



## PHASE II

### Request for Proposal and Application Information

The New Jersey Arts and Culture Recovery Fund (NJACRF) was established to ensure the survival and strength of the state's arts and culture nonprofit sector during and after the COVID-19 pandemic.

The fund was created as a public-private partnership, capitalizing on the resources and expertise available through the government, corporate, and private philanthropic sectors. Strategic alignment of these partners ensures a coordinated approach to sector support, and ongoing dialogue with the field and stakeholders.

NJACRF will provide financial support to catalyze an equitable statewide recovery and build resilience for New Jersey-based nonprofit arts, arts education, and/or history organizations facing disruption and loss. The fund will assist in the transition from recovery to resiliency, with a long-term goal of creating a thriving and sustainable arts and culture sector.

No organization or culture worker has been immune to the impact of this crisis, but data has revealed that the disruption has disproportionately affected Black, Indigenous, and other People of Color (BIPOC), as well as historically under-resourced organizations serving BIPOC communities. Therefore, the Fund is committed to a transparent, equity-centered process to ensure that the funds represent and support the most under-resourced and under-served populations of New Jersey.

The Fund will favor those arts, arts education, and history organizations forging adaptations and creative solutions in response to the pandemic that will contribute to greater resilience and sustainability for the sector as recovery progresses.

As the fund develops and the needs and priorities of the sector change, Fund priorities may evolve accordingly.

[What will NJACRF support?](#)

The Fund will provide grants directly to nonprofit organizations negatively impacted by the COVID-19 crisis.

*Organizations can apply for up to \$50,000 support if the organization's pre-COVID budget is \$5M or less.*

Grant dollars to support organizations can be used to mitigate financial losses and expenses related to the COVID-19 pandemic in the following areas:

- **Personnel**: sustain and manage payroll/contract obligations to cover operations in transition and/or reorganization.
- **Operations and Equipment**: facility maintenance and alterations necessary to respond to new health and safety requirements such as Personal Protection Equipment and sanitation services; new equipment and technology to adapt programming and systems for current or future innovation; and infrastructure adjustments.
- **Professional Services**: external consulting or other service needs to make mission-aligned adaptations; explore mergers and other collaborations and partnerships; develop a scenario-oriented plan, build remote programming, provide staff training, etc.

Please note: the Fund cannot make grants directly to individuals in this phase.

#### Priority Criteria:

We expect a large number of requests that will exceed the amount of funds available. As we review proposals, we will be considering the following aspects of the requests and giving priority to:

- Small and mid-size arts, arts education, and/or history organizations working in underserved communities in south, central, and northern New Jersey.
- Organizations with a demonstrated commitment to equity and serving communities most vulnerable to the impact of COVID-19 and/or pursuing social justice work through arts, arts education, or history programming.
- Organizations with leadership of color on staff and board.
- Organizations actively planning for recovery that demonstrate adaptability to new circumstances Organizations that are reimagining what their work will look like in a post-COVID future and are responsive to new demands, instead of replicating past programming exactly as it was prior to the pandemic.
- Organizations that have developed new partnerships or built on existing ones to have greater impact with personnel, systems, or programs.

#### Who is Eligible:

We will accept applications from organizations that meet the following eligibility requirements. The applicant must:

- be incorporated in New Jersey as a 501(c)(3) and serve New Jersey communities;
- have a pre-COVID expenditure budget of \$5 million or less;
- employ at least one year-round, part-time, paid employee working a minimum of 20 hours per week in an administrative or a combined administrative/artistic leadership role; (Please note, a part-time primarily artistic employee does not meet this eligibility requirement.)
- have a primary mission focused on arts, arts education, or history;
- be in operation for a minimum of two years prior to the application;
- not be a NJACRF grantee from a previous round. (Please note, organizations that applied to the fund but did not receive a grant are eligible to apply.)

### Who is NOT Eligible:

- Organizations that already received a grant in the first NJACRF grant round.
- Individuals.
- Organizations without paid staff.
- Local, state, or federal government agencies.
- Organizations that offer arts or history programming but whose mission is not primarily arts, arts education, or history, such as social services or community development organizations, zoos, science centers, and botanical gardens.
- Stand-alone or one-time festivals, conferences, or other events. Stand-alone publications, films/videos, or websites.
- Religious organizations.
- Groups that are legally, financially, or operationally part of a larger institution, e.g., the art department of a college.
- Colleges, universities, or Pre-K to 12 educational institutions

### Application Requirements and Review Process:

The Application Deadline is April 12, 2021. Organizations interested in applying will be required to answer an eligibility quiz prior to accessing the application portal. Those deemed ineligible for the grant will receive immediate notice of declination. Once submitted, applications will be assessed by a review panel with a goal of notifying applicants of the decision within 6-8 weeks of application receipt.

Organizations can apply for up to \$50,000, but a majority of grants will be awarded a smaller amount. Grant size will be considered relative to organizational capacity and budget size, as well as the Fund's [priority criteria](#). This does not necessarily mean larger organizations will receive the largest grants.

### Review Process:

Grant decisions will be made by a steering committee comprised of a coalition of funders and stakeholders galvanized around the Fund's mission to ensure the survival and strength of the arts and culture sector now and into the future. Decisions will be guided by a review panel of arts, arts education, history, and philanthropy experts after a thorough review using this [evaluation rubric](#) and follow-up full panel discussion.

- The grants will not exceed \$50,000 and can cover up to a 12-month period. Award amounts will take into consideration the organization's total operational budget and capacity.
- Applicants will be required to submit an application and budget via Princeton Area Community Foundation's grant portal at [njartsculture.org](http://njartsculture.org).
- If accepted, grantees will be required to complete a short report outlining use of funds within three months of the completion of the proposed grant. The report will illuminate how funds helped the organization shift to a more resilient future.

**APPLY NOW**