



NATIONAL
ENDOWMENT
FOR THE ARTS

A great nation
deserves great art.

SAIH
09-03-24-07

**Governor's Certification to Request Funds
from the
National Endowment for the Arts
through the
American Recovery and Reinvestment Act of 2009
Public Law 111-5 ("Recovery Act")**

Deadline for Governor's Certification: Friday, April 3, 2009

I Background

Section 1607 of the American Recovery and Reinvestment Act of 2009, *Public Law 111-5 ("Recovery Act")*, stipulates that the Governor of any state or agency thereof requesting ARRA stimulus funds must certify not later than 45 days after the enactment of the Act that the state will request and use the funds.

Funds from the National Endowment for the Arts available to Delaware Division of the Arts under this Act:

- are non-matching federal funds anticipated to be no less than \$290,400.00, and
- shall be expended in accordance with the National Endowment for the Arts' *The Arts and the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act"), State Arts Agencies and Regional Arts Organizations Guidelines.*

II Certification

Persuant to Section 1607 of the Act, by my signature, I certify that it is my intention to request and use the funds made available by the National Endowment for the Arts in accordance with the National Endowment for the Arts: *The Arts and American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act"), State Arts Agency and Regional Arts Organization Guidelines.*

Signed by: _____ Date: _____

Jack A. Markell
Printed Name of Governor

The completed Certification Form must be forwarded no later than April 3, 2009 (as a PDF with signature or faxed) to:

John E. Ostrout
Director, State & Regional Partnerships
National Endowment for the Arts
email as aPDF to: ostroutj@arts.gov
or fax to: 202-682-5613



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Grants • Apply for a Grant

The Arts & the American Recovery and Reinvestment Act of 2009

Public Law 111-5 ("Recovery Act")

SHARE

What's this?

STATE ARTS AGENCIES/REGIONAL ARTS ORGANIZATIONS

CFDA No. 45.025
2009NEA04ARRA40
3135-0125

Application Deadline: Organizations are required to submit their applications electronically through Grants.gov, the federal government's online application system. The Grants.gov system must receive your application no later than 11:59 p.m., Eastern Time, on March 13, 2009.

Frequently Asked

Grant Program Description

The American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act") recognizes that the nonprofit arts industry is an important sector of the economy. In accordance with this Act, the National Endowment for the Arts has received funds to help preserve jobs in the nonprofit arts sector that are threatened by declines in philanthropic and other support during the current economic downturn. As partners of the Arts Endowment, the state arts agencies (SAAs) and regional arts organizations (RAOs) have an important role to play in advancing the goals of this program. The NEA will award American Recovery and Reinvestment Act funds to the SAAs and RAOs specifically for **projects that focus on the preservation of jobs in the arts.**

Funds to the SAAs and RAOs must be used for subgranting to eligible nonprofit organizations in their state or region. These special, one-time subgrants to organizations **must be used for:**

- Salary support, full or partial, for one or more positions that are critical to an organization's artistic mission and that are in jeopardy or have been eliminated as a result of the current economic climate.

And/or

- Fees for previously engaged artists and/or contractual personnel to maintain or expand the period during which such persons would be engaged.

SAAs and RAOs may use up to \$50,000 of the NEA grant funds for their own jobs for the purposes outlined above, and/or for the administration of the subgranting programs. Priority will be given to cost-effective programs that maximize the amount of funds distributed.

Each SAA and RAO must develop a plan to distribute these critical funds quickly. SAAs and RAOs are encouraged to use, as a template for their own material, the review criteria and application information that the NEA is using for its Recovery Act competitive grant program. (SAAs and RAOs that do not want to use the NEA material should advise the NEA.) The funds should directly impact a broad constituency that the SAA or RAO serves, and reach the full geographic range represented by that constituency. As appropriate, efforts should be made to reach organizations that serve underserved populations such as those whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability.

Organizations are limited to receiving NEA American Recovery and Reinvestment Act funds through only one source – from the Arts Endowment directly, or directly through an entity eligible to subgrant NEA funds including a state arts agency, a regional arts organization of state arts agencies, or a designated local arts agency that is eligible to subgrant funds. To prevent overlaps in funding, the NEA will provide subgrantors with a list of organizations that receive American Recovery and Reinvestment Act funds directly from the NEA (see "Period of Support" for more information).

The national service organization of SAAs and RAOs is eligible to apply for a non-subgranting project for its own jobs consistent with the purposes outlined above.

