

RESOLUTION OF THE CITY COUNCIL

No. 242

Approved May 22, 2023



RESOLVED, That the Members of the Providence City Council
hereby Authorize Approval of the following Contract Award by the Board of
Contract and Supply, in accordance with Section 21-26(b)(2).

Special Event Support Grantees
(Department of Arts, Culture and Tourism)

\$200,000.00

IN CITY COUNCIL

MAY 18 2023
READ AND PASSED


RACHEL M. MILLER, PRESIDENT

CLERK

I HEREBY APPROVE.


Mayor

Date: 5/22/2023



OFFICE OF THE INTERNAL AUDITOR
City of Providence

April 4, 2023

Ms. Tina Mastroianni
City Clerk's Office
City of Providence
25 Dorrance Street
Providence, RI 02903

Dear Tina:

I am writing to request that the following requested contract awards be submitted to the City Council and the Finance Committee for approval:

- **Department of Arts, Culture and Tourism:**
 - Approval to "Pay Special Event Support Grantees" in the amount of **\$200,000.00** in accordance with the Code of Ordinances, Section 21-26 (b) (2).
- **Office of Economic Opportunity:**
 - Award to various vendors for "One Providence for Youth Employment Program" in the amount of **\$1,501,625.18** in accordance with the Code of Ordinances, Section 21-26 (b) (1).

Sincerely,

A handwritten signature in blue ink, reading "Gina M. Costa".

Gina M. Costa
Internal Auditor

Cc: Joe Wilson, Jr, Director of ACT
Kadeem Leslie, Deputy Director of Economic Opportunity
Jonathon Martin, Director of Public Property
Alejandro Tirado, Director of Purchasing
James J. Lombardi, III, City Treasurer



Department of Art, Culture + Tourism
Brett P. Smiley, Mayor | Joe Wilson Jr., Director

January 19, 2023

The Honorable Brett P. Smiley
Chairman, Board of Contract and Supply
City Hall
25 Dorrance Street
Providence, RI 02903

RE: Requesting Approval to Pay Special Event Support Grantees WaterFire Providence, Community MusicWorks, Trinity Repertory Company, Hope Street Merchants Association, The Puerto Rican Professional Association of RI, RPM Voices of Rhode Island, West Broadway Neighborhood Association, AS220 Inc., and Rhode Island Black Storytellers.

MinuteTraq ID Number: 39723
Account Code(s):

Minority Participation: 0 % MBE, 0 %WBE

1. 263-0021-22, 55125

Dear Mayor Elorza,

The department of Art, Culture + Tourism respectfully requests approval to pay Special Event Support Grantees WaterFire Providence, Community MusicWorks, Trinity Repertory Company, Hope Street Merchants Association, The Puerto Rican Professional Association of RI, RPM Voices of Rhode Island, West Broadway Neighborhood Association, AS220 Inc., and Rhode Island Black Storytellers grant funds to reimburse eligible costs/expenses related to economic hardships resulting from the COVID-19 pandemic in Fiscal Year 2023.

Grant awardees responded to a publicly advertised Notification of Funding Availability and their statements of need and supporting materials were reviewed by a panel of City of Providence employees using the attached rubric. The reviewers determined that all applicants were qualified and recommended funding amounts based on relative gravity of impact as measured by the rubric and the availability of funds.

Funds in the amount of \$200,000.00 are available in account 263-0021-22 in Fiscal Year 2023.

