Flexible Support Guidelines

For the MRAC Fiscal Year 2024 (July 1, 2023 to June 30, 2024)
Deadline: Monday, November 6, 2023 at 11:59 PM
Program Directors: Mirella Espino and Masami Kawazato

Flexible Support program page (https://mrac.org/grants/flexible-support)
Apply on Submittable (https://mrac.submittable.com/submit)

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Flexible Support Overview

The Flexible Support grant provides funding to help organizations/groups create and sustain Minnesotans’ access to the arts. Eligible projects include operations, and/or organizational capacity, and/or arts programming:

- Activities that support the **operations** of an organization/group (such as paying staff salaries or rent on a space) to provide arts access to Minnesotans.
- **Organizational capacity** activities, meaning a coordinated management effort that bolsters an organization/group’s ability to do its work (like rebranding, building a website, or overhauling financial tracking systems) to enhance Minnesotans’ access to the arts. **Organizational capacity** projects could also be the purchase of equipment and/or making facilities improvements to provide arts access.
- **Arts Programming** activities in Minnesota, whether a single event (such as a theater production) or a series (such as a series of music workshops).

There is approximately $4 million available in funding for this year’s Flexible Support program. MRAC has set aside $3 million specifically for groups whose Leadership is majority people who identify as Black, Indigenous, People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+). These groups may request up to $25,000. Other eligible groups may request up to $15,000. Refer to **Leadership Identities & Grant Award Amount** (page 14) for more information.

Organizations/groups may submit only one application.

Flexible Support program page

The Flexible Support program page ([https://mrac.org/grants/flexible-support/](https://mrac.org/grants/flexible-support/)) has complete information about the grant program, including:

- The Flexible Support FY2024 Guidelines in English (this document) and Spanish
- The recorded Grant Information Webinar (includes ASL, closed captions, caption translations into over 200 languages, different playback speeds)
- Panel Criteria & Scoring (all eligible applications will be reviewed and scored in this way)
Registration links for Online Question & Answer Sessions on Zoom with Program Directors

A meeting request form (https://tinyurl.com/mtp3j4dn) to schedule assistance from Program Directors via phone or virtual meeting. Two types of meetings are available: organization/group eligibility and project eligibility.

Contacts
The Program Directors for Flexible Support are Mirella Espino and Masami Kawazato. Please use the meeting request form to reach out.

For technical support using our grant interface, Submittable, visit the Applicant Help Center (https://www.submittable.com/help/submitter) to find how-to instructions and connect with technical support staff.

Important Dates

- September 6, 2023: Guidelines and Grant Information Webinar published.
- September 11, 2023: Application opens in Submittable, assistance from Program Directors is available via email, phone, or virtual meetings.
- September 28, 2023, 1:00 to 2:00 PM Central Standard Time (CST): Program Directors will host an Online Question & Answer Session. Register at https://tinyurl.com/2wpmx34f
- October 25, 2023, 6:00 to 7:00 PM CST: Program Directors will host an Online Question & Answer Session. Register at https://tinyurl.com/2rtactzd
- November 6, 2023 at 5:00 PM CST: Staff assistance ends. Inquiries received after this time will not be answered before the deadline.
- November 6, 2023 at 11:59 PM CST is the deadline. Applications must be received by this time. MRAC does not accept late applications. Applicants may not edit or change their submissions after the deadline.
- Starting November 7, 2023: Eligibility review by MRAC staff. Applicants should check their email regularly, as Program Directors may reach out with questions or request additional information.
- March to April 2024: Panel of peer reviewers will score applications.
- April 2024: MRAC Board of Directors review funding recommendations and make funding decisions.
- May 1, 2024: Staff send out grant notifications via email to applicants.
- May 1, 2024 to May 30, 2025: Eligible Funding Period. (For grantees, final reports are due two months after the Proposal End Date listed in the submission.)
How to apply

Submittable
MRAC uses an online grant-making platform designed and managed by Submittable (https://mrac.submittable.com/submit). See Contacts (page 3) for information on technical support.

Forms in Submittable
A complete submission includes two forms. Applicants must first complete Part 1: FY24 Flexible Support Eligibility Form, which confirms your organization/group’s eligibility to apply along with eligibility details of your proposed project. You must successfully pass Part 1: FY24 Flexible Support Eligibility Form to access the second form, Part 2: FY24 Flexible Support Proposal Form. If the eligibility form determines your organization/group and project are ineligible, please thoroughly review the guidelines and/or the grant information webinar to identify the relevant eligibility issue(s). If you need further assistance, or believe there has been a mistake, please reach out.

