



**Council on  
the Arts**

# **FY2023 Capital Project Opportunities**

**Hosted by: Katie Steger, Capital Projects Director and Mara Manus, Executive Director**

# FY2023 Capital Funding Overview

- We are immensely grateful to Governor Hochul and our State Legislature for their \$140 million FY23 investment in the arts, including \$50 million in Capital
- On September 29, 2022, Governor Hochul announced a historic additional commitment of \$100 million for large scale capital projects to be awarded through a multi-year opportunity.

# Welcome!

- The FY2023 Capital **guidelines** and **application manual** can be found on the FY2023 Opportunities Page on the NYSCA website: <https://arts.ny.gov/FY2023FundingOpportunities>
- A recording of today's webinar and a PDF of this Powerpoint will be made available on the NYSCA website.

# Prequalification

- You must be Prequalified in the New York State Grants Gateway online portal at the application deadline to be eligible for funding from NYSCA. *Please note: This is a separate portal from the application portal.*
- Don't wait – start this process now!
- **Nonprofit organizations must be prequalified to do business with New York State agencies before they can compete for State grants.** The process allows nonprofits to address quest concerns prior to entering a competitive bid process.



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# Prequalification

- **New Applicants:** Please begin the Prequalification process as soon as possible.
- **Returning Applicants:** Please be sure to check your vault status. *Hundreds of vaults are expiring in the next few months, please review your status today.*
- If you have additional questions on the Prequalification requirement, please contact us at [help@arts.ny.gov](mailto:help@arts.ny.gov) or visit our website for more information.

# Key Dates

- Guidelines posted/Application Portal Open: **September 30, 2022**
- Application portal closes: **January 12, 2023 at 4PM**
- Office Hours: **First session this Friday! More held every week until the deadline (register here: <https://arts.ny.gov/FY2023Webinars>)**

# FY23 Capital Projects Fund: Opportunities

## Two opportunities available:

- Small and Midsize Capital Grant Program
- Large Capital Grant Program

## Funding Supports:

- Eligible capital improvements including new construction, renovations and/or expansions of publicly accessible space(s) used primarily for arts and cultural programming
- Purchase and installation of eligible capital equipment systems

## Key differences:

- **Small/Midsize Grants:**
  - Grant size: \$10,000-\$2m
  - Total project minimum: \$10,000
- **Large Grants:**
  - Grant size: \$2m-\$10m;
  - Total project minimum: \$4m
  - Community development requirements – additional questions, ESD review

# FY23 Small and Midsize Capital Grants

**Total Funding Available:** Up to \$50 million

## Grant Sizes:

### **NO MATCH GRANTS**

Flat grants, only for applicants w/ budgets < \$2 million

#### **Amounts:**

\$10,000, \$25,000, \$50,000

### **1:1 MATCH GRANTS**

Specific request amount, max 50% of total project cost, any size organization may apply (including organizations with budgets < \$2 million)

#### **Amounts:**

\$50,001 - \$2,000,000

***\*If your project cost is \$2 million, your maximum grant request is \$1 million.***





# FY23 Small and Midsize Capital Grants

**Award Announcement:** April 2023

**Grant Term:** July 1, 2023 – June 30, 2026 (3 years, extensions of up to 2 years considered) - *No NYSCA funds can be spent before July 1, 2023*

## **Funding Categories:**

- Capital Equipment
- Capital Construction
- Hybrid: Capital Equipment and Construction

**Priority for Small and Midsize Organizations.** Organizations with average annual operating expenses under \$5 million will be prioritized.

# FY23 Large Capital Grant

**Total Funding Available:** \$100,000,000

*Please note: Future funding opportunities will be offered for the Large Capital grant program.*

## **Request Amounts and Project Size:**

- Grant Award Amount: \$2,000,000-\$10,000,000
- Minimum Total Project Cost: \$4,000,000
- Matching Requirement: Awards may not exceed 50% of total project cost

*\*If your total project is \$4m, your maximum request amount is \$2 million.*

# FY23 Large Capital Grant

**Award Announcement:** April 2023

**Grant Term:** July 1, 2023 – June 30, 2026 (3 years, extensions of up to 2 years considered) - *No NYSCA funds can be spent before July 1, 2023*

**Project Timeline:** Projects must be ready to commence construction within 12 months of being selected for funding.

**Funding Categories:** Only one – Construction projects (including equipment system installation), with an emphasis on community development.

