

Arts Operating Support Grant Program for Individual Artists Guidelines

Program Overview

Artists and arts organizations have been disproportionately impacted by the economic effects of the COVID-19 pandemic due to widespread shutdowns of performances, gatherings for exhibitions and travel and tourism to Las Vegas. In the southern Nevada/Las Vegas community specifically, artists and creative professionals have lost work due to the shutdown of performance spaces at casinos and resorts and the closing of public spaces such as galleries. Overall, the pandemic has impacted a large section of our population.

With support of the American Rescue Plan Act of 2021 and funds allocated to the city of Las Vegas American Rescue Program (ARP), the Department of Parks, Recreation and Cultural Affairs (PRC) will award ARP funds to individual artists and non-profit arts and culture organizations through a competitive grant program. These rescue funds are intended to mitigate financial hardship from the COVID-19 pandemic due to declines in revenue or profits.

Note: Grantees may submit an application for both competitive grant opportunities, but will only be selected for one grant award

Arts Operating Support Grant for Individual Artists (all media/disciplines) – Up to \$25,000

Eligibility

Eligible individual visual artists must:

- Be 21 years or older
- Must be a U.S. citizen or have legal permanent resident status.
- Must be a current Nevada resident to apply or have been a resident one year prior to the pandemic if not in business currently.
- Artists working in collaboration must file a single application with one individual named as the primary applicant.
- Must be a practicing, professional artist with a commitment to their art form that devotes a significant amount of time to the creation of artwork, sells their artwork or shares their work with the public on a regular basis.
- Be incorporated in and currently conducting business in the city of Las Vegas (shown by the address on the artist's federal tax return).
- Artists must possess a city of Las Vegas business license if they have a commercial office and are selling directly to the customers. This includes artists not located in the city of Las Vegas but are selling directly to customers within the city limits of Las Vegas.
 - Must be in good standing with city of Las Vegas Business Licensing with no overdue fines and/or documentation.
 - Artists not currently in business as a result of COVID-19 pandemic can still apply if they can show they had an active business license prior to pandemic dated at least January 2019 – March 2020.
- Have a history of being a practicing, professional artist of at least 3 years prior to application date and/or prior to pandemic if currently out of business.
- Must show an annual total revenue of at least \$5,000 (based on your highest revenue year of the past three calendar/fiscal years (2019, 2020, 2021), evidenced by tax return and/or financial records). If you are out of business, provide total annual revenue for 2018, 2019, 2020.

- Must demonstrate financial hardship/impact as a result of the COVID-19 pandemic evidenced by submitted general ledgers that include your business's operating costs including profit and loss information for the past three years (2019, 2020 & 2021).

Not Eligible:

- Felons, whose civil rights have not been restored
- Amateur or hobbyist artists

Program Description

The City of Las Vegas Department of Parks, Recreation and Cultural Affairs (PRC) Arts Operating Support Grant Program for Individual Artists will be carried out through one-time grants to eligible individual artists throughout the city of Las Vegas to help those individuals recover from the financial impact of the COVID-19 pandemic. Grants will be made to eligible artists to support the negative impact the pandemic has had on your organization's income and operating costs.

Applicants may request a grant amount up to \$25,000. The grant period will be for one year and does not require monthly/quarterly/annual reporting from the grantee.

The Arts Operating Support Grant Program is committed to diversity, equity, inclusion, and fostering mutual respect for the diverse beliefs and values of all individuals and groups, including:

- Historically Black Colleges and Universities,
- Tribal Colleges and Universities,
- American Indian and Alaska Native tribes,
- African American Serving Institutions,
- Hispanic Serving Institutions,
- Asian American and Pacific Islander communities, and
- Organizations that support the independence and lifelong inclusion of people with disabilities
- LGBTQIA+ individuals

Evaluation

The City of Las Vegas recognizes that the financial needs of the field far outweigh the available funds that will be awarded through this program. To expedite the distribution of funds, PRC staff will review applications for eligibility, financial hardship and completeness of application. A record of the review process will be maintained for all applications. There is no pre-determined number of awards per grant amount. Artists should apply for the amount that most closely aligns with lost revenue during the pandemic up to \$25,000. Grants awarded may vary from requested amount based on the number of eligible applicants and available funding. Grants will NOT be awarded on a "first come, first served" basis.