WaterFire Providence
475 Valley St.
Providence, RI 02908
\$10,000.00

Community MusicWorks
1392 Westminster St.
Providence, RI 02909
\$25,000

Trinity Repertory Company

PROVIDENCE THE CREATIVE CAPITAL

444 Westminster Street, 3rd FL | Providence, Rhode Island 02903 | 401 680 5770 OFFICE | 401 680 8493 FAX
www.providenceri.com

Bret Jacob, Director of PVD Recovery Programs

| | Total Amount Requested | Point Total | Gravity of negative impact | Potential positive impact of ARPA Special Events funding on the organization | Past performance/ compliance with spending and reporting requirements for past awards | Demonstration of relevance to residents of ARPA's priority geographic areas | AMOUNT AWARDED |
|---|------------------------|-------------|----------------------------|--|---|---|----------------|
| WaterFire Providence | \$ 50,000 | 43 | 9 | 10 | 15 | 9 | \$ 10,000 |
| Community Musicworks | \$ 25,105 | 57 | 12 | 15 | 15 | 15 | \$ 25,000 |
| Trinity Repertory Company | \$ 50,000 | 58 | 13 | 15 | 15 | 15 | \$ 25,000 |
| Hope Street Merchants Association | \$ 50,000 | 55 | 10 | 15 | 15 | 15 | \$ 12,500 |
| The Puerto Rican Professional Association of RI | \$ 50,000 | 58 | 13 | 15 | 15 | 15 | \$ 30,000 |
| RPM Voices of Rhode Island | \$ 36,657 | 58 | 15 | 15 | 13 | 15 | \$ 30,000 |
| West Broadway Neighborhood Association | \$ 50,000 | 56 | 11 | 15 | 15 | 15 | \$ 12,500 |
| AS220, Inc | \$ 151,721 | 60 | 15 | 15 | 15 | 15 | \$ 35,000 |
| RIBS | \$ 50,000 | 52 | 9 | 13 | 15 | 15 | \$ 20,000 |
| | \$ 513,483 | | | | | | \$ 200,000 |

- Does Not Demonstrate (0)
Partially Demonstrates (1)
Mostly Demonstrates (2)
Demonstrates (3)
Demonstrates Excessively (4)
Demonstrates Far in Excess (5)

QUICK OVERVIEW: ARPA SPECIAL EVENTS

ROUND TWO

Total \$ amount of nine organizations = **\$463,482.50**

Amount to give for Special Events Round Two= **\$200,000**

USING THIS SLIDE DECK

1. This deck provides an overview of organizations, projects, impact, and accomplishments.
2. All writing in an organization's slides can be found in their applications materials.
3. Please use this deck to make comments, edits, and ask questions.

USING POWERPOINT

1. You can right-click and then click on +New Comment tab or go to the bottom of the PowerPoint page and click the notes button.
2. Use image below if you need help finding both the comment and/or note tool.



WaterFire

ORGANIZATION OVERVIEW



WaterFire is a world renowned event that is credited with reviving the nightlife of Providence and draws approximately 1m people to experience art in what would otherwise be dark and empty parks and city streets of downtown.

PROJECT

- WaterFire Providence humbly requests \$50,000 of American Rescue Plan funds to counter the devastating effects of the Covid-19 pandemic on the organization. We began our recovery in 2021, but are still suffering and in extreme deficit compared to the pre-pandemic year of 2019.
- These ARP funds would contribute to WaterFire’s ability to continue to recover from the pandemic and recoup some of the lost funds. Our financial stability directly impacts our ability to plan for and execute the following season’s downtown lighting events.

Total Ask \$50,000

POSITIVE IMPACT

WaterFire’s return to traditional downtown programming in 2021 was instrumental in the economic recovery of Providence and Rhode Island. Even though it was a shortened season, waterfire began to once again draw visitors to downtown and sparked business for the hospitality industry

COMPLIANCE

Everything submitted



Community MusicWorks

ORGANIZATION OVERVIEW

Community MusicWorks is a 25-year-old cultural organization in Providence, RI with the mission to create cohesive urban community through music education and performance that transforms the lives of children, families, and musicians. [T]hrough a long-term chamber music residency featuring a long-term Youth Music Program and an annual series of 25-30 public concerts.

