• Please keep your microphone muted for the entirety of the presentation unless asked to unmute.

• If the presentation video or audio becomes choppy, turn off your video and that may improve the connection.

• Today's workshop is going to be recorded and shared online for those who were unable to attend the live version.

• You can turn on live automated captioning using the CC button at the bottom of the screen.
Flexible Support
Grant Information Workshop
Agenda

• About MRAC
• About the Application Process
• Overview of the Flexible Support Program
  o Defining your project
• Application Content
• Submitting Applications and Receiving Awards
• Additional Questions
MRAC Staff

Program Directors
Masami Kawazato
Jovan Rebollar
Bethany Whitehead
Scott Artley (Flexible Support lead)

Executive Director Kathy Mouacheupao
Assistant Director of Administration Becky Franklin
Panel Manager Khin Oo
State Arts Funding System

Taxpayers of MN

Minnesota Legislature
(Appropriation + Arts and Cultural Heritage fund)

Minnesota State Arts Board
State Arts Funding System (cont.)

Minnesota State Arts Board

Statewide Grants and Services = 70%

Eleven Regional Arts Councils = 30%

Regional Grants and Services
MRAC Grants FY 2020: $3.8 million
MRAC – Region 11
State Arts Funding System (cont.)

FY21 Realities

- Fewer Dollars Generated via Taxes
- State Budget Decreases
- MRAC Grants FY 2021: Estimated $?? million
MRAC’s Mission

The Metropolitan Regional Arts Council improves arts access for communities in the seven county metropolitan area through support to artists and organizations.
MRAC Grant Programs

**Individual Artist Grant**
- **Next Step Fund**
  Up to $5000 for individual artists
  
  *Funded by the McKnight Foundation*

**Group/Organizational Grants**
- **Equity Response Grant**
  Up to $2500 to BIPOC, Disability, and/or LGBTQIA2+ Led Organizations
- **Flexible Support Grant**
  Up to $15,000 to support any kind of project for groups and organizations in the seven-county metro area
Questions about MRAC overall?

• MRAC staff
• State arts funding system
• MRAC's mission/region
• MRAC grant programs
Application Process

Applicant/MRAC Staff

Application Deadline

Check-in Applications

Panel Reviews

MRAC Board of Directors
MRAC requests that all applicants apply online unless a disability prevents them from doing so.

Contact us to begin a conversation about how to make sure you have an equal opportunity to apply.
Before Applying – Resources

- Online Resources –
  - Templates
  - Technical how-tos for the grant interface
  - Links to sites to find demographic information
  - Glossary of terms
• Program Directors
  o Group eligibility / project idea development
  o Application review (for eligibility)
Important Disclaimer #1

Please read the guidelines
Important Disclaimer #2

Forget what you knew about MRAC
# Flexible Support – Round 1 Timeline

<table>
<thead>
<tr>
<th>MRAC Fiscal Year</th>
<th>Application Deadline</th>
<th>Earliest Grant Expenditure Date (also the Grant Notification Date)</th>
<th>Latest Project End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2020 – June 30, 2021</td>
<td><strong>Tuesday, September 8, 2020 11:59 p.m.</strong></td>
<td>December 16, 2020</td>
<td>June 30, 2022</td>
</tr>
</tbody>
</table>
**Flexible Support – Round 2 Timeline**

<table>
<thead>
<tr>
<th>MRAC Fiscal Year</th>
<th>Application Deadline</th>
<th>Earliest Grant Expenditure Date (also the Grant Notification Date)</th>
<th>Latest Project End Date</th>
</tr>
</thead>
</table>

**Flexible Support Round 2**
### Flexible Support – Round 3 Timeline

<table>
<thead>
<tr>
<th>MRAC Fiscal Year</th>
<th>Application Deadline</th>
<th>Earliest Grant Expenditure Date (also the Grant Notification Date)</th>
<th>Latest Project End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2020–June 30, 2021</td>
<td><strong>Monday, February 8, 2021 11:59 p.m.</strong></td>
<td><strong>June 16, 2021</strong></td>
<td><strong>June 30, 2022</strong></td>
</tr>
</tbody>
</table>

- **Flexible Support Round 3**
Eligibility – staff review

• Staff will review for eligibility

• Review guidelines carefully - Staff may deem parts of your application, or the entire application, ineligible
Eligible Groups

1. Arts groups and organizations
   a. Federally tax-exempt 501(c)(3) nonprofit arts organizations with annual operating expenses ≤ $400,000

2. Cultural groups and organizations
   a. Federally tax-exempt 501(c)(3) culturally-specific nonprofit organizations that provide arts and non-arts programming with annual arts programming expenses ≤ $400,000
Eligible Groups (cont.)

