

## Activation, Revitalization, and Transformation (A.R.T.) Program – Phase II Frequently Asked Questions

### 1) Will the NJEDA be able to address an applicant’s specific questions about the project, program or initiative they are developing and preparing an application for after the application opens?

No. The application opened on September 26<sup>th</sup> at 10:00 am EST, after which time we are unable to address any questions regarding specific projects, programs or initiatives that a prospective applicant organization may have, as stated in each of the Information sessions we conducted between June 18<sup>th</sup> and September 19<sup>th</sup>.

The webpage for the program can be found here, which contains all of the information and support materials, as applicants are preparing their applications: [Activation, Revitalization, and Transformation \(A.R.T.\) Program - Phase II - NJEDA](#)

Applicants are encouraged to use the available resources found in the sidebar of the webpage for guidance, such as:

- *Frequently Asked Questions*
- [Applicant Checklist](#)
- *Informational Webinars:*
  - 6.18.24 includes [recorded webinar](#) with program overview AND accompanying [slide deck](#)
  - 9.10.24 includes [recorded webinar](#) with brief program overview AND review of on-line application with accompanying [slide deck](#)
- [Scoring Criteria](#)
- [Board Memo](#)
- *New Jersey Public Works Registered Contractors* [link](#), if Prevailing Wage may be triggered

[Sample Application](#), which is a slide deck that includes explanations for each page of the application that will be encountered on-line.

### 2) Am I able to use “placeholder” information on a page in my application, to SAVE it AND to keep working forward in the application? Will I be able to come back to the page where the “placeholder” information is, once I have all of the information, in order to complete that page?

Yes, you are able to use “placeholder” information, to SAVE that page, to continue working forward in the application and then to go back to the page, where you’ve used “placeholder” information to replace it with the correct information, once you have it. You are able to go back and edit the application, so long as you don’t use the SUBMIT button on the last page of the application

### 3) What is the NJEDA A.R.T. – Phase II grant program?

The *Activation, Revitalization, Transformation (A.R.T.)* - Phase II grant is a competitive program for non-profit organizations aimed at catalyzing community placemaking efforts by leveraging the arts and cultural sector as a creative force for change in downtowns of 31 select municipalities whose commercial corridors have been significantly impacted by reduced commuter traffic due to COVID 19.

The program will support the creation of public space activation initiatives, such as placemaking projects, public art installations, and arts-based projects via 15 million in appropriated funding through the Fiscal Year 2023 Budget Appropriations Act (P.L. 2022, c.49) identified as Arts Support and Placemaking with grant awards of between \$100,000 and \$500,000.

**4) Who are the eligible applicants for ART Phase II grants?**

Non-profit organizations with 501 c (3), 501 c (6) or 501 c (19). Supported by an IRS determination letter.

Copies of a determination letter (issued January 1, 2014 and later) can be downloaded using IRS on-line search tool: Tax Exempt Organization Search (TEOS)

<https://www.irs.gov/charities-non-profits/tax-exempt-organization-search>

Copies of a determination letter issued before 2014, can be requested by submitting [Form 4506-B, Request for a Copy of Exempt Organization IRS Application or Letter](#) using the email feature.

<https://www.irs.gov/pub/irs-pdf/f4506b.pdf>

**5) Can an entity who is partnering with a lead, Applicant Organization, partner with more than one lead, Applicant Organization?**

Yes.

**6) Can an applicant work with more than one partner on the proposed project/program?**

Yes. The lead applicant can work with more than one partner that is an individual artist, artist collective, an arts and cultural non- profit, a municipal entity, a community group, or private sector entity. *Each partner* must be listed in the application and Proof of Partnership must be provided for *each partnership*. The Proof of Partnership should be a Letter of Intent, approved by both entities, that documents the commitment and scope of the partnership that includes:

- the benefit that the partnership brings to the project;
- commitment to the scope of the project;
- the timeline for executing and completing the project;
- the expected final product, and;
- any other personal, material, or financial resources committed to the project (if applicable)

**7) Can a non-profit 501 c (3), 501 c (6), or 501 c (19) apply for the A.R.T. – Phase II grant AND ALSO partner with another non-profit entity that is the lead applicant on a *different* project/program?**

Yes.