# Eligibility

- **Prequalification.** Must be Prequalified to do business with New York State in the Grants Gateway online portal by the application deadline.
- **Nonprofit Arts and Culture Organization.** Must be a nonprofit arts and culture organization, incorporated or registered to do business in New York State.
  - Independent arts organizations that are embedded in private universities or other non-arts nonprofits located in New York State may contact NYSCA to determine whether they are eligible to apply.
  - **Non-arts** organizations that provide arts programming are not eligible to apply

# Eligibility

- **Site Control.** Must provide a deed or a copy of a long-term lease agreement with a remaining term that is equal to or greater than the IRS Useful Life estimate of the improvement. An automatic renewal option in the current lease will be considered if it does not require landlord approval.
  - Exception: \$10,000 and \$25,000 grants for equipment only: min. 2-year lease
- **Exterior Improvements.** Must own the facility to apply for exterior rehabilitation projects, (e.g. roof replacement, façade restoration), or provide a letter of approval from the landlord.

# Eligibility

For all programs, NYSCA will prioritize the following in its evaluation:

- **Priority-aligned Projects.** Projects that align with one or more of the program priorities
- **Underserved Areas.** Applications from communities or regions with lower concentrations of arts organizations or cultural offerings.
- **New Grantees.** Organizations that have not received significant NYSCA or NYSCA-REDC capital funding (FY2018–FY 2022)

*\*Note: FY22 Capital recipients are eligible to apply. The combined total of the FY22 award and FY23 request may not exceed the program grant maximum.*

# Capital Eligibility – What is Capital?

- **Capitally Eligible Projects.** To qualify as a “Capital Improvement”, a project must be a permanent alteration or installation that increases the value and extends the IRS-estimated useful life of a piece of real property. This can include the construction of new facilities, and the renovation or restoration of existing buildings, as well as the permanent installation of complete equipment systems that carry an IRS useful life estimate of at least 10 years.

# Capital Eligibility – What is Capital?

Let's define some of those terms more clearly:

- Capitally eligible equipment systems –
  - COMPLETE equipment systems (not just a piece or two)
  - All new (not an upgrade to part of an existing system)
  - Permanently installed (not mobile or temporary)
  - Installed by a professional contractor, not staff (if proposing installation)
- IRS useful life estimate –
  - The anticipated life of the improvement or equipment according to the IRS (not just how long you think you can use it)
  - Must be at least 10 years



# Capital Eligibility – What is NOT Capital?

- **Maintenance, Repairs, and Equipment:** regular building maintenance, general repairs, and the purchase of individual pieces of equipment or equipment that can be easily transported outside the building are considered operating expenses, and do not qualify as “capital.”
- **Improvements with a useful life of < 10 years**
- **Improvements that do not extend the useful life or increase the value of the property**
- **Programming, staffing, etc.:** these are operating expenses.

# Is Your Project Application-Ready?

- Projects should be ready to commence construction within 12 months of being selected for funding (particularly for Large Capital).
- Proposals should be sufficiently developed such that they are able to substantiate detailed estimates from contractors or vendors that could reasonably be engaged to undertake the work.
- Construction proposals must be able to provide a set of design documents sufficiently detailed for bidding, permitting, and construction. These materials must be prepared by New York State licensed architects or engineers and shall be the basis for all contractor bids submitted with the application.
- Roofing, HVAC, boilers wheelchair lifts and similar projects may or may not require review by an architect or engineer. At minimum such proposals must include a scope of work, and drawings and specifications adequate for panel review.
- Equipment requests should be prepared to supply price lists and specifications for the systems the applicant expects to purchase.



# Funding Priorities – Small/Midsize

**ACCESSIBILITY.** Make arts facilities accessible for a diverse set of artists and participants.

**ARTISTRY.** Enable arts and cultural programming that is more creatively compelling for artists and audiences alike.

**CULTURAL DEVELOPMENT.** Provide further access to cultural offerings in rural areas or communities that have historically been underserved.

**DIVERSITY.** Make plans to diversify organizational leadership at the executive and board level.

**ENVIRONMENTAL SUSTAINABILITY.** Demonstrate environmental stewardship and/or sustainable building practices, improve energy efficiency, and mitigate the negative effects of climate change on the organization's ability to operate.