Part 2: FY24 Flexible Support Proposal Form will gather remaining information about your organization/group and your proposed project. The Flexible Support Narrative section of this Form will be shown to panelists as part of their review of your application. The FY24 Flexible Support Proposal Form is created to be tailored to each organization/group type. Rather than a generic application for all organization/group types, Submittable allows us to branch out questions based on your response. This means that some questions will only become visible once you respond to the first questions provided. These guidelines outline all branching questions.

Use these guidelines as you fill out each form, as they will provide full details about eligibility and helpful context as you answer each question.

Language & Disability Accessibility
Applicants are encouraged to apply in their preferred language. With advance notice, MRAC can contract an interpreter and/or translator to assist during the application process. Contact a Program Director at least one week prior to the deadline for assistance.

MRAC requests that all applicants apply online using the Submittable grant interface. Applicants with disabilities wishing to use other means to apply can work with MRAC staff to adapt our typical processes to ensure you have equal opportunity to submit an application. To begin a conversation about how we can help, contact a Program Director at least one week prior to the deadline for assistance.

Part 1: FY24 Flexible Support Eligibility Form
This eligibility form is an automated determination. Final eligibility determinations depend on a variety of factors and are made only after a complete submission has been received. Information from this form will be used by MRAC staff to determine organization/group and project eligibility.
Organization/Group Eligibility
This section is about your organization/group.

1. Select the county in which your organization/group's primary address is located

   All organizations/groups must have a primary address in Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington county. For all 501(c)(3) nonprofit organizations: MRAC uses the address on file with the IRS to determine your primary address. We highly recommend verifying your organization’s status and address on the IRS’s Tax Exempt Organization Search (https://apps.irs.gov/app/eos/).

   Fiscally sponsored groups: answer based on your address, not the address of your fiscal sponsor.

2. Which of the following best describes your organization/group?

   In addition to geography eligibility, organizations/groups must be one of the following:

   - Arts 501(c)(3) nonprofit organization: Federally recognized tax-exempt 501(c)(3) nonprofit arts organizations with total annual cash expenses of $400,000 or less during its most recently completed fiscal year (not the fiscal year you are currently in). If total cash expenses from your most recently completed fiscal year were $400,000 or more, your organization/group is ineligible.

   - Cultural 501(c)(3) nonprofit organization: Federally recognized tax-exempt 501(c)(3) nonprofit cultural organizations with annual cash arts programming expenses of $400,000 or less during its most recently completed fiscal year (not the fiscal year you are currently in). Cultural nonprofit organizations must isolate their arts programming expenses from non-arts financial activity. If total arts programming expenses from your most recently completed fiscal year were $400,000 or more, your organization/group is ineligible.

   - Non-arts & Non-cultural 501(c)(3) nonprofit organization: Federally recognized tax-exempt 501(c)(3) nonprofit organizations with annual cash arts programming expenses of $400,000 or less during its most recently completed fiscal year (not the fiscal year you are currently in). Non-arts & non-cultural nonprofit organizations must isolate their arts programming expenses from non-arts & non-cultural financial activity. If total arts programming expenses from your most recently completed fiscal year were $400,000 or more, your organization/group is ineligible.

   - Public entities: A public entity such as a unit of state, local, or tribal government with annual cash arts programming expenses of any size during its most recently completed fiscal year (not the fiscal year you are currently in). The public entity must isolate their arts programming expenses from non-arts financial activity. If total arts programming expenses from your most recently completed fiscal year were $400,000 or more, your public entity is ineligible.

   - Community education units: Community education units of a school district with annual cash arts programming expenses of any size during its most recently completed fiscal year.
year (not the fiscal year you are currently in). Community education units must isolate their arts programming expenses from non-arts financial activity.

- Fiscally sponsored group with arts projects: Groups with arts projects not registered as a federally recognized tax-exempt 501(c)(3) nonprofit organization must apply with an eligible fiscal sponsor. Fiscally sponsored groups must consist of at least 3 people who are on the Leadership team and have total annual cash expenses of $400,000 or less during its most recently completed fiscal year (not the fiscal year you are currently in). If total arts programming expenses from your most recently completed fiscal year were $400,000 or more, your group is ineligible.