PROJECT

- We respectfully request a grant of \$25,105 to offset COVID-related income reductions and additional expenses connected with our public special event series.
- Funds from this grant will support Community MusicWorks' ongoing ability to employ staff, produce events, and engage audiences. Based on the success of our virtual programming at engaging audiences who are unable to attend in person, we have decided to continue offering hybrid virtual events as we produce our events in-person.

Total Ask \$25,105

POSITIVE IMPACT

- ... as we look towards opening a new facility in the 2023-24 season, funding will improve our bottom line and enable us to launch our new venue from a position of fiscal strength
- Numbers of annual audience members and clients served from 2019, 2020, and 2021 2019: 3,000 in-person audience members; 166 students 2020: 4,000 in-person audience members; 133 students (in spring 2020 we offered Instagram-based virtual "residencies" for which we did not track attendance) 2021: 5,397 (5,187 virtual and 210 in-person) audience members; 115 student

COMPLIANCE

Everything submitted
Received 400K for ARPA Cultural Facilities- Still Eligible just FYI



Trinity Repertory Company

ORGANIZATION OVERVIEW

Trinity Rep’s mission is to reinvent the public square with dramatic art that stimulates, educates, and engages its diverse community in a continuing dialogue. We do this through nationally recognized stage productions, a professional resident acting company, graduate training programs offered in partnership with Brown University, lifelong learning opportunities, and arts education programs that reach students in grades K-12.

PROJECT

- .The City of Providence’s investment of \$50,000 in ARPA funds would provide the theater with vital support as we strive to maintain our high quality artistic and educational programming and maintain sufficient staffing levels as 2022-23 ticket sales and attendance so far are lagging behind our budgeted goals for the season

Total Ask \$50,000

POSITIVE IMPACT

- During 2018-2019, our last “normal” season, we reached over 106,000 people through six mainstage productions and robust K-12 education programs throughout the school year and summer

COMPLIANCE

Everything submitted

Puerto Rican Professional Association of RI

PRPARI

ORGANIZATION OVERVIEW

The PRPARI is a Nonprofit community organization founded on 2015 and based in Providence, Rhode Island. We serve not only Puerto Ricans but the entire Hispanic community of RI. We give seminars, workshops, classes including our professional services completely free.

PROJECT

- In the summer we celebrate our music rhythms, gastronomies and our culture at the Providence Bay Festival in a safe, fun, and cultural environment. This is a family oriented, kids' friendly event at no charge. The kid's area is free for all the kids.

Total Ask \$50,000

POSITIVE IMPACT

- We mobilize immediately when our community suffers some kind of need or emergency. We shipped 77 tons of groceries to Puerto Rico when Hurricane Maria hit the island and we did the same thing recently for Hurricane Fiona. We have made collections for other Spanish speaking countries as well.

COMPLIANCE

Everything submitted
This application is not quite complete/ Andy is working with PRPARI to complete this application. **They should still be considered**



Hope Street Merchants Association

ORGANIZATION OVERVIEW

The PRPARI is a Nonprofit community organization founded on 2015 and based in Providence, Rhode Island. We serve not only Puerto Ricans but the entire Hispanic community of RI. We give seminars, workshops, classes including our professional services completely free. We offer financial aid to young high school graduates with an excellent academic index for their university needs.

PROJECT

- This **\$16,210.31** grant will help our local merchants re-commit to our signature events in Spring & Winter 2023. Since the shutdown of 2020, the great majority of merchants have been hampered by staffing issues, supply chain issues and inflation issues. Of these, the most urgent is the staffing issue for businesses stretched thin on their primary mission.

Total Ask
\$16,210.31

POSITIVE IMPACT

- Directly they support local artists, performance artists and musicians who profit on those days, as well as the stores, restaurants and service businesses who line the street;
- they create immediate impact through revenue, which the Association has used to fund the purchases of plants and planters, bike racks, holiday lighting, attractive banners and other elements of neighborhood beautification.

