

SUPPLEMENTAL ECONOMIC RECOVERY GRANTS - FEDERAL FUNDS PROGRAM (SERG-FED)

Program Guidelines

Program Overview

As part of the federal American Rescue Plan (ARP), the National Endowment for the Arts (NEA) recently awarded \$844,700 to Mass Cultural Council to support the economic recovery of the Commonwealth's creative sector.

Mass Cultural Council allocated these federal funds and established The Supplemental Economic Recovery Grants-Federal Funds Program (SERG-FED) to support the cultural sector in Massachusetts as it recovers from the devastating impact of the COVID-19 pandemic. Through SERG-FED, Mass Cultural Council is awarding up to 17 subgrants to eligible Massachusetts organizations for use during state fiscal year 2022 (FY22).

Applicant Eligibility

Organizations eligible for SERG-FED:

- demonstrated financial need through their timely submission of Mass Cultural Council's [FY21 Cultural Organization Economic Recovery Grant \(COERG\)](#) application, but due to limited funds, were not awarded a grant under COERG.
- have an organizational mission that is primarily concerned with promoting artistic excellence and artistic merit.
- must meet the grant requirements and agree to the terms and conditions described further below.

Award Amounts, Funding Period, and Use of Funds

The maximum award amount for SERG-FED will not exceed \$50,000.

Organizations may use these federal funds for allowable expenditures incurred between July 1, 2021, and June 30, 2022 (FY22) for operational expenses, such as salaries, stipends, non-capital facility costs, health and safety costs, and general marketing costs.¹ Note: SERG-FED grants are NOT subject to a 1:1 Match Requirement.

Grant Requirements

Prospective SERG-FED awardees must read and accept the following terms and conditions of the SERG-FED award and indicate whether they accept these terms in the application and, therefore, the award.

- The organization's mission is primarily concerned with promoting artistic excellence and artistic merit.
- The awardee understands that the organization's eligibility for this grant is based on the COERG application submitted in December 2020.
- The organization acknowledges that its artistic excellence and artistic merit was adjudged on the eligibility and scoring criteria employed in the COERG program, specifically in terms of the quality of the organization, the potential to have an immediate impact on the arts workforce, significance of the mission and core work of the organization, the ability to carry out the award and the appropriateness of this program to the organization's mission, audience, community and constituency and the potential to reach organizations that serve underserved populations such as those whose opportunities to experience the arts are limited by ethnicity and other factors.
- The awardee understands that the grant funds the organization receives must be applied to the expenditures that take place between July 1, 2021, and June 30, 2022, subject to the limited qualification concerning expenditures incurred during the previous fiscal year¹.
- The awardee understands the organization **may only apply funds to the following eligible expenses:**

¹ In limited and rare circumstances where an organization does not have sufficient eligible expenses in state fiscal year 2022, Mass Cultural Council will consider permitting grant funds to eligible expenses previously incurred in state fiscal year 2021 (July 1, 2020-June 30, 2021).

- Salary support, full or partial, for one or more staff positions.
Note: Salary support for retail workers such as gift shop employees and café workers is unallowable.
- Fees/stipends for artists and/or contractual personnel to support the services they provide for specific activities in support of the organization's general operations (not new or special projects or programs).
- Facilities costs such as rent and utilities, e.g., electric, phone, gas bills. (Not to include upgrades to HVAC/ventilation systems or other renovation/construction costs.) Note: Costs related to home offices are unallowable.
- Costs associated with health and safety supplies for staff and/or visitors/audiences (e.g., personal protective equipment, cleaning supplies, hand sanitizer, etc.).
- Marketing and promotion costs.
- The awardee acknowledges the organization CANNOT spend the funds on the following ineligible expenses:
 - Salary support for retail workers such as gift shop employees and café workers is an unallowable expense.
 - Travel
 - Alcoholic beverages.
 - Gifts and prizes. This includes cash prizes, gift certificates/cards, or any other items with monetary value.
 - General fundraising for your organization.
 - Hospitality costs and social functions such as receptions, parties, and galas, as well as food/meals that conclude a program or event.
 - Land purchase costs, construction, or renovation of building structures.
 - Vehicle purchase costs.
 - Audit costs that are not directly related to a Single Audit.
 - Rental costs for home office workspace owned by individuals or entities affiliated with your organization.
 - Cash reserves or endowments.
 - Concessions including food, beverages, T-shirts, posters, and other items for resale.

