

CULTURAL COALITION

serving southeastern & northeastern CT

P.O. Box 95, New London, CT 06320 | (860) 448-5135 | info@CultureSECT.org | www.CultureSECT.org

Norwich IMPACT Grants Guidelines

Our Program:

The Cultural Coalition has partnered with the City of Norwich to manage and administer municipal American Rescue Plan Act (ARPA) funds allocated for arts & culture through grant programs and special projects.

The program is funded with \$500,000 allocated from the City of Norwich American Rescue Plan Act (ARPA). These funds are intended to support investments that help our local economy continue to address Covid-19 impact and recovery.

Up to \$150,000 will be available for Round 2 funding through two options:

- ARPA Grants for Arts & Culture for \$1,000 to \$10,000 for individual applicants
- IMPACT Grants for \$10,000 to \$25,000 for collaborative, multi-partner (at least 3 entities)

Previous Norwich ARPA Awardees May Apply <u>For Either:</u>	For New Applicants
<ul style="list-style-type: none">• Grants for Arts & Culture for separate, different projects/programs from previous ARPA use of funds.• Impact Grants to amplify/expand Round 1 ARPA project/program's use of funds.	<ul style="list-style-type: none">• An applicant can only be the LEAD on one application for either Grants for Arts & Culture or Impact Grants.• An entity may be listed or a collaborator on more than one application.

*****Interested applicants must schedule an appointment to discuss their intent to apply by January 15, 2023. Email Sarbani Hazra (s.hazra@culturesect.org) and/or Funding Booster Program Manager (fundingbooster@culturesect.org) to make arrangements.*****

IMPACT Grants Guidelines:

IMPACT Grant awards of \$10,000 to \$25,000 for collaborative, multi-partner (at least 3 entities) projects. IMPACT Grants are intended to support major events, programs, and activities that will have high impact - economic, social, and/or community - in the City of Norwich.

Details:

- Events, activities, and programs must take place in or benefit the City of Norwich.
- One "Lead" applicant per application is required with at least two "Collaborators" (individual artists, creative businesses, or nonprofit organizations). Can be any combination of the three.
- Lead applicants must be Norwich based.
- Collaborators can be based outside of Norwich.
- An entity can only be the lead of one application - ARPA Grants for Arts & Culture or Impact - but a Collaborator may be part of (listed) on more than one application.
- City of Norwich municipal agencies and departments are not eligible to be lead applicants but they can be a collaborator.

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- **Grant funding period is April 1, 2023 to December 31, 2023.** Funds must be used only for activities during the funding period. No retroactive expenses, and all funds must be fully expended during the grant period.
- The applicant can request a minimum of \$10,000 and maximum of \$25,000.
- No match is required. Partial grants may be awarded.
- IMPACT eligible uses include, but not limited to, capital improvement, programs/activities, equipment/technology, utilities/rent, staffing/contractors, professional development, board governance/internal support, marketing/promotion, and shared resources.
- If funds are used for public activities, they must take place in an ADA compliant location.
- Budget template available if needed or desired. (see Grant [webpage](#))
- If you are looking for individual or teaching artists, non-profit organizations, and/or creative businesses to partner/collaborate with, please contact us as soon as possible.

Funding Priorities:

This grant is intended to fund projects with a high impact whether that be economic, social, and/or community impact.

- Proposed projects/programs must support one or more of the following Norwich [strategic goals](#):
 - Develop arts & culture-based beautification projects
 - Manage perception of Norwich
 - Coordinate and promote arts, culture, history, and heritage events and activities
- Authentic and meaningful partnerships between collaborators. Co-creation of program/project.
- Funds may be used to respond to the negative impacts of Covid-19.
- Grants are intended to support major events, programs, and activities that will have [high impact](#) - economic, social, and/or community (*applicant will describe why and how it is considered high impact*)
- The Cultural Coalition utilizes the lens of READI – Relevance, Equity, Accessible, Diverse, Inclusive – in these grant programs, which is in alignment with CT Office of the Arts policy and national best practices. BIPOC – Black, Indigenous, People of Color – are strongly encouraged to apply.

IMPACT grants applications are encouraged for the purposes of:

- Creative partnerships - arts and non-arts initiatives. Ex. Arts & healthcare, education, food/agriculture, youth development, environment, etc. ([Social Impact Explorer Tool](#))
- Major arts & cultural events
- Expansion of existing arts & cultural programs
- New arts & cultural initiatives
- Shared Resources. Ex. staff, contractors, equipment, facilities
- Improve access to and engagement with arts & culture specifically for historically marginalized populations
- Enhancement or creation of accessible spaces, tools, and/or experiences
- Diversity, equity, inclusion and anti-racism initiatives

Who is Eligible? (Lead and Collaborator)

- Creative businesses, individual or teaching artists, and non-profit organizations located in and have a history of serving the Norwich community are eligible to be lead applicants. First time grant applicants should contact Sarbani Hazra at s.hazra@culturesect.org for assistance. For more information on creative business eligibility, please refer to [Creative Economy Businesses](#) list.
- If you are a Norwich non-arts & cultural business, or non-profit organization, and have a proposal for a public art project, you are eligible and may apply for a grant.
- Since this funding is related to COVID recovery, the lead applicant must have been established before October 2021.

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Who is Not Eligible?

- Applicants with local, State, or Federal tax delinquencies, other delinquent fees, or open regulatory violations will not be considered.
- Applicants with a fiscal sponsor are not eligible.
- **Projects will not be funded until written City approval(s) are provided, when applicable.**

Norwich Timeline IMPACT Grant s(up to \$25k)

October 12, 2022 - Information Session

December 2022 - Grant Application Opens

January 15, 2023 - Deadline for Intent to Apply with Sarbani Hazra or Funding Booster Program Manager

February 28, 2023 - Grant Application Closes

March 2023 - Internal Grant Panel Review Begins

Late March 2023 - Recommended Grant Awards are Announced

Technical Notes for Application

- Applicants must be prepared to complete the online application in its entirety and on the same device.
- **Users are unable to save and return at a later time.**
- Applicants are encouraged to review their eligibility and application questions and prepare their responses in a WORD document. When ready to apply online, copy and paste the prepared responses into the appropriate sections.

Requirements for Lead Applicants

- Lead Applicants should be prepared to have complete 990s (entire document), W9s and/or most recent Financial Profit & Loss statement.

Requirements for Collaborator Applicants

- Collaborator Applicants will be able to upload required files through this [hyperlinked portal](#).
- A letter of support outlining the collaborator's role in the grant proposal.
- If Collaborator is an individual artist, please include a resume and/or link to website/social media and at least one work sample.
- If Collaborator is a non-profit organization, please upload most recent and complete IRS Form 990 (in its entirety) or Form 990 - N (e-postcard)
- If Collaborator is a for-profit business, please provide proof of business.

If you need assistance to apply for the grant, please let us know. Special accommodations including large print formats, translated forms, and interpreters can be made available. Please contact us as soon as possible, so we can work with you on completing the form.