COMPLIANCE

Everything submitted

West Broadway Neighborhood Association

ORGANIZATION OVERVIEW



The West Broadway Neighborhood Association (WBNA) organizes residents and businesses within parts of the West End, Federal Hill, and Upper South Providence neighborhoods to preserve and promote our diverse, historic community as a safe, vibrant, and sustainable place to live, work, eat, learn, and shop... achieving community goals through a combination of programs, advocacy, collaboration, engagement, events, and replicable projects with neighbors at the center of decision-making. ... which includes residents of approximately 3,000 household

PROJECT

- Increase the hours and salary of the Interim Executive Director to be more in line with pre pandemic numbers
- Compensate a consultant to assist in the creation of a development plan that will reimagine how WBNA raises money in a post-pandemic world
- Recruit a part-time staff person or intern to coordinate and lead outreach efforts.

Total Ask \$50,000

POSITIVE IMPACT

- An infusion of funding at this juncture will help us to both restore income-generating programs and give space to strategic planning that will lend stability and carry the organization forward.

COMPLIANCE

Everything submitted

RPM Voices of Rhode Island's



ORGANIZATION OVERVIEW

RPM Voices of Rhode Island is a non-profit 501(c)(3) arts organization. We offer an experiential educational curriculum committed to the preservation of African American folk traditions and cultural expressions as preserved through choral music. RPM Voices of Rhode Island has offered two workshops each year, an intensive two-to-three-week SUMMER CHORAL & GOSPEL MUSIC WORKSHOP and an intensive one-week WINTER CHORAL MUSIC WORKSHOP... Upon the conclusion of our workshops, we produce a concert presentation which represents the music learned in the respective workshop

PROJECT

- RPM Voices is requesting reimbursement in the amount of \$36,657.00 to return the organization to its pre-covid capacity. RPM is planning to hold its annual summer concert on July 16th, 2023. This concert will employ no less than ten performing artists, musicians, directors and teaching artists. RPM has partnered with Trinity Repertory Theater to host this event and expects its audience to return to pre-covid numbers. In addition to the annual summer concert, RPM plans to reinstitute its teaching workshops offered on the history of African American Music.

Total Ask \$36,657

POSITIVE IMPACT

- RPM Voices of Rhode Island's mission is to create a musical space for all voices to participate in the African American choral tradition through an ongoing experiential education cycle of instruction and performance

COMPLIANCE

Everything submitted

RHODE ISLAND BLACK STORYTELLERS



ORGANIZATION OVERVIEW

For 25 years we have been dedicated to promoting the awareness, appreciation and application of Black storytelling to all people through cultural, historical and educational performances. RIBS defines Black storytelling as the oral arts and traditions of African-descended people worldwide. RIBS presents professional artists, offers classes and workshops for all ages as well as community engagement experiences. All these programs come together each year in RIBS' signature event, the annual FUNDA FEST: A Celebration of Black Storytelling, which takes place each January and reaches over 7500 people locally, and now, via technology, around the world.

PROJECT

- In 2021, RIBS pivoted to an online festival, and reached a global audience of over 8000 and presented performers from the African Diaspora.
- RIBS partnered w/ RI Dept of Ed to present FUNDA STORY CAMP, teaching youth cultural stories and performance skills during school and summer vacations (with a wait list for April 2023)
- These funds will ensure the stability of RIBS by solidifying financial support for staff so that we can keep our growing programs operating. This solid ground will enable staff to work to find additional resources to support RIBS so that we maintain an organization that continues to make an impact in our community for at least another 25 years

Total Ask \$50,000

POSITIVE IMPACT

- In 2022, RIBS' FUNDA FEST presented 53 programs (live, live zoom, and pre-recorded) to schools across RI and nearby MA. Nine programs in seven different Providence schools alone reached 1558 students
- RIBS is the only nonprofit organization in the region that is dedicated to promoting and presenting the oral storytelling arts and traditions of Black (African diasporic) people to the community.
- We are located in the most diverse zip code in RI, where demographics from the Providence school department show that 13-14% of the population is Black non-hispanic, and 50-65% is hispanic..