**HEALTH AND SAFETY.** Address known health and safety deficiencies and adhere to new public health guidelines and requirements.

**ORGANIZATIONAL HEALTH.** Make capital investments that reduce operating costs and/or provide new opportunities for revenue generation that will improve the health of the organization

**STRUCTURAL AND HISTORICAL IMPROVEMENTS.** Address issues of building stabilization and historic preservation.

# Funding Priorities - Large

**ACCESSIBILITY.** Make arts facilities accessible for a diverse set of artists and participants.

**ARTISTRY.** Enable arts and cultural programming that is more creatively compelling for artists and audiences alike.

**CULTURAL DEVELOPMENT.** Provide further access to cultural offerings in rural areas or communities that have historically been underserved.

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**HEALTH AND SAFETY.** Address known health and safety deficiencies and adhere to new public health guidelines and requirements.

**ORGANIZATIONAL HEALTH.** Make capital investments that reduce operating costs and/or provide new opportunities for revenue generation that will improve the health of the organization

**STRUCTURAL AND HISTORICAL IMPROVEMENTS.** Address issues of building stabilization and historic preservation.

**COMMUNITY DEVELOPMENT.** Contribute to local workforce development and/or tourism growth, and/or placemaking and downtown revitalization.

# Project Financing

- Applicants must demonstrate the capacity to manage financing for the project through completion, as the majority of funding is awarded on a reimbursement basis.
- Matching grant requests must submit a financing, fundraising, and cash management plan as part of their application.

# Payment Schedule for Awarded Grants

- Majority of the payment is on a reimbursement basis
- Applicants must present a detailed financing/fundraising/cash management plan
- \$10,000, \$25,000 grants paid up front after contract/letter agreement
- \$50,000 and up paid in installments:
  - First 25% paid after contract is executed (grant period being July 1, 2023)
  - Next 35% paid after interim report demonstrating 60% total project completion
  - Final 40% paid after final report demonstrating 95% total project completion

# Minority and Women Business Enterprises

Projects must comply with a 30% MWBE goal:

- Can be MBE or WBE
- Must use a certified firm
- Search for firms on <https://ny.newnycontracts.com/>, scroll down to the directory:



# Minority and Women Business Enterprises

Projects must comply with a 30% MWBE goal:

- In some cases a waiver will be considered:
  - No certified firms available in the area
  - No certified firms opt to bid
  - Bids are not competitive
  - No certified firms have the appropriate expertise to conduct the work



# Completing your Application

- You will be asked to select the categories for amount size and which funding type
- Your application will include narrative responses, attachments, and budgets
- Required questions, budgets, and uploads vary by grant amount and type.
- All application details - including narrative questions and downloadable budget forms - are available to you now in the Guidelines and in the Smart Simple portal.

# Completing your Application

Branching questions will determine which questions/uploads are required:

**\* Select request amount**

- ✓ Please Select
- \$10,000, \$25,000, or \$50,000 (NO MATCH)
- \$50,001 - \$2,000,000
- \$2,000,000 - \$10,000,000 (Large Capital Improvement Program)

**\* Select request amount**

\$50,001 - \$2,000,000

**\* Please enter grant request amount**

**\* Please enter total project cost**

For requests between \$50,001 and \$10,000,000, your request may not exceed 50% of the total project cost

**\* Funding Category**

- ✓ Please Select
- Capital Construction Only
- Capital Equipment Only
- Hybrid (Equipment and Construction)

...es in its most recently completed fiscal year?

# Completing the budget

- All applicants must provide an **Itemized Project Budget** (forms provided in the guidelines and in Smart Simple) detailing anticipated grant expenditures, use and source of financing for the remainder of the project, and breakdown of soft versus hard costs.
  - *It may help to make Chrome your default browser when downloading the forms*
- Short-form v. Long-form – which one do you need to fill out?
  - No-Match grants may submit a short-form budget
  - Grants of \$50,001 and up must submit a long-form budget

# Long-form Budget – Instructions Tab

**1. Itemized Budget Form in PDF Format**

Please note that this form is designed to serve as a budget for the application as well as for the contracting process for awarded grants. It is also intended to serve as a template for grantees to report on the progress of their grants and request payments as their projects progress. As such, you will only be required to complete a portion of the fields in the form for the purposes of submitting this budget with your application.