A fiscal sponsor is a federally tax-exempt 501(c)(3) nonprofit organization that receives MRAC grant monies and manages the financial aspects of the project on behalf of a group that does not have tax-exempt status.

Eligible MRAC fiscal sponsors must be 1) registered with the IRS as a federally tax-exempt 501(c)(3) nonprofit, 2) have a Minnesota address, and 3) have an active registration with the Minnesota Secretary of State as a nonprofit organization.

Fiscal sponsors may not be public, private, alternative, charter, transitional, or home schools (this includes school support organizations such as PTAs, PTOs, school foundations, etc.).

Refer to Required for fiscally sponsored groups: Fiscal Sponsor Form (pages 10-11) for more information.

Ineligible Applicants

The following applicants are ineligible for this grant program:

- Organizations/groups located outside of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington county.
- Individuals.
- Public, private, alternative, charter, transitional, or home schools (this includes school support organizations such as PTAs, PTOs, school foundations, etc.). Schools are defined as groups/organizations providing K-12 education that meet state education requirements and post-secondary education leading to a degree or accreditation.
- Organizations/groups whose main purpose is to raise funds for another person, organization, or cause.
- Organizations/groups that will not be the entity with primary responsibility for managing the project.

3. Our organization/group has at least 3 people in Leadership

At MRAC, Leaders are defined as the people who are in positions of power. Include core decision-makers of the group’s overall operations.

For all groups, a minimum of three (3) individuals must be included on the Leadership List. Individuals on the Leadership List list must know that they are part of the Leadership team and know this proposal is being submitted.
Refer to Leadership List (pages 13-14) for more information.

4. Attention: organizations/groups with open MRAC grant awards

Organizations/groups with overdue final reports at the time of application are ineligible.

- Fiscal Year 2022 Arts Impact for Groups and Fiscal Year 2022 Flexible Support grantees with open grants: Final reports were due 8/30/2023. You must submit your overdue final report in MRAC’s Organizational Grant Interface (https://www.grantinterface.com/Home/Logon?urlkey=mracgrant&) and have it approved prior to submitting this application. Your organization/group is ineligible until the Fiscal Year 2022 final report has been approved by MRAC staff.

Organizations/groups may not have more than one open Flexible Support award at any given time. Fiscal Year 2023 Flexible Support grantees with open grants:

- If your “Proposal End Date” is on/after 4/30/2024 and you anticipate completing your proposed activities and spending all the grant funds before your “Proposal End Date,” you must submit a project change request (https://mrac.org/grants/project-changes/) and have it approved prior to submitting this application. However, if you do not anticipate completing your proposed activities and spending all the grant funds before 4/30/2024, your organization/group is ineligible.

- If your “Proposal End Date” is on/after 5/1/2024 or later and you do not anticipate completing your proposed activities and spending all the grant funds by then, your organization/group is ineligible.

Organizations/groups may not include project activities and/or expenses that are included in another open or pending MRAC grant, as a project or program can only be funded by one MRAC grant. Fiscal Year 2023 Arts Impact for Groups grantees with open grants:

- If your "Proposal End Date" is 1) on/after 5/1/2024, and 2) you do not anticipate completing your proposed activities and spending all the grant funds by then, and 3) this application is not distinct from the Fiscal Year 2023 Arts Impact for Groups project, your organization/group is ineligible.

- If your project needs an update to the “Proposal End Date,” you must submit a project change request (https://mrac.org/grants/project-changes/) and have it approved prior to submitting this application.

**Project Eligibility**
This section is about your proposed Flexible Support project.

1. Which of the following best describes your proposed project?

   All Flexible Support projects must create and sustain Minnesotans’ access to the arts.
Eligible projects include operations, and/or organizational capacity, and/or arts programming. Refer to Flexible Support Overview (page 2) for information about eligible projects.

2. Will all project activities and expenses take place between 05/1/2024 and 05/31/2025?

Projects must occur during the Eligible Funding Period, May 1, 2024 to May 31, 2025. The activities and expenses included in the grant application must clearly fall within the Eligible Funding Period. This means that 1) all activities must take place during the Eligible Funding Period, and 2) all Flexible Support grant funds must be incurred and spent during the Eligible Funding Period. Including activities, incurred expenses, and/or reimbursements outside of the Eligible Funding Period may deem the entire application ineligible.

Incurred expenses are those that are confirmed debts and/or firm promises to pay, whether or not cash has changed hands.

