

**GRANT ANNOUNCEMENT**  
**Movie Theater Grant Program**

Issued: September 16, 2021

Applications Due:  
**2:00PM CDT, October 15, 2021**



**Grant Announcement  
Movie Theater Grant Program**

<b>TABLE OF CONTENTS</b>		page
1.0	General Information	3
2.0	Preparing and Submitting an Application	4
3.0	Application Selection and Award Process	5
4.0	Eligibility Requirements	6
5.0	Applicant Information	6
6.0	Property Information	6
7.0	Tax Information	7
8.0	Attestations and Required Signatures	7
9.0	Special Terms and Conditions	7

<b>ATTACHMENTS</b>	
	GRANT APPLICATION (on-line)
Attachment A	IRS Form W-9 (required)

## 1.0 GENERAL INFORMATION

### 1.1 Introduction

The purpose of this document is to provide eligible Wisconsin movie theater operators with information to prepare and submit a grant application. The State as represented by the Department of Administration (DOA), Division of Enterprise Operations intends to use the results of this Grant Announcement to award up to \$11.25 million in grants to eligible movie theater operators (the "Program"). Funding for this assistance is provided to Wisconsin by the Federal American Rescue Plan Act.

### 1.2 Granting Agency

This Grant Announcement is issued by DOA which is the sole point of contact for the State of Wisconsin during the selection process. All communications to DOA regarding the Program should be sent to the following email address:

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

### 1.3 Definitions

Applicant	The legal entity that is applying for funds from this grant program.
Movie Theater Operator	A person or entity that operates a permanent movie theater in Wisconsin. See section 4.0 for other requirements.
DOA	Department of Administration
State	State of Wisconsin

### 1.4 Clarifications and/or Revisions to the Grant Announcement

If an applicant discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this Grant Announcement, the applicant should notify the department of such error at [movietheaterassistance@wisconsin.gov](mailto:movietheaterassistance@wisconsin.gov) and request modification or clarification of the Grant Announcement. If it becomes necessary to provide additional clarifying data or information, or to revise any part of this Grant Announcement, revisions/amendments and/or supplements will be posted to the Program website.

Questions posed to the Grant Administrator will be published in a question and answer document on the Program website at <https://doa.wi.gov/Pages/movietheaterassistancegrants.aspx> only after DOA has had the opportunity to formulate responses. All applicants are encouraged to check the Program website on a regular basis for posted questions and answers.

Each application shall stipulate that it is predicated upon the requirements, terms and conditions of this Grant Announcement and any supplements or revisions thereof.

### 1.5 Reasonable Accommodations

The Department will provide reasonable accommodations, including the provision of informational material in an alternate format, for qualified individuals with disabilities upon request. Any applicant in need of reasonable accommodations should contact the program via email at [movietheaterassistance@wisconsin.gov](mailto:movietheaterassistance@wisconsin.gov)

### 1.6 Calendar of Events

## Movie Theater Grant Program

---

Listed below are specific and estimated dates/times of actions related to this Grant Announcement. The actions with specific dates must be completed as indicated unless otherwise changed by the State. If the State finds it necessary to change any of these dates and/or times, it will do so by issuing an amendment(s) to this Grant Announcement. There may or may not be formal notification issued for changes to estimated dates and times.

<b>EVENT</b>	<b>DUE DATE</b>
Grant Announcement Issue Date	September 16, 2021
Questions & Answers	Posted on website as received
<b>Applications Due</b>	<b>October 15, 2021 at 2:00 PM CDT</b>
Issuance of Awards	October 2021 (estimate)

### 2.0 PREPARING AND SUBMITTING AN APPLICATION

#### 2.1 General Instructions

The review and selection of grantees will be based on the information submitted in each grantee's application. Failure to respond to each of the requirements in the Grant Announcement may be the basis for rejecting an application.

#### 2.2 Incurring Costs

The State of Wisconsin is not liable for any cost incurred by applicants in replying to this Grant Announcement.

