

## **Business and the Arts Collaborative Grant Program:**

The City of Alexandria's Office of the Arts' Business and the Arts Collaborative Grant Program is for business is to support and sustain the local arts economy in the City of Alexandria by providing support to local arts organizations whose programming and/or operations that have been impacted by COVID-19 and provide support to arts and culture organizations to focus on their missions and engage with their audiences. The intention of the grant is to provide support to local businesses to hire artists and arts organizations to create new art-centered projects in a variety of media which will benefit the community. Locally based businesses will need to apply and are required to include at least one artist.

**Completed applications are due by 5 p.m. on Friday, January 27, 2023.** Funding decisions will be announced by Friday, February 3, 2023.

### **Business and the Arts Collaborative Grant Cycle:**

Programs occur February 3, 2023 – December 15, 2023:

November/December:	Outreach and solicitations for applications
January 11, 10 a.m.	Workshop/Informational Meeting via TEAMS
January 27, 5 p.m.:	Applications due, 5 p.m.
January 28-February 3:	Application review
February 3:	Awards Announced
December 15:	All programs end, all Final Reports are due.

### **Applications to be considered are:**

- Projects in which the creation of an artwork is central.
- Projects in which an active, authentic working partnership between the artist(s) and the business is central to the work's development.
- Projects in which the artist(s) functions primarily as an artist, not as a teacher, an art therapist, or in another capacity.
- Projects that challenge artistic imagination and organizational thinking.
- Projects that are accessible to the general public; and,
- Projects must take place with the City of Alexandria.

### **Eligibility:**

To be eligible for the Business and the Arts Collaborative Grant Program, businesses are required to:

- be based in the city limits of Alexandria, VA.
- work with an artist (as defined by the City Council approved [Public Art Implementation Plan and Policy](#)) from the tri-state region.
- projects must comply with City codes and ordinances and obtain all related permits.
- provide a copy of their business license or provide documentation that they are an LLC, 501 © 6, or other corporate entity.
- arts programs that are NOT already funded by the City.
- are in compliance with all local, state, and federal laws.

Employees of the City of Alexandria and Alexandria Commission for the Arts' members and their immediate family members are not eligible to apply.

### **Evaluation Criteria:**

Applications will be reviewed and evaluated on its own merit based on the following criteria:

- is fully eligible to apply and receive the funds.
- intends to remain in operation to receive the funds; and,
- utilize funds as indicated and is in good standing with the City of Alexandria.

### **Grant Awards:**

Grants will be awarded based on the program budget. Award amounts are set and will not be reduced or adjusted.

### **Eligible requested amounts:**

Program Budget Over \$25,000 - Grant Award = \$10,000

Program Budget \$15,000-\$24,999 - Grant Award = \$ 7,500

Program Budget \$5,000- \$15,000 - Grant Award = \$ 5,000

There will **NOT** be a cash match requirement. Grants will be awarded for arts programs and projects that are NOT already funded by the City. Please submit only one application per local business. Applications must be submitted online. ***Please note you are NOT able to save this application or edit it once submitted.***

If you have any questions about the grant or the application, please email Office of the Arts staff at [arts@alexandriava.gov](mailto:arts@alexandriava.gov)

### **Funding & Terms of Use:**

Artist(s) and arts organizations will be hired by Alexandria-based Businesses through the Business and the Arts Collaborative Grant Program. Support to individual artist(s) and arts organizations will not include honorifics or fellowships, or other forms of funding for financial hardships, including but not limited to rent or food assistance or the general operating support.

The Grantee is required to attend all City meetings and training sessions related to the administration and performance of programs and services funded by this Coronavirus State and Local Fiscal Recovery Funds funded program. This includes, but is not limited to, the City's fraud prevention and IT security programs, bi-monthly status meetings ,and other trainings. The fraud prevention and IT security programs must be taken by the Grantee's project manager and fiscal officer responsible for management of the funds prior to disbursement of funds and within 30 days of the execution of this Agreement.

