



TACA Emergency Arts Relief Fund Application

The TACA Emergency Arts Relief Fund is a resource dedicated to provide short-term immediate relief to Dallas nonprofit arts organizations who have experienced lost revenue or increased expenses due to Coronavirus/COVID-19 precautionary measures.

ELIGIBILITY

TACA is accepting applications from 501(c)(3) nonprofit performing and visual arts organizations in Dallas County that have been directly impacted by the Coronavirus/COVID-19 pandemic. Eligible applicants must have an annual operating budget of under \$5 million and provide performing/visual art programming for a live, public audience as a core part of their mission. The majority of programming must take place in Dallas County.

EVALUATION

Applications will be reviewed by TACA staff and select members of TACA's Board of Directors. Grant decisions will be made based on financial need expressed in the application, the number of applicants, and the total funds available to distribute. Priority consideration will be given to current TACA-supported organizations.

GRANT TIMELINE

Applicants for the Emergency Fund will be reviewed by TACA Staff and the Emergency Fund Review Committee in two rounds:

Round 1

Submissions between April 1 and April 22

Award notifications on or before May 1

Round 2

Submissions between April 23 and May 14

Award notifications on or before May 29

We recommend you download the [PDF version of the application](#) and use it to collect necessary information and draft responses before you begin.

QUESTIONS

If you have any questions related to the TACA Emergency Arts Relief Fund, please contact Greg Oertel, TACA Programs & Marketing Manager, at greg.oertel@taca-arts.org.

TACA Emergency Arts Relief Fund Application

Organization Information

* 1. Organization Name

* 2. Mission Statement

* 3. IRS Determination Letter

Choose File

Choose File

No file chosen

* 4. Employer Identification Number (EIN)/Tax ID Number

* 5. Website Address

* 6. Organizational Operating Expense Amount (from most recently completed fiscal year)

* 7. Please attach a year-to-date income statement for your current fiscal year (please include revenue and expenses)

Choose File

Choose File

No file chosen

* 8. Please attach a current balance sheet

Choose File

Choose File

No file chosen

* 9. Please attach a budget from your current fiscal year (please include revenue and expenses)

Choose File

Choose File

No file chosen

* 10. Select the artistic discipline that best describes the work that your organization produces/presents.

Dance

Theater

Music

Literary Arts

Visual Arts

Multidisciplinary

Other (please specify)

* 11. Is your organization's mission rooted in an explicitly identified ethnic or cultural voice?

Yes

No

If yes, please state the ethnic or cultural voice.

* 12. Does your organization seek to primarily serve a specific audience? Select all that apply.

No, General Audience

Gender - Different Identity

Racial/Ethnic Group

Age Group - 18-64

Gender - Female

Age Group - 65+

Gender - Male

LGBTQ+

Other (please specify)

* 13. Is your organization a current 2020 TACA Grant Recipient?

Yes

No

* 14. Primary Contact for Application - *This person will serve as the primary point-of-contact for communication between TACA and the applicant organization.*

Full Name

Organization Address

Organization Address 2

City

State

ZIP/Postal Code

Email Address

Phone Number



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Revenue From Admissions

* 15. **Has your organization experienced a change in revenue from admissions as a result of the coronavirus?** Examples of revenue from admissions might include ticket sales, subscriptions, memberships, etc.

- Revenue has decreased—and *I will estimate how much revenue from admissions has decreased on the next page*
- Revenue has decreased—but I can't provide an estimate right now
- No change yet—but I expect revenue from admissions to decrease
- No change yet—it is too soon to anticipate how the coronavirus will affect revenue from admissions
- No change yet—and I do not expect one
- My organization doesn't charge admission (i.e., all events are free)



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Revenue from Admissions - Detailed Information

16. Estimate how much has your organization's **revenue from admissions** decreased as a result of the coronavirus? Please insert a number, though we recognize that an exact figure may not be available.