COMPLIANCE

Everything submitted

AS220

IAS220

ORGANIZATION OVERVIEW

We, the people of Rhode Island, associate ourselves for the purpose of providing a local forum and home for the arts, through the maintenance of residential and work studios, galleries, performance and educational spaces...Our facilities and services are made available to all artists who need a place to exhibit, perform, or create their original artwork, especially those who cannot obtain space to exhibit or perform from traditional sources because of financial or other limitations.

PROJECT

- In total, in fiscal year 2022, revenue from events was approximately \$150,000 less than the year prior to the pandemic. We are requesting the full possible \$50,000 award available through the PVD Rescue Plan Arts Culture + Tourism Special Events program.

Total Ask \$151,720

POSITIVE IMPACT

This funding will help stabilize the program, enable us to continue to operate with proper staffing, and will likely also enable us to expand programming to an additional day each week, addressing a significant need in the community.

COMPLIANCE

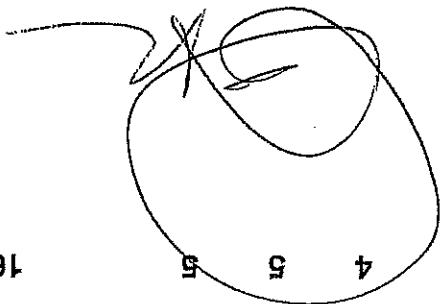
Everything submitted

| Name | Total Amount Requested | From | | Total | Grants of Negative Impact | Postperformance/ | | | | |
|---|------------------------|------------------------------|---|-------|---------------------------|---------------------------------------|-----------------|-----------------|-----------------|-----------------|
| | | ATP's Special Events Funding | ATP's Special Events Funding on the Air (radio) | | | compliance with spending requirements | for fund awards | for fund awards | for fund awards | for fund awards |
| WaterFire Providence | \$ 50,000 | 18 | 1 | 19 | 4 | 5 | 5 | 5 | 5 | 5 |
| Community Musicworks | \$ 25,105 | 19 | 1 | 20 | 4 | 5 | 5 | 5 | 5 | 5 |
| Indie Repertory Company | \$ 50,000 | 18 | 1 | 19 | 4 | 5 | 5 | 5 | 5 | 5 |
| Hope Street Merchants Association | \$ 50,000 | 18 | 1 | 19 | 4 | 5 | 5 | 5 | 5 | 5 |
| The Puerto Rican Professional Association of RI | \$ 16,210 | 20 | 1 | 21 | 5 | 5 | 5 | 5 | 5 | 5 |
| RPM Voices of Rhode Island | \$ 36,657 | 20 | 1 | 21 | 5 | 5 | 5 | 5 | 5 | 5 |
| West Broadway Neighborhood Association | \$ 50,000 | 19 | 1 | 20 | 5 | 5 | 5 | 5 | 5 | 5 |
| AS220, Inc | \$ 151,721 | 20 | 1 | 21 | 5 | 5 | 5 | 5 | 5 | 5 |
| RHB | \$ 50,000 | 17 | 1 | 18 | 4 | 5 | 5 | 5 | 5 | 5 |
| Panel name: <u>Panel 2024</u> | | | | | | | | | | |
| Panel Signature: <u>[Signature]</u> Date: <u>01/17/24</u> | | | | | | | | | | |

- Does Not Demonstrate (0)
- Partially Demonstrates (1)
- Mostly Demonstrates (2)
- Demonstrates (3)
- Demonstrates Excessively (4)
- Demonstrates Far in Excess (5)