#### 2.3 Submitting the Application

Applicants must submit one (1) electronic copy of all materials no later than **October 15, 2021 at 2:00 PM CDT** through the on-line application located on the Department's website at <https://doa.wi.gov/Pages/movietheaterassistancegrants.aspx>

Applicants may opt to receive confirmation that the application has been submitted via the application instructions. The program will not provide confirmation of completeness of applications. Applicants are responsible to ensure the application is completed in its entirety before submitting the application.

DOA will not accept applications by mail, hand delivery or facsimile machine (fax).

#### 2.4 Application Organization and Format

All applications shall adhere to the form, format and organization of the applications. The application contains the following sections. All sections are required. Any alteration of the forms or attachments is prohibited and may result in disqualification of the application.

Section 1	Applicant Information
Section 2	Movie Theater Property Information
Section 3	Tax Information
Section 4	Attestations and Required Signature
Attachment	IRS Form W-9 (required)

#### 2.5 Multiple Applications

Multiple applications from an applicant are not allowed. Reminder: An applicant must submit only one (1) application for all eligible properties for which it requests funding under this Grant Announcement. Do NOT submit multiple applications or an application for each property or screen.

## 2.6 Withdrawal of Applications

Applicants may withdraw an application at any time by submitting a request via email from an authorized representative of the applicant to the program email [movietheaterassistance@wisconsin.gov](mailto:movietheaterassistance@wisconsin.gov)

If a previously submitted application is withdrawn prior to the application submission due date and time, the applicant may submit another application on or before the Grant Application submission due date and time. Applications withdrawn after the application submission due date and time may not be resubmitted.

## 3.0 APPLICATION SELECTION AND AWARD PROCESS

### 3.1 Application Review

Applications will be reviewed by Program staff against the eligibility criteria set forth in Section 4.0. Applicants may not contact any DOA or other state agency official or employee about their application.

### 3.2 Right to Reject Applications and Negotiate Award Terms

The State reserves the right to reject any and all applications. The State reserves the right to negotiate award terms, including the award amount, with the selected applicant prior to making payment.

### 3.3 Award Amounts

Maximum grant awards will likely be approximately \$15,000 per eligible movie theater screen in Wisconsin owned and operated by the applicant. The total amount of each grant award may not exceed the decrease in the applicant's federal taxable income between calendar years 2019 and 2020. The State reserves the right to amend awards in accordance with objectives of the Program and available funding.

### 3.4 Method of Award

The State will compile the final review of each application (see section 3.1). The State intends to make multiple awards. Awards will be based upon qualifying responsive and responsible application(s).

### 3.5 Notification of Award

All applicants who respond to this Grant Announcement will be notified in writing of the State's award of funds that results from this Grant Application.

After a Notice of Award is made, copies of the accepted applications may be made available for public inspection in accordance with applicable Wisconsin law.

#### 4.0 ELIGIBILITY REQUIREMENTS

Applicants must meet the criteria set forth below to receive a grant award. DOA shall interpret eligibility criteria to align with program objectives and American Rescue Plan Act of 2021 requirements. Eligibility determinations by DOA are final.

##### 4.1 Eligible Applicant

Eligible applicants shall meet all of the following requirements:

1. If the applicant is registered with the Wisconsin Department of Financial Institutions, it must have one of the following statuses as of the Grant Announcement closing date: “restored to good standing”, “incorporated/qualified/registered”, “organized”, or “registered”.
2. Own and operate permanent movie theaters in Wisconsin
3. The applicant must not be on one of the following lists:  
[Wisconsin Department of Revenue Delinquent Taxpayer List](#)  
[Wisconsin Department of Transportation Debarred Contractors List](#)  
[Wisconsin Department of Administration Compliance Vendor Directory](#)  
[Wisconsin Department of Corrections Sex Offender Registry](#)
4. The applicant’s movie theaters started operating prior to January 1, 2020, operated in 2020, and suffered an economic loss as a result of the COVID-19 pandemic.

##### 3.2 Ineligible Applicants

1. Temporary or “pop-up” movie theater locations or screens.
2. Pornographic movie theaters.
3. Other movie theater operators that do not meet the intent of the Program as determined by DOA.

#### 5.0 APPLICANT INFORMATION

Complete Section 1: Applicant Information

The purpose of this section is to provide the State with organization and contact information for the applicant.