SAAs, RAOs, and their national service organization will be required to report on funding received through the American Recovery and Reinvestment Act (see "Administrative Requirements" for more information).

As outlined in Section 1607 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act"), for funds provided to any state or agency thereof, the governor of the state shall certify that the state will request and use funds provided by the Act.

Award Information

Matching Requirement

All grants to the SAAs, RAOs, and their national service organization under this program are non-matching.

How Award Amounts Will Be Determined:

For the SAAs serving states and jurisdictions with populations of more than 200,000:

Each SAA will receive a share of the available funds proportionate to that SAA's share of the total pool of FY 2008 State Arts Plan Component funds. Each of these SAAs may use up to \$50,000 for its own jobs and/or for the administration of its subgranting programs.

For the SAAs serving jurisdictions with populations of fewer than 200,000:

Each SAA may request a grant amount of \$25,000 or \$50,000. Each of these SAAs may use some or all of the funds for its own jobs and/or for the administration of its subgranting programs.

For the RAOs:

Each RAO will receive a share of the available funds proportionate to that RAO's share of the total pool of FY 2008 Regional Partnership Agreement funds. Each RAO may use up to \$50,000 for its own jobs and/or for the administration of its subgranting programs.

The national service organization representing the SAAs and RAOs may request a grant amount of \$25,000 or \$50,000 for its own jobs.

Period of Support

NEA awards will support activities that are scheduled to begin on April 1, 2009, or shortly thereafter. SAAs and RAOs should keep in mind the importance of distributing these critical funds as promptly as possible. The period of support should take into consideration the subgrantees' grant periods and requirements concerning subgrantees' submission of final reports. Generally, a grant period of up to two years is allowed.

Organizations are limited to receiving NEA American Recovery and Reinvestment Act funds through only one source. To prevent overlaps in funding, following the June 2009 meeting of the National Council on the Arts, the NEA will provide subgrantors with a list of organizations that receive American Recovery and Reinvestment Act

funds directly from the NEA. Application deadlines for subgranting programs should be scheduled after the June 2009 meeting of the National Council on the Arts.

No pre-award costs are allowable in the Project Budget. Project costs that are incurred before April 1, 2009, will be removed from the Project Budget.

Applicant Eligibility

This funding opportunity is limited to the designated 50 state and six jurisdictional arts agencies, their six authorized regional arts organizations, and the national service organization of SAAs and RAOs. All organizations must be NEA awardees at the time of application and have submitted acceptable Final Report packages by the due date(s) for all Arts Endowment award(s) previously received.

Each organization is limited to one application.

An application in response to this announcement does not affect an organization's regular funding under its Partnership Agreements award. Requests under this opportunity cannot overlap with any costs included in a Partnership Agreement award.

How to Prepare and Submit an Application

Organizations are required to submit their applications electronically through Grants.gov, the federal government's online application system. The Grants.gov system must receive your application no later than 11:59 p.m., Eastern Time, on March 13, 2009.

Renew/verify your registration with Grants.gov and make sure that all of your information is current before you apply.

If you have problems with registration, call the Grants.gov help desk at 1-800-518-4726, e-mail support@grants.gov, or consult the information posted on the Grants.gov Web site at **Applicant Help**. The Grants.gov Customer Service hours are 7:00 a.m. to 9:00 p.m., Eastern Time, Monday to Friday.

See "**How to Prepare and Submit an Application**" for further instructions.

Application Review

The following criteria are considered during the review of applications:

The **artistic excellence** and **artistic merit** of the project, which includes the:

- Quality of the organization.
- Potential of the project to have a significant and immediate impact on the arts work force.
- Significance of the project and position(s) to the mission and core work of the organization.
- Likelihood that the project will achieve the identified outcome(s) and the feasibility of the proposed performance measurements. *
- Ability to carry out the project including the appropriateness of the budget, the quality and clarity of the project goals and design, the resources involved, and the qualifications of the project's personnel.
- For subgranting programs:
 - Appropriateness of the program to the organization's mission, audience, community, and/or constituency.
 - Potential to reach a broad geographic range of constituents.
 - As appropriate, potential to reach organizations that serve underserved populations such as those whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability.

* The Arts Endowment, along with other federal agencies, collects information on the projects it funds in order to track the results -- or outcomes -- of its activities. This information is compiled and reported to Congress and the public. The outcome the Arts Endowment intends

to achieve through the American Recovery and Reinvestment Act is: *Activities supported through partnerships with state arts agencies and regional arts organizations make the arts and arts education widely available.* Within the context of this outcome, we ask all applicants to define what they would like to achieve, how they will assess the degree to which it is achieved, and, upon completion of the project, what they have learned from their successes and failures.

