



## Biennium Grants FB2020/2021 FAQs

### 1. What is the Biennium Grants Program?

The Biennium Grants Program supports eligible applicant organizations with public funds to implement projects designed to promote, perpetuate, and preserve culture in Hawai'i.

### 2. What are the major changes for FB 2020/2021?

- A new online application system called GO Smart.
- Required National Endowment for the Arts (NEA) data questions and activities/locations list for final reporting.
- There will be NO mailing or delivering of any hard copy documents, materials or items. All required and necessary documents will be submitted via GO Smart.
- There will be no revised proposals.
- Awarded grants will receive the requested amounts in priority ranking.

### 3. What are the Applicant Eligibility requirements?

- An applicant must be a nonprofit organization, exempt from federal income tax by the Internal Revenue Service (IRS). The following documents are due at the time of application:
  - A copy of the organization's tax exempt status letter from the IRS; and
  - A copy of the organization's bylaws and/or policies which must include:
    - A description of the manner in which business is conducted;
    - A prohibition against nepotism; and
    - Procedures for managing potential conflict-of-interest situations.
    - A statement from the organization affirming that the members of its governing board have no material conflict of interest and serve without compensation.
- Eligibility/Legal PDF packet – all applicants will submit one compiled PDF packet via GO Smart consisting of the organization's legal documents in the following order:
  - IRS Letter of Determination for non-profit status
  - Articles of Incorporation (State of Hawai'i)
  - Bylaws
  - Corporate Resolutions/Corporate Policies



#### 4. What is the Grant Request amount and the budgeting for the application?

- Simplified grant request and budget fields. Minimum \$5,000 to maximum \$15,000 per request.
- The pool of available funds for each fiscal year is approximately \$500,000. Based on recent funding patterns, we fund an average of 60 grants per year. The average grant has been approximately \$7,000.

#### 5. What are the Application and Project requirements?

- An applicant must have at least one year's experience with the project for which the request for a Biennium Grant is being made.
- Grant project must take place in the State of Hawai'i.
- Only one application per organization can be made to either or both fiscal years of Fiscal Biennium 2020/2021.
- There are four (4) grant categories – Arts Education, Community Arts, Heritage & Preservation, Presenting & Performing Arts. These grant categories are aligned with the HSFCAs Strategic Priorities 2019-2023.
- Application must be entirely completed and submitted via the GO Smart online application system for Biennium Grants FY2020 and/or Biennium Grants FY2021 by the application deadline.
- Project implementation periods are:
  - July 1, 2019 through June 30, 2020 for FY 2020 (Biennium Grant FY2020)
  - July 1, 2020 through June 30, 2021 for FY2021 (Biennium Grant FY2021)
- **Optional** work evidence (formerly known as supplemental materials) –we will not accept hard copies or material items. All optional work evidence that supports the project proposal will be submitted via GO Smart.
- Application certification by the authorizing official will be via GO Smart with an esignature. There will be NO mailing or delivering of hard copies to the HSFCAs office.

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