**FOR YOUR APPLICATION - PLEASE ONLY FILL IN ORGANIZATION NAME AND PROJECT TITLE, AND ONLY USE CELLS F23 and F26 ON BUDGET SUMMARY TAB, AND COLUMNS A-F ON ITEMIZED BUDGET TAB (COLUMNS G-O SHOULD REMAIN BLANK).**

Applicants that are awarded grants should retain copies of their completed budget forms which they will be asked to update with additional instructions that will be provided after the award is announced for the purpose of contract execution. Instructions for completing the fields required for the application are as follows:

**a. Complete the required fields in both worksheets in second and third tabs in this workbook**

- Start on Itemized Budget Tab**
  - Complete the fields for "Applicant/Grantee Name" and "Project Title" in the top left corner. Leave the other fields blank.
  - Fill in Columns C, D, E, and F with the funding source for the expense, the status of that funding, the itemized total project cost, and the proposed grant allocation, respectively.
  - For the purposes of the application, leave columns G-M blank. These will be used for contracting and reporting in the event an award is made.
  - The grey columns are locked for editing, and will automatically calculate as needed.
- Then move to Budget Summary Tab**
  - Complete the fields for "APPLICANT/GRANTEE CONTRACTOR SFS PAYEE NAME", "PROJECT NAME" and "CONTRACT PERIOD " in the top section. Leave "PAYMENT REQUEST NO" blank.
  - In the lower section, fill in the two cells for Total Project Cost (F23), Program Grant Sum (F26) ONLY.
  - Cells F23 and F26 on Budget Summary Tab should match the total project cost and NYSCA request amounts entered in the application portal.
  - Cell F23 on Budget Summary Tab should match Cell E45 on Itemized Budget Tab. If these do not match, please review the document for errors and revise as needed.
  - Cell F26 on Budget Summary Tab should match Cell F45 on Itemized Budget Tab. If these do not match, please review the document for errors and revise as needed.
  - You do not need to sign or notarize the form for the purposes of the application.

**Convert both sheets into a single PDF before uploading to the Application portal.**





**Instructions - Read First** | Itemized Budget | Budget Summary



# Long-form Budget – Itemized Budget

## NYSCA Itemized Budget Sheet

APPLICANT GRANTEE CONTRACTOR SFS PAYEE NAME:   
 PAYMENT NO:  
 PAYMENT REQUEST DATE:  
 CONTRACT PERIOD:   
 PROJECT NAME:

 APPLICATION  CONTRACT  CONTRACT 

A	B	C	D	E	F	G	H	I	J
ITEM NO.	DESCRIPTION OF WORK	FUNDING SOURCE	STATUS (SECURED, IN-PROGRESS, ANTICIPATED)	APPLICATION TOTAL PROJECT BUDGET	NYSCA PROPOSED GRANT BUDGET	SCOPE CHANGES	REVISED CONTRACT BUDGET (GRANT ONLY)	REVISED TOTAL PROJECT BUDGET	TOT/ PROJE ACTU.
<b>CONSTRUCTION:</b>									
	GENERAL CONSTRUCTION								
	MASONRY								
	LANDSCAPING								
	MECHANICAL / HVAC								
	ELECTRICAL								
	PLUMBING								
	VERTICAL TRANSPORTATION								
<b>OTHER:</b>									
	CAPITALLY ELIGIBLE SYSTEMS (a/v, computer, etc.)								
	FURNITURE, FIXTURES & EQUIPMENT								
	CM/ GENERAL CONDITIONS								
	CONTINGENCY								
	<b>SUBTOTAL</b>								
<b>NON-CONSTRUCTION BASED ELIGIBLE EXPENSES</b>									
	ARCHITECT & ENGINEERING DESIGN SERVICES								
<b>OTHER:</b>									
	<b>SUBTOTAL</b>								
<small>Note: Please list budget breakdown to the space provided above. Further line item detail beyond that for which space is provided is not required.</small>									
	<b>BUDGET TOTAL</b>								



