



Arts. Sciences. History. Community.

## **PALM BEACH COUNTY CULTURAL RESILIENCY FUND**

### **INTRODUCTION**

Cultural organizations in Palm Beach County have experienced significant reductions in earned income due to cancellations and postponements of events. They have experienced significant declines in contributed income from donors, corporations, and foundations as attention turned to addressing the global crisis. In Palm Beach County, most cultural organizations also sustained cuts to the TDC-funded grants for marketing and cultural tourism. To date, cultural organizations have sustained **\$26,207,791 in losses to earned revenue** with an anticipated additional loss of \$16,484,116 before the end of 2020. This is compounded by an additional loss of \$5,471,163 in contributed income. This equates to an estimated **\$48 million initial impact on the cultural sector in Palm Beach County.**

The mission of the Cultural Council for Palm Beach County is to champion, engage, and grow the cultural sector of The Palm Beaches. We accomplish this work through programs, services, and initiatives that help to build and sustain our cultural infrastructure. In response to COVID-19, the Cultural Council created the Palm Beach County Cultural Resiliency Fund in partnership with County Administrator Verdenia Baker and the Board of County Commissioners, to provide immediate relief and support to 501(c)3 cultural organizations in Palm Beach County that have had to cease operations, lay off employees, or whose operations and programming have been severely diminished due to COVID-19 and locally mandated closure orders.

### **CULTURAL EQUITY STATEMENT**

We believe that everyone has cultural traditions that are inherently valuable. We seek to honor and value creative expression of all people through the work of the Cultural Council for Palm Beach County. Creating an art-filled community means seeing, celebrating, and serving all. Cultural equity is essential to a sustainable arts and cultural sector and a vibrant and thriving community.

### **FEDERAL REGULATION**

The United States Congress passed the Federal CARES Act which established the Coronavirus Relief Fund and appropriated \$261,174,832 to Palm Beach County. The CARES Act provides that payments may only be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency COVID-19;
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the county government; and
3. were incurred during the period that begins on Mar. 1, 2020 and ends on Dec. 30, 2020.

Full excerpt of the regulations may be found at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

## **CULTURAL RESILIENCY FUND**

The Palm Beach County Cultural Resiliency Fund will address the ongoing impacts of COVID-19 on the cultural sector – critical to the tourism and economic engine of Palm Beach County. The fund will be accessible for previously funded 501(c)3 Palm Beach County organizations and provide rapid funding to cultural organizations. Grants will range from \$5,000 to \$25,000 and will be awarded in one lump-sum payment based on the size of the organization's budget (derived from the most recently completed fiscal year). The funds will provide economic support to those suffering from business interruptions due to COVID-19-related closures as well as additional expenditures that have been incurred to adhere to local, state, and federal health and safety protocols in order to reopen safely.

Funding can support costs for finding new safe spaces for performance and rehearsal, adapting existing facilities to comply with public health standards, developing new capacities in streaming and virtual engagement (including ways to support online learning for children and families), addressing issues of equitable access on digital programs, retraining staff, other costs associated with physically-distanced program delivery, and covering costs incurred for cancelled or postponed performances and events. Organizations will be required to submit a final report detailing the use of the funds as well as audiences reached, and any other pertinent information. The final report on the use of these funds shall be submitted to the Cultural Council by January 22, 2021.

## **IMPORTANT NOTE**

Organizations that received Federal CARES Act assistance greater than \$25,000 through programs such as the Payroll Protection Program (PPP) or the Economic Injury Disaster Loan program (EIDL), **are not eligible** for this grant program at this time.

## **ELIGIBILITY**

1. The organization must be a nonprofit entity with a determination letter from the Internal Revenue Service declaring the organization exempt from federal income tax under section 501(c)3 of the Internal Revenue Code – no fiscal agents.
2. The organization must have an active State of Florida Division of Corporations Record shown on SunBiz.org with a filing date on or before October 1, 2019.
3. The organization must have a brick-and-mortar facility in Palm Beach County that was operational and actively operating on October 1, 2019 and still operating on Feb. 29, 2020. *Satellite offices do not constitute headquartered status.*
4. The organization must have been the recipient of a Category B, CII, or C1 grant from the Cultural Council in one of the last five fiscal years (FY16 – FY20).
5. The organization must have a minimum operating budget of at least \$25,000.
6. The organization must commit to submitting a final report detailing expenditures made utilizing the funds awarded through the Palm Beach County Cultural Resiliency Fund as well as audience statistics, and other information by the deadline of January 22, 2021.
7. Comply with all applicable federal, state, and local laws and ordinances, including those that prohibit discrimination on the basis of race, color, national origin, gender or gender expression, sexual orientation, age, or disability.