All applications are reviewed by an advisory panel. Panel recommendations are forwarded to the National Council on the Arts, which then makes recommendations to the Chairman of the National Endowment for the Arts. The Chairman reviews the Council's recommendations and makes the final decision on all grant awards. Pending the availability of funding, it is anticipated that applicants will be notified of award or rejection in April 2009.

Award Administration

Crediting Requirement

Grantees must clearly acknowledge support from the National Endowment for the Arts in their programs and related promotional material including publications and Web sites. Organizations that receive grants may be provided with specific requirements for acknowledgment of this initiative. In addition, the NEA will provide detailed crediting language for SAAs and RAOs to use with their own grantees.

Administrative Requirements

Before submitting an application, organizations should review the *Grants for Arts Projects* guidelines and *General Terms & Conditions* for detailed information on legal requirements, financial reviews and audits, and other administrative matters that pertain to this announcement.

Grantees will be required to:

- Report on the use of NEA American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act") funds as outlined in Section 1512 (c) of the American Recovery and Reinvestment Act. This will include quarterly reports to the NEA in a pre-determined format.
- As applicable, maintain personnel activity ("Time & Effort") reports for any employee whose salary is charged, in whole or in part, to the award. See an example.
- For grants for projects that engage artists and/or contractual personnel to whom you propose to pay fees, maintain written contracts that outline the employment terms.
- For SAAs and RAOs, report on each subgrant to the NEA in a pre-determined format.

Grantees should ensure that these reports do not overlap with reports for their Partnership Agreements or cooperative agreements.

In addition, SAAs and RAOs should work with their subgrantees to help these organizations obtain DUNS numbers (www.dnb.com) and register with the Central Contractor Registry (CCR, www.ccr.gov), as these may be requirements.

A "Recovery" section has been added to the NEA web site at www.arts.gov/recovery/ to serve as the central information portal for the agency's implementation of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("Recovery Act"). Additional reporting requirements can be found here as they become available.

Recovery.gov is the federal portal that allows the taxpayer to track how money from the American Recovery and Reinvestment Act is being spent.

Agency Contacts

If you have questions, please contact:

Andi Mathis
Specialist, State & Regional Partnerships
202/682-5430 or mathisa@arts.gov

John Ostrout
Director, State & Regional Partnerships
202/682-5753 or ostroutj@arts.gov

Reporting Burden

The public reporting burden for this collection of information is estimated at an average of 8 hours per response including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The Arts Endowment welcomes any suggestions that you might have on improving the guidelines and making them as easy to use as possible. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Office of Guidelines & Panel Operations, Room 620, National Endowment for the Arts, 1100 Pennsylvania Avenue, NW, Washington, DC 20506-0001. Note: Applicants are not required to respond to the collection of information unless it displays a currently valid U.S. Office of Management and Budget (OMB) control number.

March 2009

OMB No. 3135-0125 Expires 08/31/2009

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National Endowment for the Arts · an independent federal agency
1100 Pennsylvania Avenue NW
Washington, DC 20506

Delaware Division of the Arts Narrative –ARRA Application

A. Proposed Subgranting Program

The Delaware Division of the Arts (hereafter “Division”) implementation of the American Recovery and Reinvestment Act (hereafter “ARRA”) will provide direct funding to support existing salaried or contractual positions—those recently suspended or in jeopardy of elimination—within nonprofit arts organizations that serve broad and diverse constituencies throughout the state. Organizations will be expected to demonstrate the criticality of retaining the position(s) in order to fulfill their core mission and serve their constituents.

The **applicant pool** will include all current Division arts organization grantees receiving general operating support in FY2009, as well as agency partners, who demonstrate critical need for sustaining self-identified specific paid position(s) to carry on the artistic mission of the organization in service to the community. These organizations have already been approved for public funding through a panel review process that examines their artistic quality, availability of the arts, and satisfactory management practices. They represent a diversity of organizations in geographic location, size, discipline, and audience base. They also provide a manageable pool of potential applicants for the Division, to ensure a timely implementation of the program.