SPECIAL EVENTS SUPPORT APPLICATION SCORING:

| | | | | | |
|--|---|---|---|---|----|
| WATERFIRE PVD | 3 | 3 | 5 | 3 | 14 |
| \$25,000 | | | | | |
| COMMUNITY MUSIC WORKS | | | | | |
| \$25,000 | | | | | |
| TRINITY REP. COMPANY | | 4 | 5 | 5 | 19 |
| \$25,000 | | | | | |
| HOPE STREET MERCHANTS | 5 | 5 | 5 | 5 | 20 |
| \$25,000 | | | | | |
| \$17,500 | | | | | |
| PUERTO RICAN PROFF. | 5 | 5 | 5 | 5 | 20 |
| There is a discrepancy in ask | | | | | |
| RPM VOICES | 5 | 5 | 5 | 5 | 20 |
| \$30,000 | | | | | |
| WEST BROADWAY NEIGHB. | 3 | 5 | 5 | 5 | 18 |
| \$17,500 | | | | | |
| AS 220 | 5 | 5 | 5 | 5 | 20 |
| \$30,000 | | | | | |
| RIBS | | | | | |
| \$30,000 | | | | | |
| \$200,000 TOTAL | 2 | 4 | 5 | 5 | 16 |



[Handwritten signature]

| Entity Name | Date | Amount |
|--|------|---------|
| WaterFire Providence | 14 | 50,000 |
| Community Mutualworks | 19 | 25,105 |
| Trinity Registry Company | 19 | 50,000 |
| Hope Street Merchants Association | 19 | 50,000 |
| The Burien Urban Professionals Association of RI | 18 | 16,210 |
| RPM Voices of Rhode Island | 18 | 36,837 |
| West Broadway Neighborhood Association | 19 | 50,000 |
| As220, Inc | 20 | 131,721 |
| RIAS | 18 | 50,000 |

City of Providence Department of Art, Culture + Tourism
Notice of Funding Availability
Special Events
Non-profit Arts and Cultural Sector
August 2022

2022-08-01 10:00:00

OVERVIEW

The Department of Art, Culture + Tourism notifies interested applicants of the availability of funds allocated from the American Rescue Plan Act (ARPA). The availability and use of these funds is subject to federal regulations and is further subject to the City of Providence's policies and program requirements.

In releasing this Notice of Funding Availability (NOFA), the goal is to make financial resources available to nonprofit art and/or cultural organizations that have experienced economic hardships as a result of the COVID-19 pandemic since March 3, 2021. This hardship includes periods of shutdown, declines in revenue, and increased costs. This grant program will reimburse eligible costs/expenses up to \$50,000.

AMOUNT OF FUNDS AVAILABLE FOR AWARD

Approximately \$500,000 in federal ARPA is estimated to be available for this round. The City reserves the right to fund, in whole or in part, any, all, or none of the applications submitted in response to this NOFA.

ELIGIBLE APPLICANTS

Nonprofit art and/or cultural organizations eligible for reimbursement grants are those that:

- Have a business address in the City of Providence;
- Meet the definition of "nonprofit" for exempt 501(c)3 organization or 501(c)6 organization; Please include a certificate of good standing along with your other supplemental materials;
- Meet the definition of being an art and/or culture-based organization (e.g. neighborhood associations and arts organizations);
- Provide public special event programming (e.g. outdoor restaurant events; cultural events and festivals; or craft and food markets); and
- Experienced negative impacts or disproportionate impacts of the pandemic (see below for example categories) as demonstrated by a year-to-year financial comparison with the fiscal year ending prior to March 2020; and

All applicants must submit a comprehensive statement of need including all specified supplemental documentation through the portal at the bottom of this page.

ACTIVITY SUMMARY

Nonprofits are and/or cultural organizations must be able to identify in their year-to-year fiscal comparisons the areas where they have been negatively impacted by the pandemic since March 3, 2020, including but not limited to:

- Decreased revenue (e.g., in gross receipts or revenue from donations and fees)
- Financial instability
- Increased costs related to COVID-19 mitigation (e.g., uncompensated increases in service times, cost of purchasing masks and sanitizers, deep discounts, etc.)
- Capacity to weather financial hardship
- Challenges covering payroll, rent, and other operating costs

QUESTIONS AND SUPPLEMENTAL DOCUMENTATION

Please upload a comprehensive statement of needs that provides detailed answers to the questions in each section below as well as the supplemental documentation requested.