#### 6.0 PROPERTY INFORMATION

Complete Section 2: Movie Theater Property Information. Provide information for each eligible property.

Property Name	Street	City	County	Number of Screens
ABC Cinema (example)	101 Main St	Madison	Dane	6
DEF Cinema (example)	2 Water St	Appleton	Outagamie	10
GHI Cinema (example)	201 Elm St	Superior	Douglas	8

#### 7.0 TAX INFORMATION

Complete Section 3. Tax Information.

Applicants are required to provide both their 2019 federal taxable income and their 2020 federal taxable income which will be used to determine level of award eligibility.

## 8.0 ATTESTATIONS AND REQUIRED SIGNATURES

Complete Section 4. Attestations and Required Signature.

In accordance with applicable provisions of the Federal American Rescue Plan Act of 2021 and Movie Theater Grant Announcement provisions, eligible applicants must certify compliance with all statements in the attestation.

## 9.0 SPECIAL TERMS AND CONDITIONS

### 9.1 Recordkeeping

The organization has and will maintain for at least five years records sufficient to demonstrate that the expenses were compliant with applicable American Rescue Plan Act provisions.

### 8.2 Order of Precedence

By accepting a grant award, each applicant agrees to be bound by the contents of the Grant Announcement (including all attachments), Grant Announcement addenda and revisions, the applicant's grant application, and additional terms agreed to in writing by DOA and the applicant. In the event of a dispute or conflict, the following priority of documents will be used:

1. American Rescue Plan Act provisions
2. Applicable State of Wisconsin statutes and regulations.
3. The terms of the Grant Announcement.
4. The terms of the organization's Grant Application, as accepted by the State.
5. The applicant's Attestation

### 8.3 Choice of Venue

All legal proceedings regarding the Program, including but not limited to disputes regarding eligibility determinations, shall be brought in the state or federal courts located in Dane County, Wisconsin. The applicant waives all objections based on lack of personal jurisdiction or improper venue.

### 8.4 Public Disclosure

Copies of the application materials will be made available for public inspection in accordance with applicable Wisconsin law.

### 8.5 Compliance with the Federal American Rescue Plan Act

The organization is solely responsible for demonstrating that payments it receives under the Program meet the eligibility requirements set forth under this document, state law, federal law, and federal guidance. The organization will hold the Department of Administration and the State harmless for any audit disallowance related to the eligibility of costs or revenues, irrespective of whether the audit is ordered by federal or state agencies or by the courts and will be solely responsible for repaying the ineligible amounts (plus any assessed interest, costs, or fees) to the State or the federal government.

8.6 Miscellaneous

The State of Wisconsin reserves the right to audit any grantee. The organization will cooperate and provide any relevant information or records requested by the Department of Administration, any of its authorized representatives, the State of Wisconsin Legislative Audit Bureau or the Department of the Treasury Office of Inspector General at any time relating to the expenses.

8.7 American Rescue Plan Act Funding

The Program utilizes federal funds provided under the American Recovery Plan Act of 2021. The Department of Administration provides the following information regarding the source of funds:

Federal Award Identification Number: N/A

Federal Award Date: N/A

CFDA #: 21.027 Coronavirus State and Local Fiscal Recovery Funds

Federal Awarding Agency: Department of the Treasury

Total Amount of the Federal Award: \$2,533,160,626.50

Amount of Federal Funds Obligated by this Award: Refer to Allocation Amount

Total Amount of Federal Funds Obligated: Refer to Allocation Amount

Research & Development: No

Indirect Cost Rate: N/A

8.8 Indemnity

By providing funds to the organization, the State assumes no liability for any acts or omissions of the organization or any of its officers, employees, contractors, or agents which are in any way related to the costs for which the organization seeks funding. The organization will indemnify and hold harmless the Department of Administration and the State and all of its officers, agents and employees from all suits, actions or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of the organization, or of any of its contractors, in performing the activities for which the organization seeks funding.

8.9 Subawards

Subawards, transfer of funds to another organization (except as payment of eligible services or goods) or use of funds for grantmaking is not permissible.