

New Jersey Community Stage Relief Grant Program

August 11, 2021



Overview

The **New Jersey Community Stage Relief Grant Program** provides grants up to \$300,000 to for-profit venues, businesses, and sole proprietors that host, organize, promote, produce, or manage live events or performances by performing artists.



Applications for the New Jersey Community Stage Relief Grant Program will open at 9:00 a.m. on Tuesday, August 17th, 2021.
The application is first-come, first-served.

AVAILABLE FUNDING

- ▶ Awards equal to **30% of decline in operating revenue from 2019 to 2020**
- ▶ Maximum grant of **\$300,000**
- ▶ **33% of funding** set aside for businesses in Opportunity Zone-eligible census tracts

Eligibility

New Jersey-based **for-profit venues and businesses (including sole proprietors)** that host, organize, promote, produce, or manage live events or performances by performing artists.

Venues' **capacity cannot exceed 2,500.**

MUST MEET ONE OF THESE REQUIREMENTS

NAICS Code:

711410, 711310, 711320, 711110, 711130

OR

50% or more operating revenue from organization, hosting, promotion, production, or management of live performances

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ALL OF THESE REQUIREMENTS

- ▶ 25% or greater operating loss from Q2 2019 to Q2 2020
- ▶ Involvement in an average of at least 2 performances per week (at least 26 performances) over any consecutive 13-week period beginning January 1, 2019
- ▶ Admissions fees were collected at performances or tickets were sold for performances
- ▶ Artists who performed were paid for their involvement in performances

Eligible Funding Uses

Funds received through the New Jersey Community Stage Relief Grant Program can be used for working capital expenses.

Examples of working capital expenses include:



PAYROLL



RENT



MORTGAGE



INVENTORY



SUPPLIES

Application Process

- ▶ Applications for the New Jersey Community Stage Relief Grant Program will open at **9:00 a.m. on Tuesday, August 17th, 2021**
- ▶ Applications are **first-come, first-served**
- ▶ In the event that an application is missing information, applicants will be given **five (5) business days to correct** or preserve their application by providing missing documentation



A sample application is available here:

<https://www.njeda.com/nj-community-stage-relief-fund-sample-application-2/>

The NJEDA strongly encourages all applicants to review the sample application and prepare all required business information and documentation prior to the day the application opens.

Required Information

All applicants will need to provide the following information as part of the application:

- ✓ Contact information (phone number and email address) for an Authorized Representative
- ✓ Official business name and DBA/trade name (if different from official name)
- ✓ Business address and primary business location
- ✓ Business formation date and date operations began (may be different from business formation date)
- ✓ Federal Employer Identification Number (EIN)
- ✓ Business ownership structure (i.e. Sole Proprietor, C-Corporation, S-Corporation, etc.)
- ✓ 2019 and 2020 annual revenue
- ✓ 2019 and 2020 business operating revenue, including specific figures for Q2 2019 and Q2 2020
- ✓ NAICS code
- ✓ Estimated revenue loss as a result of business closure as of December 31, 2020
- ✓ Information about all prior federal, state, local, or non-profit COVID-19 relief that the venue, business, or sole proprietor has been approved for or received
- ✓ Intended uses for grant funding

Required Documentation

Businesses and venues will also need to provide the following documentation:

- ✓ Current New Jersey Tax Clearance Certificate
- ✓ 2019 and 2020 income statements
- ✓ 2019 and 2020 New Jersey business tax returns
- ✓ Documentation demonstrating involvement in an average of at least two live performances or events per week (a total of at least 26 events) in any consecutive 13-week period beginning January 1, 2019
- ✓ Documentation demonstrating the collection of admission fees for events
- ✓ Documentation showing mutual agreements between *four (4) different* artists or their representatives and the applying entity or host venue that clearly demonstrate the performing artist was paid
- ✓ **Venues only:** New Jersey Certificate of Occupancy



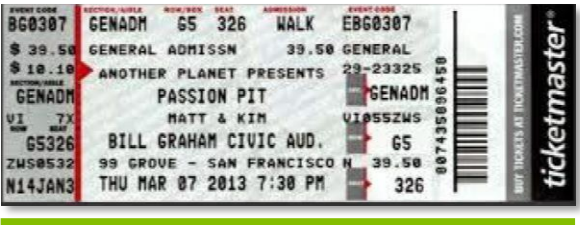
All documents should be saved in a digital format that will be easy to upload (PDF, PNG, or JPEG).

The NJEDA encourages all applicants to compile these documents before the application opens.

Sample Documents

Documentation demonstrating involvement in an average of at least two live performances or events per week (a total of at least 26 events) in any consecutive 13-week period beginning January 1, 2019 and the collection of admission fees for events