# Long-form Budget – Itemized Budget

**NYSCA Itemized Budget Sheet**

APPLICANT GRANTEE CONTRACTOR SFS PAYEE NAME: \_\_\_\_\_

PAYMENT NO: \_\_\_\_\_

PAYMENT REQUEST DATE: \_\_\_\_\_

CONTRACT PERIOD: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

		APPLICATION				CONTRACT			
A	B	C	D	E	F	G	H	I	J
ITEM NO.	DESCRIPTION OF WORK	FUNDING SOURCE	STATUS (SECURED, IN-PROGRESS, ANTICIPATED)	APPLICATION TOTAL PROJECT BUDGET	NYSCA PROPOSED GRANT BUDGET	SCOPE CHANGES	REVISED CONTRACT BUDGET (GRANT ONLY)	REVISED TOTAL PROJECT BUDGET	TOT/ PROJE ACTU.
<b>CONSTRUCTION:</b>									
	GENERAL CONSTRUCTION								
	MASONRY								
	LANDSCAPING								
	MECHANICAL / HVAC								
	ELECTRICAL								
	PLUMBING								
	VERTICAL TRANSPORTATION								
<b>OTHER:</b>									
	CAPITALLY ELIGIBLE SYSTEMS (a/v, computer, etc.)								
	FURNITURE, FIXTURES & EQUIPMENT								
	CM/ GENERAL CONDITIONS								
	CONTINGENCY								
	<b>SUBTOTAL</b>								
<b>NON-CONSTRUCTION BASED ELIGIBLE EXPENSES</b>									
	ARCHITECT & ENGINEERING DESIGN SERVICES								
<b>OTHER:</b>									
	<b>SUBTOTAL</b>								
<small>Note: Please item budget breakdown to the space provided above. Further item item total beyond that for which space is provided is not required.</small>									
	<b>BUDGET TOTAL</b>								



# Long-form Budget – Budget Summary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P		
<b>NYS CA CAPITAL BUDGET SUMMARY AND CERTIFICATION FOR PAYMENT</b>																	
STATE AGENCY: COUNCIL ON THE ARTS 300 Park Ave South New York, NY 10010			PROJECT NAME:			PAYMENT REQUEST NO:											
APPLICANT/GRANTEE CONTRACTOR SFS PAYEE NAME:						CONTRACT PERIOD:											
<b>GRANTEE/CONTRACTOR'S APPLICATION FOR PAYMENT *</b>																	
Application is made for payment, as shown below, in connection with the Contract. Capital Based Budget Continuation Sheet is attached.																	
TOTAL PROJECT COST <small>(Total Project Cost from application)</small>				<input type="text"/>													
PROGRAM GRANT SUM <small>(Grant sum for this award only)</small>				<input type="text"/>													
1. REVISED BUDGET TOTAL <small>(Column E on sheet 2)</small>	\$		\$		\$0.00												
2. TOTAL COMPLETED & STORED TO DATE <small>(Column H on sheet 2)</small>	\$		\$		\$0.00												
3. PROJECT PERCENTAGE COMPLETION <small>(Column I on sheet 2)</small>	\$		\$														
4. PREVIOUS APPLICATION PAYMENTS <small>(Line 4 from prior application)</small>	\$		\$														
5. BALANCE TO FINISH <small>(Line 1 less line 4, this application)</small>	\$		\$		\$0.00												
6. CURRENT PAYMENT DUE <small>(% due per Capital Grant Payment terms and Reporting requirements)</small>	\$		\$														
<b>GRANTEE/CONTRACTOR'S CERTIFICATE FOR PAYMENT</b>																	
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, this Application for Payment has been filed in accordance with the Contract Documents, and is now due.																	
<b>GRANTEE/CONTRACTOR:</b>																	
By: _____ <small>(Print name)</small>								_____ <small>(Title: Executive Director or CFO)</small>									
_____ <small>(Signature)</small>								Date: _____									
<b>Notary:</b>																	
State of: _____ County of: _____ day of _____																	
Subscribed and sworn to before me this _____ day of _____																	
Notary Public: _____																	
My Commission expires: _____																	
<div style="display: flex; justify-content: space-between; border: 1px solid gray; padding: 5px;"> <span>Instructions - Read First</span> <span>Itemized Budget</span> <span style="border: 2px solid blue; border-radius: 50%; padding: 2px;">Budget Summary</span> <span>+</span> </div>																	