The pool of potential applicants represents all arts disciplines (dance, film, literary, music, theater, and visual) from all three counties in the state. Approximately 45 organizations will be eligible to apply to the Division for financial support through this initiative. Representative organizations include, but are not limited to:

Organization	City	Most Recent 990 Expenses
Biggs Museum of American Art	Dover	765,925
Center for the Creative Arts	Yorklyn	656,225
Christina Cultural Arts Center	Wilmington	1,471,625
Clear Space Productions	Rehoboth Beach	405,722
Delaware Art Museum	Wilmington	5,524,733
Delaware Center for the Contemporary Arts	Wilmington	1,145,393
Delaware Dance Company	Newark	576,403
Delaware Symphony Orchestra	Wilmington	1,992,995
Delaware Theatre Company	Wilmington	2,226,372
First State Ballet Theatre	Wilmington	238,479
Grand Opera House	Wilmington	6,340,454
Mid-Atlantic Ballet	Newark	103,213
Music School of Delaware	Wilmington	1,745,475
Newark Arts Alliance	Newark	100,363
Opera Delaware Inc	Wilmington	1,420,415
Possum Point Players	Georgetown	161,578
Rehoboth Art League	Rehoboth Beach	902,543
Rehoboth Beach Film Society	Rehoboth Beach	367,702
Schwartz Center for the Arts	Dover	722,853
Smyrna Opera House	Smyrna	345,566
VSA Delaware	Dover	106,161
Winterthur Museum & Country Estate	Winterthur	49,245,908

Delaware Division of the Arts Narrative –ARRA Application

Upon completion of its own internal guidelines, consistent with those of the National Endowment for the Arts (hereafter “NEA”), the Division will **notify the applicant pool** by email and US mail of their eligibility to apply for ARRA funds. Application materials will be available on the agency website. Staff will be available to answer questions about the application process.

Many of our current grantees provide services to **underserved populations**. They will be included in all correspondence. This will also be a criterion in funding decisions: that the stimulus funds are distributed throughout the state to serve diverse, as well as underserved, communities.

The Division is currently developing a process for **receiving and reviewing requests**. While still in the planning stages, the Division is committed to developing a streamlined application for eligible applicants that solicits information that supplements narratives already submitted in the recent (March 2009) annual application for general operating support. The ARRA application will request budgetary information on staff positions recently eliminated or in jeopardy of elimination, along with a description of the critical nature of those positions for sustaining the operations of the organization in fulfillment of their mission to the community.

The Division will make applications available online in both Word and PDF format, for completion and subsequent submission to the Division. We anticipate that applications will be due no later than June 1, 2009. A panel of staff and State Arts Council members will review the applications, in conjunction with the recently submitted general operating support applications, and develop funding recommendations for review by the full State Arts Council.

The Division will complete the application and review process by July 1, with applications ranked in priority order. Once the NEA announces its direct grants to Delaware organizations, the Division will send out its own grant award letters. At all stages in the process, the Division will coordinate with both the NEA and the Mid Atlantic Arts Foundation to ensure that no Delaware applicant receives funding from more than one source.

Criteria for reviewing the applications will address both the artistic excellence and merit of the organization and its programs, including:

- Quality of the organization
- Significance of the position(s) to sustain the mission and core operations of the organization
- Potential of the funding to have a significant and immediate impact on the arts work force
- Impact the organization has on its community and/or local economy (ancillary jobs)
- Likelihood that the organization will be able to achieve its goals by sustaining the position
- Ability to sustain the organization’s outreach to underserved populations

B. Appropriateness of the Project

The Division is “dedicated to nurturing and supporting the arts to enhance the quality of life for all Delawareans.” At the core of our mission is assistance to organizations in their delivery of services to communities. A primary objective in our strategic plan is to “strengthen arts providers in their capacity to delivering programs and services to their constituents.”

This federal initiative allows us to do so in a way that is meaningful to the organizations and the communities they serve. At this time of economic crisis, we have heard from many arts organizations about their own economic distress. There is no more appropriate course of action than a timely disbursement of funds to support arts organizations that face staff reductions resulting in reduced hours, programs, and cutbacks in services.

C. Impact of Administering the Program

The Director will assign the administration of this initiative to a program manager and the grants manager. The Division will treat this as a separate grant program and track/report according to NEA guidelines. The Division will provide reporting requirements to all subgrant recipients, and the grants manager will track the timely submission of all reports.

The duration of the grant period is still under review, but will not extend past December 31, 2010. This will accommodate the arts organizations’ immediate needs and while taking into account the Division’s need for administrative efficiency.

The Division will develop time allocations for staff in conjunction with, and in consideration of, the development of our internal guidelines and reporting requirements.

D. Support for Internal Positions

The Division does not plan to use any of the federal funds for internal staff costs, in order to maximize the amount available to subgrant recipients.