

MIAMI-DADE COUNTY DEPARTMENT OF CULTURAL AFFAIRS
MIAMI-DADE ARTS SUPPORT (MAS) GRANTS PROGRAM
CARES Act Coronavirus (COVID-19) Relief Fund

ELIGIBILITY REVIEW AND APPLICATION QUESTIONS PREVIEW

This document will help you prepare your application responses and materials so you will be ready to complete the online application when it opens. This is not the official application and is subject to change.

The Miami-Dade Arts Support (MAS) Grants Program utilizes resources from the federal Coronavirus Relief Fund (CRF) to help provide relief to arts and cultural businesses impacted by the Coronavirus (COVID-19). Grants will be provided to Miami-Dade-based arts and cultural businesses that have had to cease operations, lay off employees or whose operations and programming have been severely diminished due to locally mandated closure orders.

To request authorization to apply, applicants will answer a series of questions to confirm eligibility. Applicants may be asked for additional information to verify eligibility later in the application process.

ELIGIBILITY STAGE

Category A organizations will be asked the following questions:

- Have they received a notification from the Department of Cultural Affairs with an invitation to apply to this category?
- Are they legally incorporated in the State of Florida?
- Does the organization have as its primary purpose and function, as defined by the Articles of Incorporation and By-laws of the organization, the creation, performance, exhibition and/or presentation of the arts and culture?

Category B organizations will be asked the following questions:

- Are they based in Miami-Dade County?
- Are they legally incorporated in the State of Florida?
- Do they have a primary arts and culture purpose and function?
- Do they have at least a one-year track record of creating, producing or presenting cultural programs and activities?
- Are they presenting activities and/or programs that are located within Miami-Dade County, that benefit local audiences and that are open and accessible to the general public?
- Are they an educational organization or facility (such as a daycare/preschool or school)?
- Are they a school support organization (such as parent-teacher association, booster club or auxiliary organization)?
- Are they a religious organization whose cultural programs, in whole or in part, designed to promote religious or sectarian activities or to encourage the preference of a particular religion?

ADDITIONAL INFORMATION – ELIGIBILITY STAGE

- ✓ **Individual / Organization Contact Form** – intake form including basic contact information
- ✓ **Proof of Corporate Status and Legal Address** – applicants will upload a printout verifying this information directly from the State of Florida – Division of Corporation’s website at <https://dos.myflorida.com/sunbiz/>.
- ✓ **IRS 501(c)(3) Tax-Exemption Verification** - nonprofit organizations designated as tax-exempt under section 501(c)(3) of the IRS tax code will verify their status using SurveyMonkey Apply’s verification feature.
- ✓ **Fiscal Agent Information** - Organizations applying with a fiscal agent will complete a FISCAL AGENT AGREEMENT FORM (downloadable document). The agreement must be signed and uploaded to complete the eligibility process.

APPLICATION QUESTIONS

1. *Funding Category* (Category A or Category B)
2. *Project Name*: applicants will be directed to enter their organization name only in the section [ENTER ORGANIZATION NAME HERE].
3. *Is your organization applying in Category A **and** eligible to apply for up to \$50,000 or more? Please refer to the notification letter received from your designated Grant Administrator.*
4. *Request amount – enter the specific amount requested*
5. *Request Start Date - Choose the first month this application payment request will cover. This should be the first month for which expenses covered CRF monies will be applied.*
6. *Request End Date - Choose the last month this application payment request will cover. This should be the first month for which expenses covered CRF monies will be applied.*
7. *Select the payment category for this application (choose one):*
 - *Reimbursement Request*
 - *Projected Expenses*
 - *Reimbursement Request and Projected Expenses*
8. *Statement of Need (2,000 characters): Briefly describe the ways in which the impact the Covid-19 pandemic has had on your organization's operations and artistic programs, and why Coronavirus Relief Funds are needed at this time. When applicable, describe areas most affected by closures and cancelation of programs such as staffing support, financial impact, etc.*

PROGRAM TRANSITION SUPPORT

Program Transition Support:	CRF Grant Dollars Allocated - For Reimbursement Requests	CRF Grant Dollars Allocated - For Projected Expenses
Salaries and Costs Incurred for the Transition to an Online Platform(s)	0	0
Other Expenses (enter total here; provide detailed breakdown in the section below):	0	0

Other Expenses Breakdown - Program Transition Support:

	Description	Amount
		0
		0
		0
		0
		0

9. *Reimbursement Request Uploads (for reimbursement requests only): All submitted expenses for reimbursement must be accompanied by documentation that clearly substantiates the purpose(s), amount(s), date(s) and proof of payment of the expenses being requested. These requests will be carefully reviewed to ensure that they meet eligibility requirements.*

PLEASE NOTE THIS INFORMATION IS SUBJECT TO CHANGE.

Click here for the official [Miami-Dade Arts Support \(MAS\) Grants Program Guidelines](#).

QUESTIONS? Click here to review [Frequently Asked Questions](#).