

**City of Miami Beach  
Cultural Arts Council Covid-19 Emergency Relief Grant**

**Eligibility:**

Current grantees (Cultural Anchors) of the City of Miami Beach Cultural Arts Council (FY 19-20) who have been financially impacted by the Covid-19 pandemic are eligible to apply for emergency relief. To apply, organizations are required to:

- Demonstrate need
- Provide proof of 1:1 match for requested amount;
- Operate and maintain a primary physical address within the City of Miami Beach.

The Cultural Arts Council COVID-19 Emergency Relief Grant provides operating funds to organizations with major preeminent and smaller arts institutions physically based in the City of Miami Beach, whose primary mission is year-round artistic and cultural programming that contributes significantly to the cultural life of the City of Miami Beach. These organizations are defined as “City of Miami Beach Cultural Anchors”.

**Cultural Anchor organizations include** Oolite Arts, The Bass Museum of Art, Jewish Museum of Florida, Miami City Ballet, Miami Design Preservation League, Miami New Drama, New World Symphony, Miami Beach Urban Studios (MBUS-FIU), Wolfsonian – FIU, Holocaust Memorial Committee, Miami Beach Film Society, Miami Beach Garden Conservancy (Miami Beach Botanical Garden), Miami Dade Public Library, O Cinema, The Rhythm Foundation, and University of Wynwood (O,Miami).

Organizations which received prior year Cultural Affairs grant funding, and which did not comply with the Grant Agreement and/or other requirements pursuant to same are ineligible to apply. Additionally, organizations which received funding from the Miami Beach Visitor and Convention Authority (VCA) during the same fiscal year are not eligible to apply. Applicants are required to furnish a minimum \$1 to \$1 funding match (in cash, in-kind, or a combination of both). A City of Miami Beach Cultural Affairs grant shall not be considered the sole source of funding. Applicants are encouraged to explore additional funding sources such as the Miami-Dade County Department of Cultural Affairs (305-375-4634), Florida Department of State, Division of Cultural Affairs (850-487-2980), private sources, etc.

Compliance with Laws / Good Standing With the City: The Grantee agrees to abide by and be governed by all applicable Federal, State, County, and City laws, including but not limited to Miami-Dade County's Conflict of Interest and Code of Ethics Ordinance, as amended, which is incorporated herein by reference as if fully set forth herein, and Chapter 2, Article VII of the Miami Beach City Code, as amended, which is incorporated herein by reference as if fully set forth herein. Grantee shall maintain its good standing in accordance with the laws of the State of Florida and the City of Miami Beach Code of Ordinances (“City Code”), and shall comply with any City Code requirement applicable to Grantee or to the Grantee’s operation its business or other activities in the City of Miami Beach, including, without limitation, obtaining any Certificate of Use or Business Tax Receipt(s) that may be required for any business activity, timely making payment of all taxes, fees or charges that may be due to the City of Miami Beach. Grantee shall

promptly take corrective action to correct any City Code violation or notice of violation issued by any governmental agency with jurisdiction over Grantee. Further, Grantee agrees to comply with the terms and conditions of any lease, contract, or other grant agreement that Grantee may have separately entered into with the City of Miami Beach ("Other City Contracts"). Any failure by Grantee to comply with any provision of the City Code applicable to Grantee, or any breach or default by the Grantee of any covenant or other term or condition contained in any Other City Contracts (after the passage of any applicable notice and cure provision set forth therein), shall, at the option of the City, be considered a Default (as such term is defined more fully below in Article II, Section 14 of this Agreement), in which event the City shall be entitled (but in no event required) to apply all rights and remedies available to the City under the terms of this Agreement by reason of a Grantee's breach or failure to comply with said obligations.

#### Board Training

*Board Training: Pursuant to Resolution 2018-30552, Grantees with annual operating budgets less than \$5M which receive \$25,000 or more in City funds are required to have 51% or more of its board membership complete the City's training for board members of non-profit agencies, who must have received such training within the last two years prior to Grantee receiving City funds.*

#### **Staff Consultation:**

**A mandatory workshop for eligible grantees will be held on May 12, 2020 at 2PM Zoom Conference to be scheduled**

If requested by Cultural Affairs program staff, qualified cultural organizations may be required to schedule an individual consultation with Cultural Affairs staff. Additional staff consultations may be necessary prior to submission of the full application to determine completeness and acceptability. Incomplete applications will not be accepted.

