



DENVER CARES ARTIST RESTART AND RECOVERY FUND GUIDELINES

The Coronavirus Aid, Relief, and Economic Security (CARES) Act recognizes that “the arts industry is an important sector of America’s economy.” Denver Arts & Venues is once again directing up to \$150,000 of CARES Act funding towards the *Denver CARES Artist Restart and Recovery Fund*. Selected applicants will be eligible to receive a one-time award of up to \$1,000.

Applications will be accepted Aug. 24, 8 a.m. through Sept. 20, 6 p.m.

Translation and interpretation services are available upon request.

ABOUT

The purpose of the *Denver CARES Artist Restart and Recovery Fund* is to provide up to \$1,000 grants to individual artists who reside in the City and County of Denver and whose income has been impacted as a direct result of the COVID-19 crisis. The Fund will prioritize artists who are experiencing severe financial distress and who have no other source of income, or are facing significantly diminished income or increased expenses as a direct result of COVID-19.

Through the *Denver CARES Artist Restart and Recovery Fund*, Denver Arts & Venues intends to assist independent artists who help build our city through cultural endeavors including music, film, theatre, visual arts, dance, literature, design and more. Examples of grant funding uses include, but are not limited to, basic living expenses such as food, housing, medical costs, childcare costs and dependent related expenses, and/or expenses related to supplies, educational opportunities or equipment that help facilitate an artist’s creative work.

Denver Arts & Venues is committed to justice, equity, diversity and inclusion (EDI) in all programs, initiatives and decision-making processes. As part of our equity and anti-racism practice, Arts & Venues intends to make awards that will impact a broad constituency, and strongly encourages applications that represent Denver’s rich and diverse communities including artists from communities historically and systemically marginalized and who remain financially vulnerable to the impacts of COVID-19 and identify as the following:

- American Indian
- African American
- Latino/x/e
- Asian American and Pacific Islander
- People with disabilities
- LGBTQIA+

ELIGIBILITY

Grants are open to all self-identifying artists working in one or multiple disciplines whose income has been severely impacted or who have experienced additional costs directly due to COVID-19, and who need immediate assistance.

Practicing artists:

- Must be a resident in the City and County of Denver since January 1, 2020 (with the correct documentation)
- Should be able to demonstrate a sustained commitment to their creative work and career
- Must be able to verify their art as a primary income-generating activity
- Must provide proof of loss of income or increased costs directly due to COVID-19
- Must list intended use of funds
- Must be 18 years of age or older to apply
- Must retain all grant and expenditure documents for five years (if funded)

Priority will be given to applicants who demonstrate:

- Severe financial distress and who may have no other sources of income, or are facing significantly diminished income or increased expenses due to COVID-19
- Planning to or have started to do their creative work again by fall 2021
- Planning to or have started to return to the creative workforce as an employee by fall 2021

Eligible Expenses

- Recouping financial losses due to events, projects or programs cancelled as a result of COVID-19

- Food, housing, medical costs, childcare costs and related expenses incurred as a result of COVID-19
- Offsetting loss of income for teaching artists who could not teach for intervals between March 1, 2020 and May 31, 2021 due to cancelled classes, school or organization closures, and other COVID-19 impacts

REQUIRED DOCUMENTATION

In addition to completing the application, individuals **MUST** provide the following documentation to qualify for this fund:

- Proof of residency in the City and County of Denver. **MUST BE ONE OF THE FOLLOWING FROM 2021:** utility bill, phone bill, pay stub, renter's or mortgage bill, lease, current homeowner's or renter's insurance policy, USPS change of address form. **We cannot accept a driver's license nor an address label from miscellaneous mail or package for your documentation.**
- W-9 Form (PDF format) with current address, social security number and signature. The address on the W-9 **MUST** match the address on the proof of residency document.
[DOWNLOAD FILLABLE FORM HERE](#)
- ONE PDF showing a clear proof of income loss after March 2020 through July 2021 (this document can include multiple examples of your cancelled contracts, email cancellations, receipts, etc.).

Applicants may need to supply additional information requested by the City and County of Denver.

SELECTION PROCESS

Denver Arts & Venues is committed to justice, equity, diversity and inclusion (JEDI) in all programs, initiatives, and decision-making processes. The *Denver CARES Artist Restart and Recovery Fund* review panel consists of members of the Denver Commission on Cultural Affairs. The role of the review panel is to participate in an inclusive and equitable review and selection process, and to recommend a roster of grantees to Denver Arts & Venues which has the final responsibility to approve all grants.

All applications will be evaluated on each of the following criteria:

- 1) **Severity of loss:** increased expenses and an immediate need based on current financial strain directly due to COVID-19. Before applying, we ask that applicants take a moment

to self-reflect and self-evaluate whether they are experiencing dire financial emergencies during this time to make space for those most urgently in need.

- 2) **Workforce capacity:** individuals planning to return or returned to the workforce through their own art forms or with a business or organization by fall 2021.
- 3) **Income:** taking into consideration all the applicant's sources of income.
- 4) **Responsibility for others:** individuals responsible for household members, family, children, etc.

TIMELINE

- Applications are open Aug. 24, 8 a.m. through Sept. 20, 6 p.m.
- Award notifications will be sent out 30-60 days after the application deadline. All applicants will be notified by email of their application status at that time.
- Funding will be issued to approved applicants within 30 days after the awardee is approved and all required documentation needed for processing a payment has been received.
- Grant funding **MUST BE SPENT** by no later than December 31, 2021.
- Funded applicants will be required to provide Denver Arts & Venues a final report with supporting documentation on or before January 31, 2022, demonstrating that she/he [or "grant awardee"] has expended all grant monies in a manner compliant with CARES Act requirements. Should a grant awardee be unable or unwilling to expend the grant monies, CARES Act funds must be repaid to the City upon written request. This report from the applicant will be in a simple template provided by Denver Arts & Venues and must include:
 - Date funds were spent
 - What the funds were utilized for
 - Amount of each qualified expenditure

All receipts and documentation of CARES Act expenditures must be maintained by applicant for five years after funding is provided.

If you have any questions, please contact Lisa Gedgaudas at Lisa.Gedgaudas@denvergov.org using the subject line: [Your Name] Denver CARES Artist Restart and Recovery Fund.