- Contributions or donations to other entities.
- Fines and penalties, bad debt costs, or deficit reduction.
- Visa costs paid to the U.S. government.
- Lobbying or lobbyists.
- Costs incurred before or after the approved Period of Performance (7/1/2020 to 6/30/22).
- The awardee understands that it is receiving federal American Rescue Plan (ARP) funds from the National Endowment for the Arts (NEA), and as a subrecipient, will be required to follow the federal terms and conditions of these funds, which include crediting the NEA appropriately.
- The awardee acknowledges that the grant will be subject to [NEA's General Terms and Conditions, Title 2 of the Code of Federal Regulations \(2 CFR\)](#) and the NEA's National Policy Requirements, and any specific guidance on ARP funds issued by the NEA, [all of which are available online.](#)
- The organization is required to follow state and federal regulations that bar discrimination based on race, gender, religious creed, color, national origin, ancestry, disability, age, or sexual orientation, and which require accessibility for persons with disabilities. Specifically:
 - [The Americans with Disabilities Act of 1990 \(ADA\)](#)
 - [Section 504 of the Rehabilitation Act of 1973 \(Section 504\)](#)
 - [Title VI of the Civil Rights Act of 1964](#)
- The organization understands it will be obligated to submit a final report which will detail how the organization spent the grant funds and may be required to provide documentation for the expenditures.

In order to receive SERG-FED funds, the organization must affirmatively accept the terms and the award outlined in the guidelines above through the submission of an application using [Mass Cultural Council's Online Grant Management System.](#)

Legal and Other Requirements

As a condition of funding, all Mass Cultural Council Grantees are required to follow the following policies described below.

Failure to complete the Final Report will result in loss of eligibility for Mass Cultural Council grant programs until the Final Report has been received.

Contract Holds, Penalties, and Restrictions

Mass Cultural Council has the right to withhold, reduce, or cancel grants if the grantee:

- Fails to comply with the terms of the grant contract
- Does not properly credit Mass Cultural Council support
- Misses deadlines for grant reports

Accessibility and Non-Discrimination Policies

Mass Cultural Council is committed to ensuring that all personnel and service programs, policies, and practices will be formulated and conducted in a manner which will ensure equal access for all people and prevent discrimination not only as a matter of law, but also as a policy designed to encourage the participation of all segments of the Commonwealth's population in Mass Cultural Council programs and services.

Mass Cultural Council is happy to offer applicants/grantees alternative formats, auxiliary aids, and services necessary so that any individual can participate in the Mass Cultural Council's programs and services. Contact [our staff](#) for help.

Mass Cultural Council is dedicated to creating a workplace, programs, and services that welcome, respect, and value people of all races, color, age, sex, ethnicity, sexual orientation, gender identity, religions, creeds, ancestry, national origin, disability, and veteran status.

Mass Cultural Council will not fund any organization or program that discriminates on the basis of these attributes. We strive to reflect diversity in all activities, programs, and services removing any barriers to accessibility. Mass Cultural Council and its grantees are expected to be in compliance with:

- [The Americans with Disabilities Act of 1990 \(ADA\)](#)
- [Section 504 of the Rehabilitation Act of 1973 \(Section 504\)](#)
- [Title VI of the Civil Rights Act of 1964](#)

Mass Cultural Council's grantees sign a contract (see contract requirements) certifying that they will comply with ADA and Section 504. Mass Cultural Council aims to help grantees understand their obligations and recognize the opportunities that increasing access can support both the public and the grantee. Additional information about Mass Cultural Council's Accessibility Requirements and Compliance Tools for Grantees are located in our [Access Policy](#).

Reconsideration Policy

An applicant may request reconsideration of a Mass Cultural Council decision on their application if the applicant can demonstrate that the Mass Cultural Council failed to follow published application and review procedures. Dissatisfaction with the results of a review does not constitute grounds for reconsideration.

The first step in the reconsideration process is to consult with the appropriate [Program Staff](#) to discuss the review process that concluded in the Mass Cultural Council's decision. If the applicant wishes to pursue a reconsideration, a request must be sent to the Mass Cultural Council's Executive Director, in writing, within 30 days of the Mass Cultural Council's notification to the applicant of its decision.

How to Apply

- Read the program guidelines (above).
- Log in using the same username and password used to apply for COERG. Update your organization profile.
- [Complete and submit the online application](#) by August 2, 2021, at 11:59pm (ET).

Questions?

Contact Sara Glidden, Program Manager, Cultural Investment Portfolio, via email sara.glidden@art.state.ma.us using the subject line "SERG-FED" or by phone at 617-858-2710.

Application and Grant Timeline

Grant Application Opens: July 15, 2021, 10am EST

Application Deadline: August 2, 2021, 11:59:59pm EST

Grant Announcements: August 5, 2021

Contracts Due: September 30, 2021

Final Reporting Deadline: July 15, 2022