**8) Where can eligible projects be located?**

All project locations must be in an eligible New Jersey municipality located within 1.5 miles of an active New Jersey Transit, PATCO, PATH, or SEPTA passenger rail or light rail station operating in the same municipality meeting above criteria. (Locations are based on NJ Department of Community Affairs geographic information systems passenger rail station point data.)

Click [here](#) to view the [NJEDA Location Mapping Tool](#) to determine eligibility of your proposed project location.

The 31 municipalities with areas eligible for the program are: Asbury Park, Bayonne, Belleville, Burlington City, Camden, City of Orange, Clifton, Dover, Dunellen, East Orange, Egg Harbor City, Elizabeth, Garfield, Hackensack,

Hammonton, Jersey City, Linden, Lindenwold, Long Branch, Netcong, New Brunswick, North Bergen, Passaic, Paterson, Pennsauken, Perth Amboy, Plainfield, Rahway, Riverside, Trenton, and Union City.

Projects located within the City of Newark and the City of Atlantic City are not eligible for funding through A.R.T. – Phase II.

**7) Can an applicant organization apply to execute a project or projects in more than one eligible location?**

Yes. The *Site Use & Access* documents must be provided for EACH location specified in the proposal. Please reference item #10 in the *Applicant Checklist* for acceptable *Site & Use Access* documentation. Also please note that the information in *Scoring Criteria* for Questions 3, 5a, 5b, and 5c must be provided for EACH location specified in the proposal.

**8) If an applicant proposes a project/program/initiative that takes place in multiple locations, do each of the locations need to be within an eligible location? In other words, do each of the locations for the project need to take place within the pink zone on the NJEDA mapping tool to be eligible for A.R.T. – Phase II funding?**

Yes. ALL locations for each phase of the project/program/initiative must take place within an eligible location, as documented through use of the NJEDA mapping tool.

**9) Can an applicant organization propose a program/project/initiative that takes place in more than one of the eligible locations? If so, where should that information be entered on the application form?**

Yes. The applicant organization can execute a program/project/initiative in more than one of the eligible locations, as documented by the NJEDA mapping tool for each location.

- Page 3 of the application allows you to enter ONE municipality in the drop-down menu. ALL additional Project locations should ALSO be entered in the “Project Overview” section by providing “Block and Lot” information and the Mapping Tool printout/report for each location.
- The “Project/Program Proposal” should include each of the eligible locations in the narrative, in addition to the one specified on Page 3.

**10) What type of projects are eligible for support?**

The A.R.T. II program is a grant product that will support the creation of public space activation initiatives, such as placemaking projects, public art installations, and arts-based projects. These activities may include, but are not limited to art exhibitions, performances, festivals, parades, concerts or concert series, film and video screenings, and cultural programming. Funding can also be granted to support operational costs for the applicant to execute art or placemaking projects.

**11) Does an applicant organization have to create new programs/projects/initiatives for this grant program, or can the funds be applied to existing programming/projects/initiatives?**

The funds can be applied to existing programs/projects/initiatives, as long as the applicant can demonstrate that those programs/projects/initiatives are being expanded in ways not formerly possible, without the use of NJEDA funding.

**12) Are there ineligible uses of funds?**

Ineligible project activities may include but are not limited to acquisition costs of real estate, leases for real

estate with expiration dates past December 31, 2026, incubator space, and real estate construction. Also, major infrastructure improvements are ineligible, such as capital expenditures including but not limited to sewer, wastewater, electrical grid, road paving, drinking water systems, and structures that are intended to remain in place after December 31, 2026, including demolition to create vacant land.

**13) Can the applicant use a portion of the funds on operational costs during the grant period, including expenses such as rent, utilities, administrative costs, staffing, marketing?**

Yes. See Board Memo (p.4), “Eligible Project Uses and Restrictions”, where it states that “Funding can also be granted to support operational costs for the applicant to execute art or placemaking projects.” If some portion of funds are used for general operational costs such as rent, utilities, administrative costs, staffing, marketing during the grant period, the applicant will have to demonstrate and explain how that use of funds is directly linked or related to the project/program that the applicant is proposing.