3. We affirm that all project activities will take place in Minnesota.

Activities that occur outside the state of Minnesota are ineligible. This includes:

- Procuring visas.
- Travel expenses to or from Minnesota. 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 application.
- Costs for relocating the applicant’s legal address/residence outside the state of Minnesota.

MRAC funding is made possible by the voters of Minnesota through grants from the Minnesota State Arts Board thanks to a legislative appropriation from the arts and cultural heritage fund. Thus, all project activities must occur within the geographical boundaries of Minnesota.

4. We affirm that our proposed project will not include any of the following:

The following project activities and expenses are ineligible:

- Projects that do not uphold applicable federal, state, and local laws, rules, regulations, and ordinances.
- Projects that attempt to influence any state or federal legislation or appropriation.
- Projects to support activities that are essentially for the religious socialization of the participants or audience.
- Projects that discriminate against persons or groups.

5. Our proposed project will not include any of the ineligible expenses listed.

Ineligible Budget Items & Project Activities:

- Projects and activities designed to raise funds/regrant/donate funds on behalf of another person, organization, or cause. MRAC funds cannot be donated to another organization or person.
● These dollars cannot substitute other state dollars. This includes:
  ○ Requests in which any portion of the project budget will be used to pay an artist or arts organization to provide essentially the same services that an ongoing teacher, teaching staff, or arts specialist previously provided or would be expected to provide in a school setting.
  ○ Requests in which the project will replace discontinued or nonexistent arts programs that should be fulfilling the state’s arts curriculum requirements in schools.
● Capital expenses, defined as facility improvements and/or equipment purchases:
  ○ Capital improvements may not be made to any residential properties.
  ○ Capital improvements to properties not owned by the applicant group will require written permission from the property owner.
  ○ Organizations/groups may request a maximum of $5,000 for capital expenses.
● Unrealized income and expenses such as scholarships or in-kind support.
● The purchase of real estate property.
● Development of endowments.
● Debt reduction and building cash reserves.
● Expenses to purchase alcoholic beverages or to pay associated costs (servers, insurance, liquor licenses, etc.).
● Project activities and/or expenses that are included in another open or pending MRAC grant, as a project or program can only be funded by one MRAC grant.

Part 2: FY24 Flexible Support Proposal Form

This main proposal form, along with your eligibility form, serve as your complete submission for the Flexible Support program. You must successfully pass the Part 1: FY24 Flexible Support Eligibility Form to access this form.

Data Privacy

MRAC takes applicant privacy seriously. Please be aware that due to the Minnesota Government Data Practices Act, the full text of all submitted grant applications may be subject to public inspection upon request. Each field is noted with its privacy level:

● Fields made available to panelists as they review and score applications are public information.
● Fields not made available to panelists are used by MRAC staff to manage the grant program (contact information), confirm eligibility (address, EIN), and gather data to evaluate the grant program’s goals (demographic information, data required by the State of Minnesota). An expanded request for public inspection may include this information.

1. INFORMATION ABOUT YOUR ORGANIZATION/GROUP

Except for your Organization/Group Name and Fiscal Sponsor Name (if applicable), the information in this section will not be shared with panelists as part of their review of your application.
Organization/Group Name
This information is shared with panelists as part of their review of your application, and it is shared with the Minnesota State Arts Board.

Enter a phone number where you can be reached
MRAC will communicate with you about this grant via email. In case we are not able to reach you via email, provide a phone number here.

This information is only visible to MRAC staff and does not affect eligibility in any way.

Enter your organization’s address
The form will request Country (via drop-down option), Address, Address Line 2 (optional), City, State, Zip Code. Do not enter a PO box address.

Fiscally sponsored groups: Enter your address, not the address of your fiscal sponsor.

Refer to Organization/Group Eligibility and Ineligible Applicants (pages 4-7) for information about geographic eligibility.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Organization/Group website (optional)
If the application is awarded a FY24 Flexible Support grant, this information will be used to publicize the grant award via press releases and on the MRAC website.

Select your organization type
This is a branching question that affects your Organization/Group’s Arts Expenses (page 12), as there are different requirements for each of these organization types. In addition, for this branching question, fiscally sponsored groups must select “Fiscally sponsored group” to access the required Fiscal Sponsor Form.