3. Fiscally sponsored groups with arts projects
   a. Annual operating expenses of $400,000; Comprised of at least 3 people, with Advisory Committee of at least 3 people; Have eligible Fiscal Sponsor at time of application

4. Non-arts and non-cultural nonprofit organizations
   a. Annual arts programming expenses <$400,000 (isolated from other activities); public entity with arts programming expenses $400,000; Community education units (any budget); **Must describe how this request will create access to the arts**
Ineligible Groups

1. Individuals.

2. Public, private, alternative, charter, transitional, or home schools (this includes school support organizations such as PTAs, PTOs, school foundations, etc.)

3. Organizations whose main purpose is to raise funds for another person, organization, or cause.
Ineligible Activities (highlights)

- Managed by another entity other than the applicant
- Designed to raise funds/regrant/donate funds on behalf of others
- Unrealized income such as scholarships or in-kind support
- Any portion of activities are located outside the seven-county metro area are ineligible.
  - Exception for attendance at training/conference events: must take place in Minnesota (outside metro is okay)
Ineligible Activities (highlights) (con’t.)

• Capital projects (facility improvements) to leased spaces that are not approved by the property owner are not eligible. No capital improvements can be made to homes.

• Travel expenses to or from Minnesota.
  
  o You may engage an out-of-state artist or consultant within your project, but their travel expense to get to or from Minnesota cannot be included in an MRAC request.

• Using these funds as a match requirement for other MRAC awarded grants.

• Project expenses that are included in another MRAC grant.
Questions about the application process?

- Application process
- Application accessibility
- Before applying – resources
- Timelines
- Organizational eligibility
- Eligible/ineligible activities
The Flexible Support grant provides up to $15,000 in funding to help groups create access to the arts and stay connected to audiences/community. Projects must benefit Minnesotans.
Defining Your Project

This program supports the production of artistic projects, and/or activities that strengthen the organizational capacity and operations of groups providing access to the arts.
Increasing A Community's Access to the Arts

Organizational Capacity

Arts Programming

Operations
Increasing A Community’s Access to the Arts

- Organizational Capacity
- Operations
- Arts Programming
COVID-19 Considerations

- Our understanding of the pandemic is changing daily
- The shapes of these projects are likely to change, and MRAC will work with grantees to make those changes with integrity
- My best guidance is to focus on designing and building the project you’d like to do given what you know now – but don’t obsess about making contingency plans
The Flexible Support grant provides up to $15,000 in funding to help groups create access to the arts and stay connected to audiences/community. Projects must benefit Minnesotans.
Defining Your Project – Examples

1. Thinking ahead, what does creating access to the arts look like for your group in the next year? What are you doing to have an impact? How are you connected to Minnesotans?

2. Now that you’ve envisioned that, what specific activities will get you there?

3. What portion(s) of those activities would fit into your ask for the Flexible Support program?
Questions about purpose & projects?

- Program purpose
- Defining your project
- COVID-19 considerations
Take a Break!

You deserve it!
Application components – seen by panel

- Organization/Group Information
- Proposal Information
- Proposal Details
  - Narrative
  - Project Personnel
  - Board of Directors
  - Financial Details (Request, Project Budget Expense/Income)
Application components – *not* seen by panel

- Lots and lots of data for reporting
  - For the organization/group
  - For the specific project
- Outcomes Proposed
- Evaluation Plan
- Attachments (if applicable)
  - Fiscal Sponsor Letter, Property Owner Permission letter
Application Tips

• You will type your application into the text boxes online.
• Character counts include letters, numbers, spaces, and paragraph breaks. There is no formatting (bold or italics).
• Do not include links in narrative text fields, the review will be limited to your application.
• The application system will auto-save your work every few minutes, but some applicants may wish to work in another document and paste your answers in once written.
Review Criteria

Community
Proposed Project
Impact
Panel Review Scale – for each criterion
Narrative Sections

*Purpose & Background* (1500 character limit)

*Community* (3000 character limit)

*Proposed Project* (4000 character limit)

*Impact* (3000 character limit)
1. Summarize your group’s purpose and background, or mission and your arts programming history.
1. Describe your community. Consider using statistics, numbers, qualitative information, etc.

2. How is that community included in the leadership of your group or this specific project?

3. What shared interest, challenge, or demand exists within this community that your group addresses?

4. What is your vision for staying relevant to your community?
Community (cont.)

Stronger proposals will...

