



## TACA Emergency Arts Relief Fund Application - Cycle 2

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, select members of TACA's Board of Directors, and community members. 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 may be given to new applicants and organizations currently funded with a TACA Arts General Operating (AGO) Grant.

**Please note:** Reviewers of this fund are not necessarily familiar with the artistic work of all applicants. Please provide as much detail as possible to allow for a clear understanding of your organization's mission and the impact COVID-19 has had on its operations.

### GRANT TIMELINE

The deadline for application submissions for Cycle 2 of the Emergency Arts Relief Fund is Monday, May 18. Award notifications will take place on or before Friday, 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](mailto:greg.oertel@taca-arts.org).

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### Organization Information

\* 1. Organization Name

\* 2. Mission Statement

\* 3. Did your organization receive a grant in Cycle 1 of the TACA Emergency Arts Relief Fund?

Yes

No

If "Yes," what was your grant amount?

\* 4. Please attach a re-forecasted budget from your current fiscal year (please include revenue and expenses).  
If your budget has not been re-forecasted due to COVID-19, please include a budget pre-COVID-19.

Choose File

Choose File

No file chosen

\* 5. Please attach a fiscal year-to-date income statement for your current fiscal year (please include revenue and expenses). For example, if your fiscal year is 9/1/19 to 8/31/20, please include an income statement for 9/1/19 to today's date.

Choose File

Choose File

No file chosen

\* 6. Please attach a current balance sheet (as current as possible, please)

Choose File

Choose File

No file chosen

\* 7. 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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New Applicant Information

\* 8. IRS Determination Letter

Choose File

Choose File

No file chosen

\* 9. Employer Identification Number (EIN)/Tax ID Number

\* 10. Website Address

\* 11. 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)

\* 12. Is your organization's mission rooted in an explicitly identified ethnic, cultural, or marginalized voice?

Yes

No

If yes, please state the ethnic, cultural, or marginalized voice.

\* 13. 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)

\* 14. Is your organization a current 2020 TACA Arts General Operating (AGO) Grant Recipient?

Yes

No



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### Returning Applicant Information

\* 15. Generally, where will your TACA Emergency Arts Relief Fund grant monies from Cycle 1 be prioritized (e.g. rent, salaries/payroll, utilities, debt/loan payments, current or future arts programming, etc.)?

16. If applicable, please note any significant changes (positive or negative) in your situation since your Cycle 1 application.



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### Revenue From Admissions

\* 17. **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. This information will help us understand your organization's financial need.

- 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

18. Please estimate to the best of your ability how much has your organization's **revenue from admissions** decreased as a result of COVID-19? Please try not to over-inflate your estimate.

19. 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 refunds, totaling \$1,000.*





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### Non-Admission Income

\* 20. **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).* This information will help us understand your organization's financial need.

- 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

21. Please estimate to the best of your ability how much has your organization's **non-admissions income** has decreased as a result of COVID-19. Please try not to over-inflate your estimate.

22. 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 (due to COVID-19) and \$250 for gift shop income decrease, totaling \$1,000.*

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Unanticipated Expenditures

\* 23. **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. This information will help us understand your organization's financial need.

- 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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## TACA Emergency Arts Relief Fund Application - Cycle 2

### Unanticipated Expenditures - Detailed Information

24. Please estimate to the best of your ability the total amount of **unanticipated expenditures** that your organization will make as a result of COVID-19. Please try not to over-inflate your estimate.

25. 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

\* 26. How many full-time staff are you currently employing? Please insert a number.

\* 27. What is the approximate monthly cost of retaining the number of full-time staff indicated above? Please insert a dollar amount. *Do not include costs of part-time/hourly employees.*

\* 28. How many part-time/hourly staff are currently employing? Please insert a number.

\* 29. What is the approximate monthly cost of retaining the number of part-time/hourly staff indicated above? Please insert a dollar amount. *Do not include costs of full-time employees.*

\* 30. Has your organization's application been approved for COVID-19 relief through the CARES Act (e.g. Paycheck Protection Program [PPP], Economic Injury Disaster Loan [EIDL])? [Click here for more information about nonprofit support through the CARES Act.](#)

- Yes - Our PPP application was approved
- Yes - Our EIDL application was approved
- Yes - Both our PPP and EIDL application were approved
- No - I applied for support via the PPP or EIDL, but my application wasn't approved
- No - My organization is not eligible to apply for programs under the CARES Act
- No - My organization is eligible to apply for programs under the CARES Act, but we have not applied
- Other (please specify)

31. If you responded "Yes" to the above, how much financial support did you secure through PPP and/or EIDL? Please insert a dollar amount.

\* 32. Besides TACA and the CARES Act, what other resources (if any) have you identified or secured to close the financial gap created by COVID-19?

\* 33. If your organization was to receive a relief fund grant from TACA in Cycle 2, where would the funds be prioritized (e.g. rent, salaries/payroll, utilities, debt/loan payments, online programming, etc.)?

\* 34. To help us better understand your organization's situation, is there anything else that you'd like to share with us? For example: How many shows/exhibits/programs have you had to cancel or postpone? What % of ticket/subscription revenue have you had to refund? What % of cash reserves have you spent?

35. OPTIONAL: Assuming stay-at-home restrictions are relaxed in the near future, please provide a list of expected arts programming between now and the end of 2020. We understand that all expected programming is subject to change.