteria to apply:

- Are a professional, working Long Beach based artists (age 18 and older);
- Definition:
  - Individuals who devote a significant portion of their time to the creation of personal artwork.
  - The professional artist is likely paid for performances, sells their artwork, or shares their independent body of work with the public on a regular basis.
  - The term "artist" applies broadly across disciplines, including performing, visual, literary, film, fashion and multidisciplinary artists.
- Live in Long Beach or have a business licence or work address in Long Beach.
- Be a member of the Arts Council registry as the time of the application and no later than November 1, 2020
- OR an arts or nonprofit organization of any discipline located within the City of Long Beach who has produced, presented, exhibited or implemented arts education in Long Beach within the last two years and has experienced a significant loss of income due to COVID 19
- Organizations receiving CARES funding from other sources from the City of Long Beach are not eligible to apply.

**NOTE:** Members of groups or artist collectives must apply as INDIVIDUALS as each person's financial situation will vary.

### How often can I apply?

Only one application will be reviewed and only one award will be provided per artist or organization.

### What kind of expenses qualify for this grant?

**Funds will be UNRESTRICTED** and may be used for any of your most pressing needs. Examples include: rent, food and basic supplies, medical expenses, payroll, etc. Again, we ask that artists and organizations who are able to meet their basic needs refrain from applying.

### When are applications due?

Applications open Monday, May 18, 2020 and will be received on a rolling basis – reviews will be completed every Wednesday by staff. Below is a rough timeline. We will continue to communicate about potential closes to the grant program should funds be exhausted.

Applications Open	Monday, May 18, 2020 (will remain open until funds exhausted)
Applications Reviewed by Staff	Applications received by 11:59 p.m. on Tuesday will be reviewed by staff every Wednesday
Applicants Notified	Applications received by 11:59 p.m. on Tuesdays will be notified on the following Thursday depending on number of applications received
Checks Mailed	Grantees notified on Thursday will have checks mailed on the following Thursday, if possible. All paperwork must be received

**NOTE:** All awards are **PENDING AVAILABLE FUNDS**. We are hoping to serve as many artists and organizations as possible during this difficult time, but funding is limited.

### What are the application questions and requirements?

1. Narrative Question (short paragraph answer): *List the lost income source(s) – include the type of lost income (performance, paid speaking gig, readings, exhibitions, festival/fair, and/or teaching artist wages)*

**You MUST** include:

- The specific location/venue of the event(s) cancelled
  - The date(s) of event cancelled
  - The amount of income projected from each cancelled event
    - UPLOAD one of the following:
    - Screenshot of cancellation from website or social media
    - Copy of email or cancellation notice from venue/booker/hiring organization
  - Check box: *“Due to loss of income sources from the COVID-19 response, I need assistance covering basic needs, such as rent/housing, food/supplies, and/or medical expenses.”*
2. Fill in the Blank: *Approximately what percentage of your monthly income comes from your work as an artist?*

3. Fill in the Blank: How many years have you been working as a **PAID** freelance, part-time, or full-time artist?

Please make the above matches the form online

### **AFTER SUBMITTING – NEXT STEPS**

#### Review, evaluation, and selection

Grants are reviewed and approved by staff members. They are non-competitive and are not scored. The applications are evaluated to determine artist eligibility, financial need, and reviewed for accuracy and completeness.

#### Notification Can you also check that this matches the form notifications I set up

Grant approvals are based on reviews and available funding. Applicants who apply by Tuesdays at 11:59

p.m. will be notified by email of the application award status (approved with award amount or declined) on Thursday of the following week. Those who submit after Tuesday at 11:59 p.m. will be notified on the Thursday of the following week.

### **AFTER YOU ARE AWARDED**

#### Grant Agreement

Following the approval of a grant, a grant agreement specifying the terms of the grant will be emailed. To accept the award, review the grant agreement and digitally sign by the date indicated. (Include digital media engagement, promotional thank you, and survey.)

### **CHECKS CANNOT BE MAILED UNTIL YOU SIGN THE GRANT AGREEMENT!**

#### Payments and Checks

Awarded applicants will receive 100% of the amount granted following the receipt of a digitally signed Grant Agreement. Please cash the check promptly on receipt. We will attempt to mail checks on the day after Grant Agreements are signed – please note that there may be unexpected delays.

#### Taxable Income

Grants and awards from the Arts Council for Long Beach are considered taxable income; a form 1099 will be mailed to you for each calendar year you received \$600 or more from Arts Council for Long Beach. We recommend that you consult with your tax advisor to discuss possible tax implications related to grants provided by Arts Council for Long Beach.

#### Final Reports

No final report will be required from grantees, however, by signing the agreement you agree to the assigned tasks of digital media engagement, promotional thank you, and survey.