- Provide the organization's EIN number and information indicating that the organization is not disbanded or prevented from receiving federal funds. A screenshot from Sam.gov is acceptable.
- Describe the negative impact of the pandemic on your organization since March 3, 2020. This narrative should match a comparative budget included as an excel spreadsheet attachment (see downloadable templates below) wherein specific impacts are related to specific cost centers. See below for example:
 - "Our organization has approximately \$5,000 in ticket revenue we expected to earn based on members prior to March 2020 season programming where we had to unexpectedly shut down our spring production due to staff shortages that kept us from opening."

| Cost Center | Prior to March 3, 2020 | 2020 Actual | Requested |
|-------------------|------------------------|-------------|-----------|
| March performance | \$7,000 | \$2,000 | \$5,000 |
| ticket revenue | | | |

- State your specific total requests in a dollar amount up to \$50,000 using an additional row below your cost centers to summarize your needs.
- Use linked budget templates and the format provided above. The total requested amount should match your specific requested dollar amount. This spreadsheet should list your organization's identifying information, including the contact's name, address, phone number, and email address.
- Provide numbers for contact numbers/emails served from 2019, 2020, and 2021.
- Attach financial statements approved by a 501(c)(3) or 501(c)(6) Board of Directors to demonstrate proof of lost revenue.
- Provide an impact statement explaining how this funding will help stabilize the organization (e.g. keep staff employed, maintain operations, pay mortgage, etc.)

APPLICATION SUPPORT

- Application technical support is currently available by email.
- Please reference the frequently asked questions, which will be updated as needed, and send emails with questions about the NOFA application or process to nonprofit@sam.gov with the subject line: "Special Events NOFA."

AWARD ANNOUNCEMENTS

- * Awardees will be notified via e-mailing business applications with the award letter and will call the Grants team regarding it.
- * Allow 10 business days after submission before inquiring about an award.

Business Applications should be submitted by Monday through Friday from 10:00AM to 4:00PM; applications received after 4:00PM will be considered and be mailed on Monday morning on the following business day.

REPORTING REQUIREMENTS FOR AWARDED SLFRF GRANT SUBRECIPIENTS

The awarded "Subrecipient" of a Direct and Indirect Federal Recovery Funds (DRF) funded program must submit certain records and must adhere to the City of Providence's reporting, as it is an entity which is not a federal, state, or local government. Subrecipients are not required to submit the records which the City of Providence does not require. Subrecipients must adhere to the following reporting requirements which the City of Providence requires. Subrecipients must adhere to the following reporting requirements which the City of Providence requires. Subrecipients must adhere to the following reporting requirements which the City of Providence requires.

Any Subrecipient must maintain records for inspection by the City of Providence. These records, but are not limited to:

- * Receipts of all SLFRF program-related expenditures, including salaries, administrative, and materials.
- * Records regarding requests for project-related disbursement of funds.
- * Records regarding the source and amount of any program, project, and other program income received by the City of Providence.
- * Records of all written agreements and contracts pertaining to SLFRF program.
- * Records regarding a comparison of grant-making process.
- * Audits and resolution of audit findings.
- * Any program files or program income statements.
- * Staff payroll and benefit reports (including any other payroll information).
- * Financial documents, terms of agreements, and contracts with program recipients and
- * Information of other relevant SLFRF and DRF.