- 501(c)(3) nonprofit organization
- Community education unit
- Public entity
- Fiscally sponsored group

Required for fiscally sponsored groups: Fiscal Sponsor Form

MRAC requires your fiscal sponsor to confirm that your group has an active working relationship with them at the time of application. Enter your Fiscal Sponsor Contact Person’s email address to send the Fiscal Sponsor Form to them. The fiscal sponsor is required to provide and submit the following information by the deadline:

- The name of the Fiscal Sponsor organization
- Fiscal Sponsor’s Primary Address
- Fiscal Sponsor’s EIN (the Federal Tax Identification Number)
- Fiscal Sponsor Contact Person (first and last name)
- Fiscal Sponsor Contact Person’s email
- Fiscal Sponsor Contact Person’s phone number
- Proof of active registration with the Minnesota Secretary of State as a nonprofit organization (via image upload)

The information provided in this Form is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board. The name of the Fiscal Sponsor will be shared with panelists as part of their review.

Refer to Organization/Group Eligibility and Ineligible Applicants (pages 4-7) for information about eligibility.

This information is used by MRAC staff to determine organization/group eligibility.

Type of Group (only for 501(c)(3) organizations)
This is a branching question that results from your answer to 1) Select your Organization type (pages 10-11), and 2) affects your Organization/Group’s Arts Expenses (page 12), as there are different requirements for each of these organization types.

- Arts 501(c)(3) nonprofit organization
- Cultural 501(c)(3) nonprofit organization
- Non-arts & Non-cultural 501(c)(3) nonprofit organization

Refer to Organization/Group Eligibility and Ineligible Applicants (pages 4-7).

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Legal Status
Of the 10 choices, select the code that best describes the legal status of your group or organization.

All 501(c)(3) organizations & fiscally sponsored groups: choose 02 Organization-Nonprofit (or fiscally sponsored)

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Institution Code
Of the 51 choices, choose the code that best describes your group or organization.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.
Discipline Code – Group
Select the discipline that best describes your group or organization's primary area of interest in the arts.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Organization’s federal tax exemption number (EIN)
Enter your organization's federal tax exemption number (EIN).

All 501(c)(3) nonprofit organizations: The Internal Revenue Service (IRS) must have approved and confirmed your organization's 501(c)(3) status by the deadline (November 6, 2023 at 11:59 PM). MRAC staff may request a copy of the status determination letter and/or reinstatement letter from the IRS. MRAC uses the address on file with the IRS to determine your primary address. We highly recommend verifying your organization’s status and address on the IRS’s Tax Exempt Organization Search (https://apps.irs.gov/app/eos/).

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Organization/Group’s Most Recently Completed Fiscal Year
Enter the last date of your most recently completed fiscal year (not the fiscal year you are currently in). Example: If your organization's most recently completed fiscal year is January 1, 2022 to December 31, 2022, enter 12/31/2022.

Organizations without any prior financial activity and organizations that have been in existence less than a year: enter today's date.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Organization/Group’s Arts Expenses
This is a branching question that results from your answer to Select your organization type (pages 10-11) and/or Type of Group (only for 501(c)(3) organizations) (page 11).

All organizations/groups without any prior financial activity, organizations/groups that have been in existence less than a year, and organizations/groups that did not offer arts programming last fiscal year: enter $0.

Refer to Organization/Group Eligibility and Ineligible Applicants (pages 4-7) for information about expenses for your most recently completed fiscal year.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.
Organization/Group Annual Arts Participation

Report on the arts participation your organization/group had in its most recently completed fiscal year (not the fiscal year you are currently in). Enter in numbers for each box, even if that number is 0. There is no judgment on these numbers and they do not affect eligibility in any way.

If your organization/group has completed a full fiscal year, report on the entirety of your most recently completed fiscal year.

For organizations/groups that have been around for less than a year and/or did not offer arts programming last fiscal year, enter 0 for all boxes.

- Adult Participants – Annual: Provide an estimated total number of adults that participated in arts activities at your organization during its last fiscal year, including activities not funded by the Minnesota State Arts Board or regional arts councils (such as MRAC). Do not include broadcast/online audiences.
- Youth Participants – Annual: Provide an estimated total number of children/youth (0-18) who participated in arts activities at your organization during its last fiscal year, including activities not funded by the Minnesota State Arts Board or regional arts councils (such as MRAC). Do not include broadcast/online audiences.
- Online / Broadcast / Remote Participants – Annual: Provide an estimated total number of individuals who participated in arts activities produced by your organization only through online, broadcast or remote means during its last fiscal year, including those activities not funded by the Minnesota State Arts Board or regional arts councils (such as MRAC).

This information is shared with the Minnesota State Arts Board.

