

# COVID-19 LIVE MUSIC AND ENTERTAINMENT VENUE GRANT PROGRAM WEBINAR

OCTOBER 21, 2020



# WELCOME

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# WELCOME

- Brief introduction to the program, followed by Q&A
- Your audio is muted
- Please enter questions or comments in the Q&A dialog box
- Recording will be made available on the Program website



# COVID-19 LIVE MUSIC AND ENTERTAINMENT VENUE GRANT PROGRAM

James Langdon, Administrator  
Division of Enterprise Operations  
Department of Administration



# PROGRAM SUMMARY

- \$15 million in financial assistance available
- Source: Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act
- Administered by the Division of Enterprise Operations



# PROGRAM SUMMARY (CONT.)

- Awards are made on a competitive basis (not first-come, first-served)
- Maximum award \$500,000 or 25% of the organization's 2019 ticket sales, whichever is less
- Payments are made directly to eligible organizations
- Must be used for reimbursement of eligible expenditures or lost revenues due to the COVID-19 pandemic.
- Further details in Grant Announcement and Application



# PROGRAM DATES

Eligible Expense Incurred Period	March 1 through December 30, 2020
Grant Announcement Issue Date	Wednesday, October 14, 2020
Webinar	Wednesday, October 21, 2020 (tentative)
<b>Applications Due</b>	<b>Wednesday, October 28, 2020 at 2:00 PM CST</b>
Notification of Award Issue Date	November 2020 (estimate)
Grant Agreement Execution	November 2020 (estimate)
Final Report Due	February 1, 2021



# ELIGIBLE APPLICANT

1. Be a sole proprietorship, partnership, corporation, limited liability company or joint venture that does business in Wisconsin. If owned by an individual(s), owner must be a Wisconsin resident.
2. If registered with the Wisconsin Department of Financial Institutions have one of the following statuses as of the Grant Announcement closing date: “restored to good standing”, “incorporated/qualified/registered”, “organized”, or “registered”

To check DFI registration status, visit:

<https://www.wdfi.org/apps/CorpSearch/Advanced.aspx>





# ELIGIBLE APPLICANT

3. Must conduct operations within Wisconsin and eligible locations must be permanent locations operating within the state
4. Operate for the benefit of the public
5. Must generate 33% or more of revenue through direct ticket sales or direct event charges for production or presentation of live music, other entertainment or large conventions and meetings
6. Must not have any current tax delinquency with the Wisconsin Department of Revenue at the time of application
7. In operation since at least September 1, 2019



# ELIGIBLE EXPENSES AND LOST REVENUES

- Are necessary expenditures incurred or revenues lost due to the public health emergency with respect to COVID–19
- Are expenses incurred or revenue lost by the applicant organization between March 1 and December 30, 2020
- Are expenses incurred or revenue lost in Wisconsin or in direct support of the venue’s mission in Wisconsin
- Were not reimbursed and are not under consideration for reimbursement of another program



# ELIGIBLE EXPENSES AND LOST REVENUES (CONT.)

- Must be incurred between March 1 and December 30, 2020
- Contracts, services or goods must be performed or delivered within covered period (i.e. Annual contracts outside the covered period must be prorated)
- Lost revenues should be demonstrated with evidence (e.g. Ticket revenue loss based on difference between 2020 and 2019)



# EXAMPLES OF ELIGIBLE EXPENDITURES AND ELIGIBLE LOST REVENUES *(NOT EXHAUSTIVE)*

- Emergency operation activities and services related to public health, emergency services, and public safety response
- Lost revenues attributable to the COVID-19 pandemic, as evidenced by rescinded financial commitments or revenue differences between 2019 and 2020.
- Employee costs such as salary and fringe that are not reimbursed from another source such as unemployment insurance.
- Paid leave for public health and safety employees to take COVID-19 precautions



# EXAMPLES OF ELIGIBLE EXPENDITURES AND ELIGIBLE LOST REVENUES (CONT.)

- Medical and protective services and equipment, including PPE
- Testing and contact tracing costs above those covered by existing State programs
- Temporary isolation housing for infected or at-risk individuals
- Cleaning, sanitizing, and other costs of COVID-19 mitigation in public areas and facilities
- Purchases of services or equipment to facilitate telework by employees



# RESTRICTIONS

- No sub awards or funds transfer to another organization (except for payment of eligible goods or services)
- The same expenses/lost revenues cannot be reimbursed from any other source
- See details in Grant Announcement and Application
- The State will enter into grant agreements with successful applicants



# APPLICATION CHECKLIST

- Application Form (required)
- Appendix A – Budget (required)
- Appendix B – Form DOA 3027 Designating Confidential Information (optional)
- Appendix C – Form IRS W-9 (required)
- Supporting Documentation (optional)

Submit completed application and supporting materials to:  
[DOACOVIDEntertainmentVenueGrants@wisconsin.gov](mailto:DOACOVIDEntertainmentVenueGrants@wisconsin.gov)



# APPLICATION SECTIONS

## Section 1. Applicant Information

- Not scored
- Complete all required fields
- Narrative - Description of operations of a live music and entertainment venue





# APPLICATION SECTIONS

## Section 2. Narrative

- All sections scored. Answer questions fully. Do not exceed maximum word count.
- 2.1 Financial Need
- 2.2 Live Entertainment or Convention Programming as a Component of Activities
- 2.3 Area/Residents Served



# APPLICATION SECTIONS

## Section 3. Budget - Appendix A

- Not scored
- Enter expenses or lost revenues by line item
- Similar expenses or lost revenues may be grouped
- Must be eligible expenses or lost revenues
- Refer to Grant Announcement with questions



# APPLICATION *(CONT.)*

## Section 4. Attestations and Required Signature

- Not scored
- Signature is required (typed signatures are acceptable)



# SUPPORTING DOCUMENTATION

- Not required, but recommended
- 10 page maximum
- Examples may include financial documents, receipts for eligible expenses, revenue-generating event cancellation notices
- Do not use supporting documentation section to extend narratives



# ADDITIONAL NOTES

- Organization is solely responsible for documenting expenses are eligible under the CARES Act.
- Ineligible cost determinations made by State or Federal audits must be repaid to the State.
- Organizations must keep records of eligible costs for 5 years.
- Withdrawal and resubmittal of applications allowed until deadline.



# NEXT STEPS

- Applications due 2:00PM CDT Wednesday, October 28

[DOACOVIDEntertainmentVenueGrants@wisconsin.gov](mailto:DOACOVIDEntertainmentVenueGrants@wisconsin.gov)

- Anticipated award announcements in November
- All successful applicants will complete a grant agreement prior to receiving funds
- Final reports due February 1, 2021
- Sign up for email distribution list at [https://public.govdelivery.com/accounts/WIGOV/subscriber/new?topic\\_id=WIGOV\\_120](https://public.govdelivery.com/accounts/WIGOV/subscriber/new?topic_id=WIGOV_120)



**Q & A** Enter questions in the Q&A dialog box.

Q&A document will be published on the program website with additional questions and answers

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