



## Biennium Grants Program | Application Requirements

All eligible nonprofit arts and culture organizations must meet the application requirements to submit a project application to the Biennium Grants Program.

1. Applicant must be a nonprofit arts or culture organization, 501(c)3 exempt from federal income tax by the Internal Revenue Service (IRS).
2. Incorporated under the laws of the State of Hawai'i.
3. Not barred or suspended from receiving federal funds.
4. Applicant must be compliant with Hawaii Compliance Express (<https://vendors.ehawaii.gov/hce/>) at the time the project application is submitted. If the applicant is a recipient of a grant award, the applicant must remain compliant throughout the grant implementation period.
5. Applicant must have an active registration with SAM.gov (<https://sam.gov/content/home>) at the time the Application is submitted. If the applicant is a recipient of a grant award, the applicant must maintain the active registration throughout the grant implementation period.
6. Accessibility: The organization has a National Endowment for the Arts- Section 504 Evaluation on file. If the organization does not have a Section 504 Evaluation on file, click the hyperlink below, follow the provided instructions, and complete the Self-Evaluation Workbook. [Section 504 Self-Evaluation Workbook- National Endowment for the Arts- Civil Rights Office](#).
7. Only one application may be submitted per applicant.
8. Applicant must have at least one year of experience with the project to request grant support.
9. Project must take place in the State of Hawai'i.
10. Fiscal sponsorship is not permitted.
11. Grantee 1:1 matching fund is required.
12. The Intent to Apply and the Application must be entirely completed and submitted via the Hawaii GO Smart online application system (<https://hawaii.gosmart.org/>). No applications will be accepted by email or hard copy.