Leadership List

At MRAC, Leaders are defined as the people who are in positions of power. Include core decision-makers of the group’s overall operations.

For all groups, a minimum of three (3) individuals must be included on the Leadership List. Individuals on the Leadership List list must know that they are part of the Leadership team and know this proposal is being submitted. Roles for each Leader (column B in the table) must be filled out for each Leader in order for your organization/group to be eligible for a $25,000 grant award. If Roles are incomplete or missing, your organization/group is eligible for up to a $15,000 grant award. Refer to Leadership Identities & Grant Award Amount (page 14) for more information.

In addition:

All 501(c)(3) nonprofit organizations, your Leadership List must include all board members and the executive director or its equivalent position(s). You must indicate which individuals on your list are on your board and which are staff.

Fiscally-sponsored groups should not include the staff or board members of the group’s fiscal sponsor, but should include its own group Leaders, including an advisory committee if applicable.
Public Entities, Community Education Units, and other organizations/groups without 501(c)(3) status, include staff and/or organization/group Leaders, including an advisory committee if applicable. You must include the executive director or its equivalent position(s). You must also indicate which individuals on your list are on your staff.

This information is used by MRAC staff to determine organization/group eligibility, and it is shared with the Minnesota State Arts Board.

Total Number of Leaders
How many Leaders are on your Leadership List? The number of Leaders in this box must equal the number of people listed on your Leadership List.

This information is used by MRAC staff to determine organization/group eligibility.

Leadership Identities & Grant Award Amount
There is approximately $4 million in funding available for this year’s Flexible Support program.

MRAC has set aside $3 million specifically for groups whose Leadership is majority (meaning, at least 51%) people who identify as Black, Indigenous, People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+). These groups may request up to $25,000.

In order to be eligible for (up to) a $25,000 grant award, MRAC staff must be able to determine that at least 51% of the organization/group’s Leadership identify as Black, Indigenous, or People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+) from the information provided in the Leadership List Identities tables below. Roles for each Leader (column B on the Leadership List table) must be filled out for each Leader in order for your organization/group to be considered for a $25,000 grant award. If Roles are incomplete or missing, your organization/group is eligible for up to a $15,000 grant award.

Other eligible groups may request up to $15,000.

This information is used by MRAC staff to determine eligibility for the grant award amount.

Leadership List - Race / Ethnicity Identities
Of the individuals listed above on the Leadership List, how do they identify in race/ethnicity?

- Asian / Asian-American / South West Asian
- African / Black / African-American
- Hispanic / Latinx / Chicano
- Middle Eastern / North African
- Mixed Race / Multi - Racial Individuals
- Native American / American Indian / Native Alaskan
- Native Hawaiian / Pacific Islander
- White
- Not disclosed/Not available
In the table, count each individual just once. If an individual identifies with more than one racial/ethnic identity, please include them in the Mixed Race/Multi-Racial Individuals field or in their (one) preferred race/ethnicity, but do not count them multiple times.

The table will automatically calculate the Total Number of BIPOC Leaders (cell B11 in the table) and the Total Number of Leaders (B12). The Total Number of Leaders (B12) must be the same as the number of Leaders on the Leadership List.

If these demographics are unknown and/or your organization/group chooses not to disclose race/ethnicity identities, your organization/group is eligible for up to $15,000 in grant funding.

This information is shared in aggregate (meaning, all of the numbers from applicants are added without associating identities) with the MRAC Board of Directors to track distribution of funds. It is also used by MRAC staff to determine eligibility for the grant award amount, and the majority race/ethnicity (if any) is shared with the Minnesota State Arts Board.

Leadership List - Intersectional Identities
Of the individuals listed above on the Leadership List, how do they identify in intersectional identities?

- BIPOC (not LGBTQIA2+ & not disabled)
- BIPOC & LGBTQIA2+ (not disabled)
- BIPOC with disabilities (not LGBTQIA2+)
- BIPOC & LGBTQIA2+ & with disabilities
- White with disabilities (not LGBTQIA2+)
- White & LGBTQIA2+ (not disabled)
- White & LGBTQIA2+ & with disabilities
- White (not LGBTQIA2+ & not disabled)
- Not disclosed / Unknown

Just like the Race / Ethnicity Identities above, in the table, count each individual just once.

The table will automatically calculate the Total Number of BIPOC and/or LGBTQIA2+ and/or disabled Leaders (cell B11 in the table) and the Total Number of Leaders (B12). The Total Number of Leaders (B12) must be the same as the number of Leaders on the Leadership List.

