

What expenses are eligible for reimbursement by the North Carolina CARES for Arts grant?

These funds were allocated by the NC General Assembly using Coronavirus Relief Funds, which are subject to federal rules and guidelines that limit allowable expenditures and timeframe for using the funds. When building your claim of eligible expenses, the following expenses that were or will be incurred between March 1 and December 30, 2020 can be considered:

- paid salaries and benefits (including contractors),
- on-going operating expenses such as rent, utilities, or insurance,
- established monthly expenses such as loan payments (both principle and interest),
- costs associated with canceling programs, such as contractual payments to venues, vendors, etc.
- costs of pivoting to remote/virtual programs and services,
- and costs of mitigating the spread of COVID-19, such as cleaning, PPE, physical barriers, etc.

For the purpose of this grant program, revenue losses are not considered for mitigation. North Carolina CARES for Arts funding cannot reimburse any expenses already paid for by other federal relief funds such as PPP loans, the NC Jobs Retention Grant program, locally-run stimulus or relief programs using federal funds, direct grants from the NEA, and stimulus grants issued by the North Carolina Arts Council.

What kind of documentation is required as evidence for expenses? How does this work if I am projecting expenses for future months?

Documents such as receipts, bill/invoices, monthly financial statements, and payroll ledgers will be considered. If projecting expenses that will happen in October, November, December, you will provide a word document that reasonably justifies those expenses, and invoices and receipts must be available for projected expenses when they actualize.

Can refunded tickets for canceled events be considered for reimbursement?

It depends on how the accounting was done. In most cases, the financial statement will show refunded tickets as a negative revenue to offset the income that was collected. If the accounting shows a negative revenue, then refunded tickets are not eligible as an expense claim. If for some reason the refunded tickets were logged through an expense account, then the amount can be claimed.

How can the money be spent once I receive my grant?

These funds are designed to reimburse you for expenses that were incurred during business interruption caused by COVID-19. When those expenses are reimbursed, the funding that had been used in your budget to pay those bills will now be available for you to do whatever you wish to do with it.