Give reviewers enough *context* about the group to understand *who you are*, *who you serve*, and an idea of the *journey* your group is on.
Applicant has identified a clearly defined community (who is in this community, who served in/by this community)

Applicant has demonstrated that group leadership is an authentic reflection of this community, or meaningfully included in project leadership

Applicant’s vision for how it produces arts activities is relevant to the interests/needs of this community
Proposed Project (4000 characters)

1. What is your current situation/position as it relates to creating access to the arts for your community?

2. What are the artistic or organizational goals to address the situation/position just described?

3. What are the proposed activities and timeline that will help you achieve the goals that were described and outcomes selected?

4. How will this project ensure (or contribute to your group’s capacity to ensure) access to the arts that is inclusive and accessible to community members marginalized because of race, disability, and/or other kinds of oppression?
Proposed Project (cont.)

Stronger proposals will...

Paint a clear picture of a compelling set of project activities that advance (or contribute to advancing) the organization’s overarching artistic/community goals. Demonstrate that the group has thoroughly considered the project’s details. This section of the proposal will likely be the longest.
• Applicant has described specific goals to create (or contribute to the group's capacity to create) access to the arts for the community described.

• Project details are thoroughly considered, the scope is appropriate.

• The project will create (or contribute to the group's capacity to create) access to the arts that is inclusive and accessible to community members marginalized because of race, disability, and other kinds of oppression.
1. Why is this proposal the proposed solution or approach to addressing your current situation/position? Why did you choose it?

2. How will this impact your organization or group?

3. In what ways will your community be involved in or benefit from the specific project or solution to your organizational challenge?
Stronger proposals will...

Explain how the group is positioned to execute an impactful and inclusive project that will achieve ambitious (but realistic) outcomes tied to its artistic and/or community goals.
Rating Guide – Impact

- Applicant has made a compelling case for how the proposed activities are the right solution to address its current situation/position
- Activities will effectively produce intended outcomes for the group
- The project will contribute to the group's overarching vision, the involvement and/or benefit to community is clear
People and partnering organizations involved in your project

Qualifications of the individuals listed for the project and the roles of the partnering organization(s) in this project

Individuals and organizations named on this list and in the narrative must know at the time of the application that they are included in the project
Minimum 3 individuals

List of your board/committee members indicating their profession, organizational affiliation, and/or area of expertise, etc.

Example: Manny Mohammad, Lawyer, Minneapolis Law Firm, Board Secretary
List the major expenses of your proposal with dollar amounts and simple explanations

- Do not include in-kind items or scholarships as dollar amounts

Your project may be larger than the amount requested in this grant program

Example expense listings:

- $3000 equipment: laptop, printer, and desk
- $2800 personnel ($700 each for 4 teaching artists)
Total Project Budget Expenses (cont.)

- Examples of eligible expenses:
  - Contracted Artists
  - Administrative & other personnel
  - Professional fees / consultants
  - Supplies
  - Space rental
  - Equipment rental

- Accessibility-related costs (be specific)
- Capital equipment
- Facilities expenses
- Administrative overhead (be specific)

Refer to pages 6-7 of the guidelines for a listing of ineligible expenses. Including them may affect MRAC award/eligibility.
Project Income Budget (1000 characters)

- If your expense budget is larger than your MRAC ask, please list all additional *cash* income sources with estimated amounts
  - Do not list in-kind income as a dollar amount

- If MRAC is your only source of income for this project, you do not need to fill out this section
  - Put Not Applicable or N/A in the form field
Project Income Budget (cont.)

- **Examples of income items:**
  - Ticket sales
  - Admission fees
  - Tuition fees
  - Pay-for livestream
  - Membership dues
  - Rental fees

- Individual donations
- Other grants/sponsorships

**Note:** No match is required for this grant
Questions about application content?

• Application components
• Review criteria / review scale / rating guide
  o Community, Proposed Project, Impact
• Narrative
• Personnel / Board/Advisory Committee
• Project Budgets
Submitting Your Application

• All applications must be submitted online by the 11:59 p.m. deadline
  o If you do not have access to a computer/internet, contact us

• Staff technical assistance is available until 5:00 p.m. on deadline day

• Have an active email address you check often, official communications happen through email
MRAC Grant Interface

• Use one account per organization, but there can be multiple contacts in the organization

• Log-in ID = email address (not organization name)

• You can reset your password (staff can help)
If you receive an award

- Sign the grant agreement and upload a W9 dated within this fiscal year (July 1, 2020-June 30, 2021)
- Check is issued to group’s/fiscal sponsor’s address
- Do the project - spend the $$
- **Communicate project changes** ahead of time
- Submit final report
Additional Questions?

mrac.org/flexible-support

scott@mrac.org or 651-523-6384