Note: Preference will be made for individual artists located in the Qualified Census Tracts [QCTs](#) in the Las Vegas-Henderson-Paradise Metropolitan Statistical Area designated by the U.S. Housing and Urban Development Office.

We understand that applying for funding and managing a grant can be a significant undertaking. PRC staff strives to ensure that every applicant receives the support they need to understand every step of the process. We

welcome the opportunity to speak with you about this program. You may contact us with your questions by emailing: artslasvegas@lasvegasnevada.org.

Review Criteria

Applications will be reviewed on the basis of the criteria below, with equal weight assigned to demonstrated need, public and community benefit, artistic excellence and artistic merit. While proposals need not address every criterion marked “as applicable,” applicants may consider all of the criteria when developing their proposals.

Demonstrated Need

- How the COVID-19 pandemic negatively impacted the financial operations of your organization/business.
- Provide evidence that organization/business operated in a qualified census tract [QCTs](#) in the Las Vegas-Henderson-Paradise Metropolitan Statistical area designated by the U.S. Housing and Urban Development Office.

Planning and Management

- Qualified personnel plan and manage grant proposal.
- Financial documents provide evidence of financial hardship/impact.

Community Impact

- Clearly demonstrates an understanding of the community to be served and the defined impacts of their organization/business.
- Engage diverse segments of the communities in actions that strengthen the community as defined by the applicant. Potential to serve and/or reach individuals whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability, as applicable.

Artistic Excellence/Artistic Merit

- Quality of the artists, organizations, arts education providers, works of art, and/or services that the proposal will support.

Process for Determining Award Amounts Award amounts will be determined based on the demonstrated negative financial impact to the non-profit organization/individual artists, located within a qualified census tract [QCTs](#), requested amounts and the total applicant pool. Final determination will ensure that a variety of organizations and artists are granted through this program. Applicants should consider the impact this grant will have in re-starting and re-growing the arts, particularly the number of artists and arts staff employed and the overall economic impact to their organization/business and the community in which they serve. Following the close of the application period, based on the number of applications received, PRC will make a final determination on the size of grants set forth.

Grant Award Requirements

- Fully execute a CLV Arts Operating Support Grant Affidavit, which indicates compliance with established program rules and requirements per the City of Las Vegas American Rescue Program (ARP) Grant’s Terms and Conditions.

- Expend funds by December 31, 2023.
- Complete a PRC Post-Award Survey, if applicable.

What Happens to Your Application

- Applications are evaluated according to the "Review Criteria" above.
- After processing by PRC staff, applications are reviewed, in closed session, by a review panel. The panel recommends the proposals to be supported, and the staff reconciles panel recommendations with the funds that are available.
- Applicants are then notified of funding decisions.
- After notification of funding decisions, applicants with questions may contact the staff.
- Any applicant whose request for funding has not been recommended may ask for an explanation of the basis for denial. In such instances, PRC must be contacted no later than 30 calendar days after the official notification.

General Timeline

- Applications Open: September 20, 2022
- Applications Closed: October 20, 2022
- Panel Review Period Closes: November 20, 2022
- Decision Notifications: November 30, 2022
- Execute ARPA Affidavit w/Grantees: December 1, 2022
- Grant Funds Dispersed: January 1, 2023
- Grant Period End Date: December 31, 2023
- Post-Award Grant Survey: January 30, 2024

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How to Apply

Submitting an application is a multi-step process:

- **Register** with [SAM](#) as new applicant to obtain Unique Employer Identification # (UEI) and/or confirm existing information – not required to apply, but will be required if awarded federal funds.
- **Part 2:** Complete the Grant Application through the Department of Parks, Recreation and Cultural Affairs Applicant Portal. This web form is where you will enter all of your application material (e.g., project description, timelines, budget information).

Your organization must create and maintain up-to-date registrations with the System for Award Management (SAM) at <http://sam.gov/>. Registering and maintaining an account with SAM is always FREE. These registrations can take several days/weeks to finalize, so begin this process early! This should allow you time to resolve any issues that may arise.

- If you have difficulty locating the UEI, contact SAM at 1-866-606-8221 or see the [help section](#) of SAM's website.