

April 7, 2021

Dear Cindy Ornstein:

We are happy to inform you that the following application to the National Endowment for the Arts is recommended for Grants for Arts Projects funding in the amount of \$25,000.00. This tentative funding recommendation is **not** the official award notice, which is contingent upon final Arts Endowment review.

**Applicant:** City of Mesa, Arizona

For Mesa Art Center

**Application:** 1885491-62

**Period of Performance:** August 1, 2021 to March 31, 2022

**Recommended Amount:** \$25,000.00

**Project:** To support visual arts exhibitions at Mesa Art Center and related outreach activities.

The National Endowment for the Arts anticipates a mid-May grant announcement and will follow up directly in early May to provide you with more information about publicizing your award. Please do not make any public announcements, including social media mention, about this funding until you are contacted by the Arts Endowment's Office of Public Affairs.

**IMPORTANT: If your project has changed significantly since you submitted your application due to the COVID-19 pandemic, our staff will work with you to determine the appropriate course of action. To aid the arts community during the COVID-19 pandemic, Congress included language in the Consolidated Appropriations Act, 2021 (P.L. 116-260) that allows the Arts Endowment to change certain awards issued in Federal Fiscal Years 2019-21 from approved project-based support to general operating support. More instructions about submitting a general operating support waiver are below.**

All changes made to your project at this stage are subject to approval by Arts Endowment staff. If you have questions or require guidance, please contact your Arts Endowment program specialist.

Read this entire document carefully, as it includes important legal requirements and time-sensitive instructions for completing your application review.

**Upload all required documents BEFORE clicking "Accept" in eGMS | Reach (REACH).** If you click "Accept" prematurely, contact your Arts Endowment program specialist for assistance.

**You must respond to this funding offer and submit all required forms no later than Friday, April 30.** If you are unable to meet this deadline, contact your program specialist.

REACH User Names are provided below.

**Authorized Representative:** Cindy Ornstein

**User Name:** CORnstein

**Project Director:** Cindy Ornstein

**User Name:** CORnstein

**Primary Contact/Grants Administrator:** Hillary West

**User Name:** HillaryWest

**UPLOAD THE FOLLOWING REQUIRED FORMS:**

In order to proceed to final application review, your organization must complete the following forms and upload them to the Documents tab under MY OFFER in REACH. **Upload all required documents BEFORE clicking "Accept" in REACH. Documents must be uploaded no later than April 30, 2021.**

**Notice to Mac computer users:** You must complete the PDF forms using Adobe. You cannot use Preview or any other PDF software.

**(1) PROJECT BUDGET:**

You must submit an updated Project Budget reflecting the recommended funding amount of \$25,000.00.

**OPTION 1—PROJECT-BASED SUPPORT**

**Total project costs are required to be at least twice the recommended funding amount in order to meet the required 1:1 cost share/match and no more than 10 times the recommended funding amount.** Use this opportunity to adjust activities, participants, costs, and/or the timeline/period of performance based on the recommended funding and your organization's current fiscal situation. Right-sizing your project budget in response to the recommended funding amount will lessen the administrative burden of managing a federal award. Please note that you may continue to submit larger project budgets with your initial proposal in future applications to the Arts Endowment.

**OPTION 2—GENERAL OPERATING SUPPORT**

If you would like to request the **General Operating Support Waiver**, indicate this in the Project Description field of the Project Budget and do not describe any project activities. Allowable expenses are limited to salaries, wages, and fringe benefits for personnel; fees for artists and contractual personnel; facilities costs, such as rent and utilities; supply costs; equipment costs; marketing and promotion costs; general overhead/administrative costs; and indirect costs. There is a required 1:1 cost share/match, so total costs must be at least twice the recommended funding amount and no more than 10 times the recommended funding amount. For more information, visit the General Operating Support Waiver FAQs on the agency's website: <https://www.arts.gov/grants/manage-your-award/general-operating-support-waivers>.

Reminder: all costs in this budget are subject to federal regulations. You must maintain accurate documentation of all costs included in your budget during the Period of Performance, as source documentation of these costs may be required by the Arts Endowment for audit at any time.

**(2) ACCESSIBILITY COMPLIANCE:**

Complete and submit the Accessibility Questions form. Federal regulations require that all projects funded by the National Endowment for the Arts be physically and programmatically accessible to people with disabilities. If you select OPTION 1 above, discuss the facilities and/or activities related specifically to your recommended project. If you select OPTION 2 above, discuss the overall accessibility measures at your organization.

**(3) NHPA/NEPA COMPLIANCE (if applicable):**

The NHPA/NEPA Questionnaire form is required only if this Offer Letter contains a note regarding NHPA/NEPA Compliance in the section below your project description and you choose OPTION 1 above. If your letter does not include such notice, do not submit this form.

Please note that projects requiring review for compliance with the National Historic Preservation Act (NHPA) and/or National Environmental Policy Act (NEPA) may require extra processing time, which could delay issuance of your award notice and/or your ability to draw down funds on the award.

Your organization must have an active registration in SAM.gov and no Federal debt in order for the National Endowment for the Arts to issue an award. To check your organization's registration status, go to [www.sam.gov](http://www.sam.gov). If you need assistance, visit the Federal Service Desk at [www.fsd.gov](http://www.fsd.gov).

After you submit your project updates and required documents, the Arts Endowment's Office of Grants Management must conduct a final review to ensure compliance with Federal rules and regulations before issuing the formal award notice. **Note that access to your MY OFFER record will be turned off in**

**REACH while your documents are undergoing this review.** You will receive an email notification from REACH when the award is issued or if additional information is needed to complete the review. While we strive to issue award notices as quickly as possible, this final review generally takes between two to six months, depending on a variety of factors. While we are constantly monitoring our internal operations and will make all necessary adjustments to ensure we are processing applications as expeditiously as possible, we appreciate your patience.

We look forward to working with you to complete this final stage of the grant review process.

Finally, the Arts Endowment is moving quickly to develop guidelines and application materials for the **American Rescue Plan** (ARP) competitive funding process. Details are still being finalized, but visit the FAQs about ARP section of our website for important updates: <https://www.arts.gov/american-rescue-plan-and-arts-and-creative-industries-faqs>.

**CONTACT:**

If you have questions, contact Program Specialist at or .

Sincerely,

A handwritten signature in black ink that reads "Michael Orlove". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Michael Orlove  
Director of State, Regional, and Local Partnerships, and International Activities