After completion of attestations for the Fraud Prevention and IT Security training programs, along with the acceptance of the grant agreement along with a copy of the business license, or documentation stating they are an LLC, or other corporate entity, the initial grant payment 50% of the total grant award will be distributed. The final payment of 50% will be released after a satisfactory Final Report form is received. A satisfactory Final Report means you must demonstrate that the project took place as outlined in the grant application. Final Reports should be sent to the Office of the Arts 30 days after the program but will need to be filed on or before December 15, 2023.

# Business and the Arts Collaborative Grant Program

## Business Profile:

\*1. Business Name:

\*2. Business Address: (as noted on the IRS Form 990)

\*3. Contact Person for this grant:

\*4. Title for Contact:

\*5. Contact Email address:

\*6. Telephone (Day):

\*7. Telephone (Evening):

\*8. Business Website:

\*9. Business License or LLC, 501 © 6, or other corporate entity issue date  
Date

 ☐

\*10. Is your business Small, Women, and Minority-Owned (SWaM) business ([§ 2.2-1604 Code of Virginia](#)), (check all that apply)

- Women-owned
- Minority-owned
- Small business
- Not applicable

\*11. Arts Program Start Date (after February 3, 2023)

 ☐

\*12. Arts Program End Date (no later than December 15, 2023)

MM/DD/YYYY

\*13. Total Arts Program Budget (only numbers, no symbols, periods, or commas):

\*14. Number of Artist(s) hired/engaged:

\*15. Number of program occurrences:

\*16. Number of arts programming hours:

\*17. Location where arts program takes place (include street address and zip code):

\*18. Please indicate any other forms of emergency financial assistance the business has received (check all that apply).

- ☐ Alexandria Business to Business Grant
- ☐ Economic Injury Disaster Loan (EIDL)
- ☐ Small Business Administration (SBA)
- ☐ Payroll Protection Program (PPP)
- ☐ None of the above
- ☐ Other (please specify)

## **Business and the Arts Collaborative Grant Program Amount Requested/Organizational Impacts:**

\* 19. Amount Requested:

\*20. Please describe your business. (500 word limit)

\*21. Please submit a program budget noting specifically what expenses will be funded by this request and describe how your business will use the Business and the Arts Collaborative grant.

(Upload file) File size limit is 16MB

Choose File

Choose File

## **Business and Arts Collaborative Grant Program Artistic Content/Arts and Culture Master Plan:**

\*22. Please describe how this arts project impacts the community. (500 word limit)

\*23. How does this arts project advance race and social equity? If you are not sure, please explain why. (500 word limit)

\*24. Which populations will your arts project serve? (Select all that apply)

Black, Indigenous and People of Color (BIPOC)

Elderly

Homeless

Immigrant Communities

Low Income (below \$30,000 annual income)

Lesbian, Gay, Bisexual, Transgender, and Queer

Limited English Proficiency

Persons with disability

Women

Youth

Other

**\*25. What area of the city benefits from this arts project (if applicable)**

- ☐ City-Wide
- ☐ Specific Neighborhood(s)
- ☐ Not Applicable

**\*26. Describe how your business uses art to advance racial equity and inclusion through art project development, service delivery approaches, hiring practices, and staff training. Outline specific ways and the intentional efforts and commitment your business has to ensuring parity in audience and participants. (500 word limit)**

**\*27. Identifying and understanding your audience is helpful in effective community engagement. Describe the methods your business will use to track participation in the arts project (500 word limit)**

**\*28. Attach Copy of Business License or LLC**

Choose File

Choose File

No file chosen

**\*29. Provide a list of Key Personnel who are involved with implementing this arts program with Bios. Include bios and/or background information of artist(s) and arts organizations who are involved with the arts project.**

Choose File

Choose File

No file chosen

## **Business and the Arts Collaborative Grant Program Certification:**

**\*30. I hereby certify that, to the best of my knowledge, all information in this application is complete and accurate.**

☐ Yes ☐ No

**\*31. I agree with the Terms of the Use of the Business and the Arts Collaborative Grant funds.**

☐ Yes ☐ No