If these demographics are unknown and/or your organization/group chooses not to disclose intersectional identities, your organization/group is eligible for up to $15,000 in grant funding.

This information is shared in aggregate (meaning, all of the numbers from applicants are added without associating identities) with the MRAC Board of Directors to track distribution of funds. It is also used by MRAC staff to determine eligibility for the grant award amount.

Is your organization/group Leadership comprised of 51% or more people who identify as BIPOC and/or LGBTQIA2+ and/or a disabled person/person with disabilities?

This is a branching question that leads to your Project Budget (pages 17-18), as organizations/groups whose Leadership is at least 51% Black, Indigenous, or People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual,
Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+) will complete a Project Budget that is up to $25,000 in grant award funding; other eligible groups will complete a Project Budget that is up to $15,000 in grant award funding.

Based on the information provided in the Leadership List, Total Number of Leaders, Leadership List - Race / Ethnicity Identities, and Leadership List - Intersectional Identities, is your organization/group’s Leadership comprised of at least 51% Black, Indigenous, or People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+)?

- Yes
- No

This information is used by MRAC staff to determine eligibility for the grant award amount.

Additional Identities
If any individual on your Leadership List identifies as the following, please select:
- Adult older than 60
- Veteran
- None of the above

This information is shared with the Minnesota State Arts Board.

2. YOUR FLEXIBLE SUPPORT NARRATIVE
Character counts for each question are a maximum. Your answers provide context for the panelists. Do not include any hyperlinks, as the panel review of your application is strictly limited to the content provided in this section. Any narrative with a hyperlink will not be reviewed by the panel.

The information in the Flexible Support Narrative section will be shared with panelists as part of their review of your application. It is also used by MRAC staff to determine organization/group eligibility and project / program eligibility.

About your Organization/Group
Provide your answer to each question in the text box. Your answers provide context about your organization/group.

1. What are the organization/group’s overall goals, mission, and/or intentions? (750 characters maximum)

2. Describe any previous arts programming your organization/group has produced. If new, describe arts programming your organization/group will produce. (750 characters maximum)

Project / Program Name (25 characters maximum)
In a few words, what is the name or title of your project / program?
This information is shared with the Minnesota State Arts Board. If the application is awarded a FY24 Flexible Support grant, it will also be used to publicize the grant award via press releases and on the MRAC website.

Project / Program Description (100 characters maximum)
Provide a brief (1-2 sentence) summary of your project, beginning with the phrase "Funding to" or "Funding for." Example: Funding for an outdoor jazz concert in St. Paul in July 2024.

If the application is awarded a FY24 Flexible Support grant, this information will be used to publicize the grant award via press releases and on the MRAC website.

Project / Program Design
Provide your answer to each question in the text box. Your answers provide context about the project that you are seeking funding for.

1. What are the activities that will take place during your project / program? (1,000 characters maximum)
2. What are the primary goals of your project / program? (750 characters maximum)
3. Where do you envision activities taking place? (500 characters maximum)
4. Provide a timeline of project activities that will take place during the grant period (May 1, 2024 to your “Proposal End Date”). Please provide months and years (e.g. June 2024). (500 characters maximum)

Arts Access
Provide your answer to each question in the text box. Your answers provide context about the project that you are seeking funding for.

1. Who will participate and benefit from the project / program? Consider describing aspects of their identities. (1000 characters maximum)
2. How will this project create (or contribute to the organization/group’s capacity to create) meaningful access to the arts for the intended participants? (1000 characters maximum)

3. ADDITIONAL INFORMATION ABOUT YOUR PROJECT
The information in this section will not be shared with panelists as part of their review of your application.

Project Budget
This is a branching question that results from your answer to Is your organization/group Leadership comprised of 51% or more people who identify as BIPOC and/or LGBTQIA2+ and/or a disabled person/person with disabilities? (pages 15-16).

Organizations/groups whose Leadership is at least 51% Black, Indigenous, or People of Color (BIPOC); and/or disabled people/people with disabilities; and/or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual/Agender, Two-Spirit (LGBTQIA2+) will complete a Project Budget that is up to $25,000 in grant award funding.
Other eligible organizations/groups will complete a Project Budget that is up to $15,000 in grant award funding.