# Long-form Budget – Budget Summary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P		
<b>NYS CA CAPITAL BUDGET SUMMARY AND CERTIFICATION FOR PAYMENT</b>																	
STATE AGENCY: COUNCIL ON THE ARTS 300 Park Ave South New York, NY 10010			PROJECT NAME:			PAYMENT REQUEST NO:											
APPLICANT/GRANTEE CONTRACTOR SFS PAYEE NAME:						CONTRACT PERIOD:											
<b>GRANTEE/CONTRACTOR'S APPLICATION FOR PAYMENT *</b>																	
Application is made for payment, as shown below, in connection with the Contract. Capital Based Budget Continuation Sheet is attached.																	
TOTAL PROJECT COST (Total Project Cost from application)				<input type="text"/>													
PROGRAM GRANT SUM (Grant sum for this award only)				<input type="text"/>													
<del>1. REVISED BUDGET TOTAL (Column E on sheet 2) \$ \$0.00</del>																	
<del>2. TOTAL COMPLETED &amp; STORED TO DATE (Column H on sheet 2) \$ \$0.00</del>																	
<del>3. PROJECT PERCENTAGE COMPLETION (Column I on sheet 2) \$</del>																	
<del>4. PREVIOUS APPLICATION PAYMENTS (Line 4 from prior application) \$</del>																	
<del>5. BALANCE TO FINISH (Line 1 less line 4, this application) \$ \$0.00</del>																	
<del>6. CURRENT PAYMENT DUE (% due per Capital Grant Payment terms and Reporting requirements) \$</del>																	
<b>GRANTEE/CONTRACTOR'S CERTIFICATE FOR PAYMENT</b>																	
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, this Application for Payment has been filed in accordance with the Contract Documents, and is now due.																	
<b>GRANTEE/CONTRACTOR:</b>																	
By: _____ (Print name)								_____ (Title: Executive Director or CFO)									
_____ (Signature)								_____ Date:									
<b>Notary:</b>																	
State of: _____ County of: _____ day of _____																	
Subscribed and sworn to before me this _____																	
Notary Public: _____																	
My Commission expires: _____																	
<div style="display: flex; justify-content: space-between; border-top: 1px solid black; padding-top: 5px;"> <span>Instructions - Read First</span> <span>Itemized Budget</span> <span style="border: 2px solid blue; border-radius: 50%; padding: 2px;">Budget Summary</span> <span>+</span> </div>																	





# How is my Application Evaluated?

- Panel of experts, including architects, engineers, technical professionals, and arts administrators with experience leading capital projects
- Panelists will strongly consider design elements, value to community, and overall project feasibility (including capacity to finance, fundraise, and maintain the facility after completion).

# How is my Application Evaluated?

- Each panelist evaluates and numerically rates each request against the criteria in the Funding Opportunity Guidelines. These ratings are then aggregated to one average score for each request. These ratings inform the funding recommendations made by NYSCA staff.
- For Large Capital Requests, Empire State Development will also conduct a Benefit Cost Analysis, the results of which will be incorporated into the scoring process.
- **Panelist nominations for Capital are now being accepted (nominations forms available on [arts.ny.gov/panelists](https://arts.ny.gov/panelists))**

# Scored Criteria

Design & Technical Review (0-5)	Managerial & Fiscal (0-5)	Community Relevance/Access (0-5)
<p>- Applicant has identified a problem or need that the project is likely to address.</p> <p>- Project is well designed excellence, as reflected in construction documents, specifications, drawings, equipment selections and other technical information and/or the selection of consultants appropriate to the project.</p> <p>- Bids demonstrate the information given to contractors is complete and thorough.</p> <p>- For Capital Projects: passes engineering review.</p>	<p>- Applicant demonstrates the ability to finance, fundraise, and manage cash flow through the duration of the project.</p> <p>- Staff, consultants and contractors have the expertise and capacity to manage this project.</p> <p>- Timeline, Project Plan, and Fundraising and Financing plan demonstrate capacity to fund and support the project through completion.</p> <p>- Organization has the capacity to operate and manage these improvements after project is complete.</p> <p>- Applicant has met all other requirements of the application – eligibility, support material, etc.</p>	<p>- Project is likely to improve the organization's ability to serve its audience and community.</p> <p>- Demonstrates engagement with the relevant communities that informs project decision-making.</p> <p>- Project will improve or maintain safety and accessibility within the facility in ways that make it more useable by a diverse set of participants.</p> <p>- Organization is contracting with, or has made good-faith effort to contract with MWBE businesses as part of this project.</p>

## Three criteria:

- Design & Technical Review
  - Managerial & Fiscal
  - Community Relevance/Access
- 
- A copy of the table to the left is available for reference in the the Capital Guidelines.