#### **Evaluation Criteria:**

An organization's need for emergency relief funding will be determined by evaluating:

- The negative and immediate revenue and operational impacts of Covid-19;
- New or expanded needs of the organization, and its constituents, as a result of the COVID-19 pandemic (creation of digital platforms, technologies, etc.);
- Short-term and long-term recovery plans, including how grantee is mitigating any impact of COVID-19, board participation, and efforts to find alternative funding sources;
- How funding will be leveraged to provide positive long-term recovery results and benefits; and
- The strength of operational and fiscal plans and measures currently being implemented

## **Grant Funding Timeline:**

Selection of recipients and funding level will be reviewed and recommended by the Cultural Arts Council and approved by the City Commission. The timeline is noted as follows:

1. Funding approval by City Commission- May 1, 2020
2. Guidelines presented to Cultural Arts Council- May 7, 2020
3. Applications Open – May 11, 2020
4. Mandatory Grant Workshop for Qualified Applicants- **May 12, 2020 at 3:00 PM**
5. Applications Due- May 29, 2020
6. Internal Review of Applications/Corrections Period - June 1-5, 2020
7. Applications available for Cultural Arts Council review and scoring- June 8-19, 2020
8. Cultural Arts Council meeting to review COVID-19 Emergency Grants- June 2020 (TBD with CAC- possible date June 25, 2020)
9. Cultural Affairs Council meeting to recommend grant funding for FY 20/21  
Cultural Arts Council Grants and COVID-19 Emergency Grants: **July 9, 2020**
10. City Commission Approval-TBD (July)
11. Grant Contracts issued July 2020

*The Cultural Affairs Program reserves the right to revise published information. Please contact Brandi Reddick [brandireddick@miamibeachfl.gov](mailto:brandireddick@miamibeachfl.gov) or Joshua Cardin [joshuacardin@miamibeachfl.gov](mailto:joshuacardin@miamibeachfl.gov) or visit <http://www.mbartandculture.org/grants/> to confirm information, including but not limited to, meeting dates and times. The Office of Cultural Affairs reserves the right to make changes in meeting dates and times as it deemed necessary.*

## **Allowable Grant Expenditures:**

General Operating including:

- Administrative salaries or fees
- Indirect or general operating costs related to the operation of the organization
- Artistic, technical, and outside artistic fees directly related to the proposed program or event that occur within the City of Miami Beach;
- Marketing, publicity, and printing;
- Honoraria;
- Postage;
- Equipment rental and expendable materials;
- Equipment rental and personnel necessary to provide program accessibility as mandated by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973;
- Space rental (performance-related only); and
- Production costs related to the proposed program, project or event;

**Grant Use Restrictions (grant funds may not be used towards):**

- Projects that are primarily recreational, political, therapeutic, vocational, rehabilitative or intended solely for practitioners of a specific religion;
- Remuneration of City of Miami Beach employees for any services rendered as part of a project funded by the City's Cultural Affairs grant program;
- "Bricks and mortar" or permanent equipment (unless the purchase price is less than the cost of rental);
- City of Miami Beach fees or services (City permit fees, off-duty police, insurance, electrician, etc.);
- Debt reduction;
- Contests;
- Travel or transportation;
- Insurance fees;
- Social/fundraising events, beauty pageants, or sporting events;
- Hospitality costs, including decorations or affiliate personnel with the exception of artists;
- Cash prizes;
- Lobbying or propaganda materials;
- Charitable contributions;
- Events not open to the public; unless the event serves to specifically benefit City of Miami Beach government.

*Please contact Cultural Affairs Program staff for any questions regarding grant-related expenditures.*

**Program Policies**

The Cultural Arts Grant Program is a public process governed by the Florida Government in the Sunshine Law. All Panel meetings are advertised and open to the public and all documents are available for inspection by the public.

Past receipt of grant awards, financial need, and merit of an application do not in themselves guarantee funding. Prior year grant recipients must submit a completed final report form no later than the date indicated in their current grant, in order to be eligible to receive next year's grant funds (if awarded). Additionally, once the final report has been reviewed, grant recipients must submit any additional required documentation by the deadline provided or the grant recipient will be non-compliant and ineligible to receive remaining grant funds, and ineligible to receive next year's grant funds if awarded.

Multiple organizations may not apply for City of Miami Beach Cultural Affairs grant funding towards the same project. An organization may submit only one application each grant year.

Cultural Affairs and the Miami Beach Cultural Arts Council do not fund: Capital expenditures; travel outside of the local Miami-Dade County area; hospitality; debt reduction; organizational fundraising; or City of Miami Beach services.

**Application and Report deadlines will be strictly enforced.**

All grant recipients must provide equal access and equal opportunity in employment and

services, and may not discriminate on the basis of disability, color, creed, gender, religion, or sexual orientation.

*To request this material in alternate format, sign language interpreter (five-day notice required), information on access for persons with disabilities, and/or any accommodation to review any document or participate in any City-sponsored proceedings, call 305-604-2489 and select 1 for English or 2 for Spanish, then option 6; TTY users may call via 711 (Florida Relay Service).*

In the event that Cultural Affairs staff determines the need to monitor grant recipients and events funded by these City grants, the Cultural Affairs staff may request tickets or waived admission for distribution to Cultural Arts Council members.