**14) What are the Project Eligibility Considerations and how can I meet them?**

Applicants will self-certify, at time of application, the project meets the following federal eligibility considerations:

- COVID Impact: Applicants must address how the proposal is responsive to the negative public health and/or economic impacts of the COVID-19 pandemic and complies with all the ARP program requirements.
- Capacity: The applicant must have experience implementing a minimum of one project that is similar to the project being proposed.
- Long-term impact: Competitive applicants must articulate via the application process how the proposal will have a positive long-term impact in its community and the overall benefit to the community at large.
- Financial Viability: Must demonstrate long-term financial viability of the project and evidence that the project will be completed prior to 12/31/26.
- U.S. Treasury reporting: Ability (if applicable or requested by US Treasury) to provide the U.S. Department of Treasury with relevant reporting for all project expenditures exceeding \$1, specifically, all proposals must provide a narrative on how the project will address the impacts of COVID-19 in their municipality and why this capital expenditure is the most appropriate to address the economic harms caused by COVID.

**15) When do projects have to be completed and all grant awards expended?**

All A.R.T. – Phase II projects must be completed, and all grant award funding expended by December 31, 2026. Applicants will be required to submit a Project Timeline as evidence that the project can meet these federal program guidelines.

**16) Is a New Jersey tax clearance certificate a requirement of the program?**

Yes. In order to be eligible, Applicants must also provide a current tax clearance certificate at time of application (but subject to cure as described below) to demonstrate the applicant is in substantial good standing with the New Jersey Division of Taxation.

Applicants will be given 10-business days to submit missing or incomplete documents related to eligibility requirements (“cure period”). **After applications are reviewed by EDA is when the 10-business day cure period begins.** If the application remains incomplete after the 10-day cure period, the application will be rejected without a right to appeal. If the application fails to establish program eligibility, the application will be declined.

If you are not registered with Premier Business Services, visit the Premier Business Services portal [https://www16.state.nj.us/NJ\\_PREMIER\\_EBIZ/jsp/home.jsp](https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp) and select New Users Only – Create an Account and follow instructions for new account creation.

If you are already registered with Premier Business Services, log in [https://www16.state.nj.us/NJ\\_PREMIER\\_EBIZ/jsp/home.jsp](https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp). Go to the Tax & Revenue Center and select Business Incentive Tax Clearance. If your account is compliant with its tax obligations and no liabilities exist, the Business Incentive Tax Clearance can be printed directly through the portal.

Questions regarding your account may be directed to NJ Treasury at 609-292-9292 or via email at Premier Services Registration at [Integrated-Registration.Admin@treas.nj.gov](mailto:Integrated-Registration.Admin@treas.nj.gov).

Tax Clearance Certificates are not required to name NJEDA as the entity for which clearance is being issued.

NJEDA will not accept a tax clearance certificate with New Jersey Department of Environmental Protection (NJDEP) as the entity for which tax clearance is being issued.

**17) If any of my organization’s eligibility documents are missing or incomplete after the application is submitted, will we have the opportunity to correct the documentation?**

Applicants will be given 10-business days to submit document cures related to eligibility. The Eligibility documents are listed in the “Applicant Checklist” found in sidebar of the [A.R.T. – Phase II webpage](#). **After applications are reviewed by EDA is when the 10-business day cure period begins.**

If the application remains incomplete after the 10-day cure period, the application will be rejected without a right to appeal. If the application fails to establish program eligibility, the application will be declined.

**18) Is a Source and Use document required in the ART II application?**

In order to be eligible, All, applicants must submit a Source and Use analysis on the application’s Source & Use Form, at time of application but subject to the cure period (explained in FAQ#23). The line items in the Source section must list all sources of project funding, including the funds requested in the Program grant application. If the amount requested on the Program grant application is not listed as a Source or if the Total Sources do not equal the Total Uses, then the Source & Use document will be considered incomplete, and the application will receive a non-discretionary declination. Link to S&U template: [Source-Use-template-ART-Phase-II.xls \(live.com\)](#)

**19) Applicants are asked to provide a “Project Timeline Schedule” in order to be eligible to advance to the Scoring phase of the grant program (item #8 in the Applicant Checklist). When does the timeline start?**

Applicants should build a timeline for their proposal, assuming that the funding will be available by Summer 2025, clearly demonstrating that the proposed project/program/initiative will be completed no later than December 31, 2026.