All organizations/groups: List only cash expenses that the MRAC Flexible Support grant will cover. The Project Budget may not exceed the Maximum Grant Award Amount (cell B12). The table will automatically calculate the Total Grant Award Amount (B11). Including any ineligible expenses may affect the size of your Total Grant Award Amount or deem the entire application ineligible. Note: If Difference between Maximum & Total Grant Award Amounts (B13) is a negative number, please check your math as you have exceeded the Maximum Grant Award Amount.

Refer to Project Eligibility (pages 7-9) for information about ineligible projects and expenses.

This information is used by MRAC staff to determine project eligibility and the grant award amount eligibility. If the application is awarded a FY24 Flexible Support grant, it is also used in your final report.

Proposal End Date
On what date do you envision the project activities being complete, and all grant funds spent? Your Proposal End Date must be on/before 5/31/2025.

Refer to Project Eligibility Question 2 (page 8) for information about the Eligible Funding Period.

This information is used by MRAC staff to determine project eligibility, and it is shared with the Minnesota State Arts Board. If the application is awarded a FY24 Flexible Support grant, the final report will be due two months after the Proposal End Date.

Discipline Code - Project
Select one category that best represents the grant activity described in your application.

This information is shared with the Minnesota State Arts Board.

Project / Program Participation Data
The following numbers relate to the specific project you are proposing and are estimates for the participants you will engage. We know this is a guess. Enter in numbers for each box, even if that number is 0. For organizations/groups with organizational capacity projects, many of your participant numbers may be 0. There is no judgment on these numbers.

- Adult Artists Benefitting - Project: Provide an estimated number of adult artists who will be directly involved in or providing art or artistic services for the grant project. Include living artists whose work is represented whether or not the work was provided by the artist or an institution.
- Adult Participants - Project: Provide an estimated number of adults who will be directly engaged with the arts during your project, through attendance at arts events or participation in arts learning or other types of activities in which people were directly involved with artists or the arts. Excludes employees*, paid performers, artists participating, children/youth, and broadcast/online audience. Actual number must be
reported in your final report. *Exception: include employees if employees are the targeted audience. 

- Youth Participants - Project: Provide an estimated number of children/youth (0-18) who will be directly engaged with the arts during your project through attendance at arts events or participation in other types of activities in which people were directly involved with artists or the arts. Do not include broadcast/online audiences.

- Online / Broadcast / Remote Participants - Project: Provide an estimated total number of individuals who will participate in the proposed project activities only through online, broadcast, or remote means during the project period.

This information is shared with the Minnesota State Arts Board. If the application is awarded a FY24 Flexible Support grant, it is also used in your final report.

Outcomes
Select the outcome most closely aligned to what your organization hopes to achieve with the project. You may anticipate multiple outcomes, but please select the one that seems most significant.

Arts Access
- A reduction in geographic, cultural and/or physical barriers to arts participation.
- A change in knowledge, attitude, behavior or condition due to public art, arts festivals or arts events.
- Artists/art groups are strengthened by connecting to their communities through the arts.
- Artists expand and improve their work and the way in which they create it.
- Artists connect to new audiences, building relationships that provide artistic growth.

Arts Education
- Residents learn new arts skills & techniques.
- Residents gain awareness and appreciation for artistic disciplines and mediums.
- Artists build their capacity through professional development.

Arts and Cultural Heritage
- Residents build connections to their own and others’ cultural heritage through events and/or activities.
- MN folk and traditional artists/audiences are expanded.
- MN folk and traditional artists see an increase in demand for work.

This information is shared with the Minnesota State Arts Board. If the application is awarded a FY24 Flexible Support grant, it is also used in your final report.

Evaluation Plan
How will you evaluate the impact of the funds on your organization and / or community? (You may choose multiple options.)

- Interviews/Conversations with board/staff/leaders
- Interviews/Conversations with board/staff/leaders
- Reviewing recorded information or documentation (such as finances, attendance records, work plans)
- Observation
- Surveying
- Other (please describe)

This information is shared with the Minnesota State Arts Board. If the application is awarded a FY24 Flexible Support grant, it is also used in your final report.

Certification

By clicking "We Agree" below, you certify the following statement: "We certify that we have read the FY2024 Flexible Support guidelines; our Leadership List/board of directors is aware of and supports the activities and/or project as described in this application; and all information in the submitted application is true and correct to the best of our knowledge. Further, we resolve to carry out the activities and/or project as it is described in the submitted application if funding is awarded by MRAC. Additionally, we agree to supply additional documents and/or update the application if requested by MRAC staff."