17. If possible, please break down/itemize the amount above so that we may better understand the decrease in **revenue from admissions**. *Example: If you inserted \$1,000 above, you might break it down as follows: \$500 for ticket revenue decrease and \$500 for subscription revenue decrease, totaling \$1,000.*



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Non-Admission Income

* 18. **Has your organization experienced the loss of non-admissions income as a result of the coronavirus?** Examples might include gift shop sales, sponsorships, contributed income, etc. *Exclude revenue from admissions (e.g., ticket sales, subscriptions, memberships).*

- Income has decreased—and I will estimate how much non-admissions income has decreased on the next page
- No change yet—it is too soon to anticipate how the coronavirus will affect non-admissions income
- Income has decreased—but I can't provide an estimate right now
- No change yet—and I don't expect one
- No change yet—but I expect non-admissions income to decrease



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Non-Admissions Income - Detailed Information

19. Estimate how much has your organization's **non-admissions income** has decreased as a result of the coronavirus. Please insert a number, though we recognize that an exact figure may not be available.

20. If possible, please break down/itemize the amount above so that we may better understand the decrease in **non-admissions income**. *Example: If you inserted \$1,000 above, you might break it down as follows: \$750 for non-renewed donations and \$250 for gift shop income decrease, totaling \$1,000.*

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Unanticipated Expenditures

* 21. **Has your organization incurred (or will it incur) unanticipated expenditures as a result of the coronavirus?** Examples might include the adoption of new cleaning/disinfecting protocols, the adoption of new technologies, cancellation fees, unexpected marketing expenditures as a result of schedule changes, etc.

- Expenses have increased—and *I will estimate how much expenses have increased on the next page*
- No change yet—it is too soon to anticipate how the coronavirus will affect expenses
- Expenses have increased—but I can't provide an estimate right now
- No change yet—and I don't expect one
- No change yet—but I expect expenses to increase



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Unanticipated Expenditures - Detailed Information

22. Estimate the total amount of **unanticipated expenditures** that your organization will make as a result of the coronavirus. We recognize that an exact figure may not be available.

23. If possible, please break down/itemize the amount above so that we may better understand the amount of **unanticipated expenditures**. *Example: If you inserted \$1,000 above, you might break it down as follows: \$250 for business trip cancellation fees and \$750 for technology to work from home , totaling \$1,000.*

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Additional Information

*** 24. Has your organization taken any of the following actions directly as a result of the coronavirus?**

Check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> None
<input type="checkbox"/> Cancelled/postponed performances, exhibitions, mission-related programs
<input type="checkbox"/> Cancelled/postponed special events for donors/funders/members
<input type="checkbox"/> Cancelled/postponed meetings/workshops/conferences
<input type="checkbox"/> Refunded tickets
<input type="checkbox"/> Refunded fees
<input type="checkbox"/> Modified its refund policy
<input type="checkbox"/> Other (please describe) | <input type="checkbox"/> Increased online presence (e.g., live-streaming of performances, enhanced access to online experiences)
<input type="checkbox"/> Reduced salaries/payroll
<input type="checkbox"/> Reduced staff
<input type="checkbox"/> Reduced creative workforce (e.g. artists)
<input type="checkbox"/> Reduced other workforce (e.g. consultants, etc.)
<input type="checkbox"/> Reduced travel
<input type="checkbox"/> Used financial reserves |
|--|---|

*** 25. On a scale of 1 to 5, how severe do you expect the financial impact of the coronavirus to be on your organization?**

1 - Not Severe At All
3
5 - Extremely Severe

26. OPTIONAL: Does your organization intend to continue to employ hourly or part-time staff over the next two months?

- Yes
- No
- Unsure/Haven't Decided

27. If you responded "Yes" to the above, approximately how many hourly or part-time staff will you employ? What is the approximate monthly payroll costs associated with these staff? *For example, two part-time staff (20 hrs/week) at \$12/hour is a monthly cost of \$1,920.*

* 28. Does your organization qualify for COVID-19 relief through the CARES Act? [Click here for more information about nonprofit support through the CARES Act.](#)

- Yes
- No
- Unsure

29. If you responded "Yes" to the above, which program have you applied or intent to apply for?

- Paycheck Protection Program (PPP)
- Emergency Economic Injury Disaster Loans (EIDL)
- I don't intend to apply for either program

30. OPTIONAL: What resources (if any) have you identified or secured to close the financial gap created by the coronavirus?

31. OPTIONAL: Is there anything else that you'd like to share with us about the impact of the coronavirus on your organization?