## **FUNDING PROCESS AND INFORMATION**

Eligible applicants will complete an online application. Cultural Resiliency Fund dollars can be used for eligible expenses (defined below) as a result of demonstrated COVID-19 financial impacts and these expenses must have been incurred between March 1, 2020 and December 30, 2020.

Eligible uses include:

- **Expenses for Re-opening**  
Expenses incurred in re-opening of facilities and restarting public activities including personal protection equipment (PPE), cleaning and disinfecting supplies, hand sanitizer stations, temperature check stations, plexiglass dividers and other physical barriers, signage and wayfinding equipment, etc.
- **Program Modification Support**  
Expenses incurred in modifying programs, performances, and exhibitions in order to comply with County orders, state and federal mandates, and CDC guidelines including costs to transition programs to virtual experiences, software apps (Zoom, WebEx), and equipment to provide virtual programming.
- **Business Interruption Costs**  
Support to cover general operating expenses related directly to required closures due to COVID-19 including 1099 independent contractors, facilities overhead costs, such as utilities, security, insurance, maintenance, paid expenses for programs and events that did not occur, such as non-refundable deposits, etc. Staff salaries and benefits not reimbursed by Federal PPP forgivable loan funding may be eligible for this grant program, but should be requested after all expenses outlined above have been documented and exhausted. All PPP forgivable loans received by the applicant must be disclosed in the application process.

## **RESTRICTIONS FROM FUNDING**

- Expenses previously covered by emergency financial assistance programs administered by the county, city, state, or federal forgivable loans
- Staff salaries and benefits previously supported by Federal PPP funding
- General marketing and promotional expenses not related to the impact of COVID-19
- General marketing and promotional costs reimbursed in FY20 from Tourist Development Council Categories B and CII grants
- General marketing and promotional costs reimbursed during FY20 under Category C1 grants
- Strategic planning and annual reports and/or expenses related to developing a long-term plan to reposition a recipient's infrastructure
- Cash reserves
- Consumable supplies and materials - with the exception of Personal Protection Equipment (PPE)
- Capital acquisitions (purchase of artwork, etc.), equipment, restoration, or new construction of buildings, expenditures or improvements
- Activities that are solely for fundraising
- Private functions, religious services, lobbying activities, or any non-public activity
- Costs of entertainment including social activities such as receptions, parties, galas, dinners, and associated costs including catering, planning, staffing, supplies, etc.
- Long-term debt

## **DEADLINE**

Deadline for application is Friday, November 20, 2020. All applications must be submitted by 11:59 p.m. on that date. There will be no exceptions or extensions granted. Organizations awarded funding must expend the grant dollars by December 30, 2020.

## **SCORING CRITERIA**

Proposal will be evaluated by a selection committee comprised of community representatives including a member of the Cultural Council board of directors and the Executive Director of the Tourist Development Council. Criteria are divided into two categories: Organizational Narrative and Eligibility. Criteria evidence may be found in any portion of an application or associated support materials. Criterion is worth up to a maximum of 50 points.

### **Organizational Narrative (30 points)**

- Loss due to Coronavirus is clear and demonstrated
- CARES Act dollars will provide relief to the intended organization
- Organization was in sustainable financial condition prior to March 1, 2020
- Organization demonstrates consideration for diversity, equity, and inclusion

### **Eligibility (20 points)**

- Documentation is provided and aligns with eligible expenses
- Nonprofit status of organization serves an inclusive, diverse audience
- All grant dollars can be expended by December 30, 2020

## **THE GRANT APPLICATION**

The link to the online application can be found on the Cultural Council's website:  
<https://www.grantinterface.com/Home/Logon?urlkey=ccpbc>

## **FOR MORE INFORMATION**

**Vicky Jackson**

Director of Grants

Cultural Council for Palm Beach County

Phone: (561) 214-8087

Email: [vjackson@palmbeachculture.com](mailto:vjackson@palmbeachculture.com).