**20) Is there a Duplication of Benefits review?**

Yes, all projects will need to complete a Duplication of Benefits review to ensure full federal compliance.

**21) What is the minimum requested award, per project?**

The minimum award request is \$100,000.

**22) What is the maximum requested award, per project?**

The maximum award request is \$500,000.

**23) How are awards disbursed for the A.R.T. - Phase II Program?**

Under the A.R.T. Phase II Program, the Applicant will receive the full grant amount upon execution of the grant agreement. The Applicant will be required to submit quarterly reporting until the project is complete.

**24) If I am a small non-profit, will my entity be required to carry liability insurance?**

All ART II awardees will be required to demonstrate at least one million dollars of general liability coverage for the project.

**25) What if there are remaining applicants whose projects cannot be funded at the full dollar amount?**

If there are remaining applicants, who cannot be funded at the full dollar amount requested, NJEDA staff will notify them and specify the amount of project funds that are available. The applicant will have 15 business days from the date of being notified to accept the amount of funds available and must provide proof of an additional funding source to complete the proposed project budget. Proof can be in the form of a Letter of Intent, commitment letter, or bank statements. If the applicant decides not to accept the amount available or does not identify additional funding to complete the project, the application will be incomplete and deemed withdrawn by NJEDA.

**26) What is the Program's application fee?**

No application fee is required for this program.

**27) Can I apply multiple times?**

No, Entities are limited to one (1) application per EIN.

**28) How will applicants be scored?**

Each application will be reviewed by members of a scoring committee. Applicants can review the application's scoring components by downloading the "Scoring Criteria" document on the ART – Phase II webpage: [Activation, Revitalization, and Transformation \(A.R.T.\) Program - Phase II - NJEDA](#).

**29) Are a *State Document of Business Formation* and a *State Certificate of Formation* the same thing?**

Yes. State-issued or approved Business Formation documents like a “Certificate of Incorporation” or “Certificate of Non-Profit Incorporation”, “State-registered articles of incorporation”, or other State-issued Certificate of Formation for non-profits are all correct forms of documentation and are different names for documents that demonstrate the same thing. Applicants must provide a Certificate of Incorporation and Bylaws for their application to move forward to the Scoring Phase of the application process.

**30) Can the applicant rent additional space for the execution of the proposed project/program?**

Yes. The applicant can rent or lease additional space to execute the project/program, if the rental agreement or lease does not have an expiration date past December 31, 2026.

**31) Does Mural Painting trigger Prevailing Wage?**

Prevailing wage for murals is only triggered if murals are painted on surfaces that are publicly owned. If the surface intended for the mural is privately owned, Prevailing Wage will not be triggered. Prevailing Wage may be triggered for associated construction tasks (i.e.: scaffolding contracts, sand blasting, power washing, masonry repointing, etc.)

**32) If my organizations’ salaried employees do work that involves the type of construction-related activities that typically trigger Prevailing Wage, will Prevailing Wage be triggered?**

No. If there is no *award of contract* for the work to be performed to an entity outside of your organization, Prevailing Wage does not get triggered.

**33) If my organization works with volunteers to do work that involves the type of construction-related activities that typically trigger Prevailing Wage, will Prevailing Wage be triggered?**

No. Volunteers that do not earn payment (*wages or monetary gifts*) for their work, would not be subject to Prevailing Wage compliance.

**34) If my project triggers prevailing wage, do I have to provide my contractor’s information?**

ART II applicants will be required to provide public works contractor information after application if prevailing wage is required on the project. See link on public works contractors: [Financing and Incentives - NJEDA](#).

**35) Do these programs trigger prevailing wage?**

Yes, The A.R.T. – Phase II Program funding may trigger prevailing wage in selected projects based on use of grant funds for construction-related activities. Each project will be evaluated by EDA Labor Compliance for prevailing wage compliance.

**36) If Project involves construction does an applicant submit contractor estimates for the Project?**

Yes. An applicant should submit contractor estimates or final trade payment breakdown. The contractor of the project must be a NJ registered public works contractor.