The following records and information should be submitted to the City of Providence:

A descriptive report with supporting documentation that shows awarded grant disbursement and how it impacts the Subrecipient's capacity to meet financial, human, and knowledge resources. Reports should include:

- * Estimated number of employee members/clients served.
- * Estimated impact - Subrecipients should use the City of Providence's standard metrics to report on the following the metrics impacted their work.
- * Estimated number of cases or resources delivered through the Subrecipient's program or project.
- * Any number concerning monitoring from program income provided by the grant (including verbal feedback reports or reports of interviews).
- * Case management feedback and how from September 1, 2020.
- * Number of interviews for which grant-related work was completed.
- * Any other program information requested by the City of Providence's program in force.

The Subrecipient should submit to the City of Providence a report and will call the Grants team regarding it. Subrecipients must adhere to the following reporting requirements which the City of Providence requires. Subrecipients must adhere to the following reporting requirements which the City of Providence requires.

- * Auditing final program with grant-related records.
- * Disposition of program assets including the return of all grant-related, equipment, program materials, program materials, and program materials to the City of Providence.
- * Documenting the completion of records.

When submitting the following documents of the Contract Agreement shall remain in effect during the period from the Subrecipient has received from SLFRF funds, including program income.

For additional information regarding the process of receiving applications, please contact Michael Smith, Special Projects Manager, Department of City, Culture & Tourism at (401) 860-5523 or michael.smith@providence.gov.

Providence's Department of City, Culture & Tourism

Attn: Department of City, Culture & Tourism

Contact: Michael Smith

Phone:

Fax:

APPLICATION REVIEW PROCESS

Submitted applications determined to be eligible under the regulations will be further processed using a rubric based on the following criteria:

- Gravity of negative impact
- Potential positive impact of ARPA special events funding on the organization
- Past performance/compliance with spending and reporting requirements for past awards, and
- Ability to demonstrate relevance to residents of ARPA's priority geographic areas.

AWARD ANNOUNCEMENTS

- Awards will be made on a rolling basis; applications will be reviewed until all the funds are expended.
- Allow 10 business days after submission before inquiring about an award.

Business days end hours are Monday through Friday from 8:30AM to 4:30PM; submissions received after 4:30PM or on a weekend will be noted as being received on the following business day.

REPORTING REQUIREMENTS FOR AWARDED SLFRF GRANT SUBRECIPIENTS

The awarded "Subrecipient" of a State and Local Fiscal Recovery Funds (SLFRF)-funded grant must retain certain records, and must submit to the City of Providence quarterly, or at such other intervals as requested, any information, documents or certifications requested by the City of Providence which the City of Providence deems necessary for substantial Subrecipient's continuing compliance with the provisions of all applicable SLFRF program rules, guidelines, criteria, and regulations. Reports must be submitted in such format as prescribed by the City of Providence. The City of Providence shall retain the right to change reporting requirements from time to time as it deems necessary.

Any Subrecipient must maintain records for inspection by the City of Providence. These include, but are not limited to:

- Records of all SLFRF program-related account transactions including deposits, disbursements, and balances;
- Records supporting requests for payment and disbursement of funds;
- Records indicating the source and amount of any repayment, penalty, and other return on investment of SLFRF funds;
- Records of all written agreements and contracts pertaining to SLFRF Program;
- Records supporting a competitive grant-making process;
- Audits and resolution of such findings;
- Any program fees or program income collected;
- Self payroll and benefit reports (individuals may also be required);
- Financial documents, terms of agreement, and contracts upon request; and
- Explanation of efforts to recruit MBEs and WBEs.

The following records and reports must be submitted to the City of Providence:

A Narrative report with supporting documentation that shows expended grant dollars related and their impact on the Subrecipient's capacity to serve the novel, tourism, and hospitality sectors. Reports should include:

- Estimated numbers of audience members/clients served;
- Economic impact - Subrecipients should use the City of Providence's standard economic impact calculator to calculate the economic impact of their work;
- Estimated number of critics or celebrities mentioning from the Subrecipient's programs or products;
- Any media coverage resulting from programs made possible by the grant including social media impact reports if relevant;
- Clear cut reports (submitted no later than September 1, 2023).