# Scored Criteria

Category Score	Scoring Guide
5	Meets or exceeds all benchmarks.
4	Meets most benchmarks.
3	Meets some benchmarks.
2	Meets few benchmarks.
1	Does not meet any benchmarks.
0	Question left unanswered, activities not arts/culture, response provides insufficient detail to understand programming.

- Each criterion (Design & Technical Review, Managerial & Fiscal, Community Relevance/Access) will be given a rating from 5-0.
- The application will receive an overall score which averages all three criteria. However, any application that receives an average score of 2 and below in any criterion will not be eligible for support.
- A copy of the table to the left is available in the Capital Guidelines.

# Still Have Questions?

- Join our Office Hours!
- Applicants who still have questions should contact NYSCA Capital Fund staff at [capitalprojects@arts.ny.gov](mailto:capitalprojects@arts.ny.gov).
- Plan to contact staff by **January 6, 2023**, to schedule time to discuss your proposal. *Beyond this date, we cannot guarantee that staff will be able to respond to inquiries before the application deadline. All inquiries should reference the applicant organization's name in the subject.*
- For technical questions on submitting online applications or Prequalification, contact [help@arts.ny.gov](mailto:help@arts.ny.gov).
- **A reminder all applicants must Prequalify in the Grants Gateway by the application deadline. This is a separate portal from SmartSimple**

# Thank You for Joining Us!

We will now move into a live Q+A session!

# Frequently Asked Questions (FAQ)

- I want to apply for a \$100,000 grant. What is my minimum total project size?
- I want to apply for a \$10,000 grant. What is my minimum total project size?
- Is there a minimum operating budget size?

# Frequently Asked Questions (FAQ)

- Can I apply for renovations to my organization's office space?
- Can I apply for renovations to my theater's freight elevator, even though it's not open to the public?



# Frequently Asked Questions (FAQ)

- What are soft costs, and how much of the grant can support them?
- Can I use NYSCA funds to pay for new furniture for my lobby?
- Can I use funds to pay my architect?

# Frequently Asked Questions (FAQ)

- Can I start my project before the grant period start date?
- Do I need to have the matching funds in-hand at the time of the application?

# Frequently Asked Questions (FAQ)

- Can a university apply for renovations to its performance venue or museum?
- I run a health and human services nonprofit that does a lot of arts programming. Can I apply?
- Can zoos or botanical gardens apply?
- Can multiple organizations apply jointly?

# Frequently Asked Questions (FAQ)

- Can I apply if I:
  - Have a 1-year lease?
  - Am in the process of closing on a building, but won't be closed by January 12?
  - Don't have a long-term lease but am buying equipment that can move easily to a different space?
  - Want to use funds to acquire a parcel of land adjacent to the building I own?

# Frequently Asked Questions (FAQ)

- I have a \$1 million organization with a \$4 million project. Can I apply to the Large Capital program?
- I have a \$10 million organization with a \$50,000 project. Can I apply for a \$50,000, no-match grant?
- Can I use federal or city funds to meet the match?
- Can I use state funds to meet the match?

# Frequently Asked Questions (FAQ)

- I have a previous NYSCA capital grant for a project that isn't complete. Can I still apply this year?
- I applied last year but didn't receive funding. Can I apply again for the same project?
- I applied for a Support for Organizations grant earlier this year. Am I eligible for a Capital grant as well?

# Live Q & A

- Enter any new questions into the chat!
  - We will continue to make our way through previously submitted questions.
  - Please do not resubmit a question you entered during registration.

# Contact Info

I still have questions. Who can I contact?

- Attend Office Hours
- Contact [capitalprojects@arts.ny.gov](mailto:capitalprojects@arts.ny.gov) with program questions
- Contact [help@arts.ny.gov](mailto:help@arts.ny.gov) with technical questions