AMS ARTS MANAGEMENT SYSTEMS		Invoice	
To: BILL BAIRD BOUNDARY PLAYHOUSE 200 7 ST MIDWAY BC V0H 1N0		Date: March 23, 2011 Phone: (250) 449-0002 Account #83	
From: Little Coloured Blocks Theatre BOX 101 Midway BC V0H 1N0			
Date	Item	Description	Qty. Total
Order # 88	October 28, 2010		
OCT 28 2010	Donation	Individual Donations	1 \$0.00
		Order Total:	\$0.00
		Balance Due:	\$0.00
Order # 91	November 1, 2010		
NOV 1 2010	Donation	Benefits for Friends	1 \$82.50
		Order Total:	\$82.50
NOV 1 2010	Payment	Cash	1 \$82.50
		Balance Due:	\$0.00
Order # 106	December 29, 2010		
DEC 29 2010	Tickets	YOU SAY TOMATO on April 3 2011 at 6:00 PM - Regular	1/7/2 1 \$25.00
DEC 29 2010	Tickets	YOU SAY TOMATO on April 3 2011 at 6:00 PM - Regular	1/7/3 1 \$25.00
DEC 29 2010	Tickets	YOU SAY TOMATO on April 3 2011 at 6:00 PM - Regular	1/7/7 1 \$25.00
DEC 29 2010	Tickets	YOU SAY TOMATO on April 3 2011 at 6:00 PM - Regular	1/7/8 1 \$25.00
DEC 29 2010	Pass/G.C.	Gift Certificates	1 \$100.00
DEC 29 2010	Donation	Individual Donations	1 \$20.00
DEC 29 2010	Fees		\$5.00
		Order Total:	\$355.00
DEC 29 2010	Payment	Cheque - 456	1 \$355.00
		Balance Due:	\$0.00



TICKET STUBS & COPIES

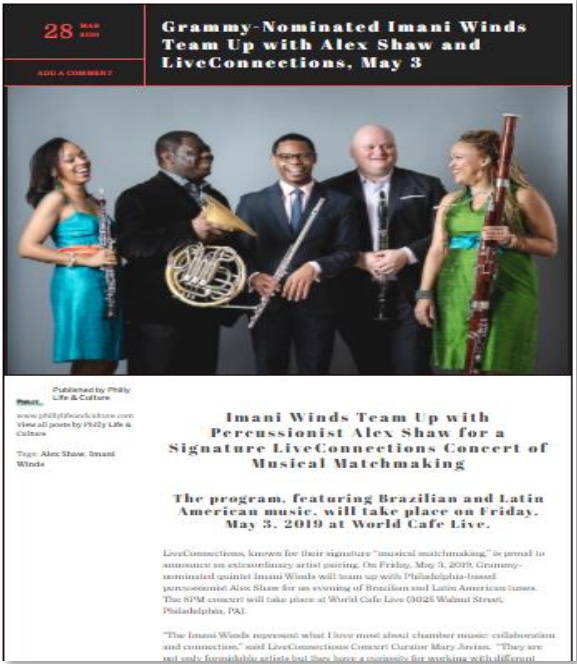
TICKET INVOICES

Need Help? Enter keywords.		Search
EVENTS	LISTINGS	ORDERS
SEARCH BY NAME	SELECT UPCOMING BY GENRE	SEARCH
Upcoming Events		All Events - Public
Name	Status	Date
Manage Annual Austin Poetry Slam	Public	Mon Dec 9, 2019 - Tue Dec 10, 2019 EST
Manage Hamlet	Public	Fri Feb 1, 2019 - Mon Feb 4, 2019 EST
Manage Othello	Public	Sat - Jan 4, 2020 - 2:00pm EST
Manage Romeo & Juliet	Public	Thu Dec 19, 2019 - Sun Dec 22, 2019 EST

SYSTEM SALES REPORTS



MARKETING MATERIALS



PRESS COVERAGE OF EVENTS

Sample Documents

Documentation showing mutual agreements between four (4) different artists or their representatives and the applying entity or host venue that clearly demonstrate the performing artist was paid

CONTRACT FOR MUSICAL SERVICES

This Musical Performance Contract (this "Contract") is made effective as of _____ (the "Effective Date") by and between _____ of _____ and _____ of _____.

DESCRIPTION OF SERVICES. Beginning on _____ will provide to _____ the following musical services (collectively, the "Services"):

PERFORMANCE OF SERVICES. (1) _____ shall arrive at least one hour before the starting time to set-up and conduct sound check. _____ shall perform music to suit the right mood of the event. _____ shall have an unlimited collection of songs. Music shall be performed without any significant breaks and throughout the agreed upon period of time. (2) _____ shall have high quality microphone and sound equipment. _____ shall ensure optimum sound blend and reproduction for the venue size. (3) _____ shall provide dressing room facilities for _____. (4) _____ shall also provide food and other refreshments for _____.

PAYMENT. _____ will pay compensation to _____ for the musical services in the amount of \$0.00. This compensation shall be payable in a lump sum upon completion of the Services minus the deposit amount.

DEPOSIT. At the time of signing the Contract, _____ shall pay a non-refundable deposit of \$0.00 to _____ for the Services. The deposit will be subtracted from the total payment owed by _____ upon completion of the Services.

CANCELLATION POLICY. All deposit fees are non-refundable. A minimum of 0 notice will be required for cancellation of this Contract. Any cancellation made with less than 0 notice prior to the agreed upon service date will result in full payment by _____. If the cancellation is initiated by _____, all monies paid to _____ from _____ shall be fully refunded, INCLUDING the deposit fee. Refund shall be paid out at month's end.

TERM. _____ and _____ agree that this Contract shall commence on the above date and terminate on _____. Said agreement may be extended and/or renewed by agreement of all parties in writing thereafter.

CONTRACTS

PERFORMANCE AGREEMENT

THIS AGREEMENT is made on this _____ day of _____, 20____, by and between _____ (Name of Band) (includes accompanying musicians as described below, hereinafter referred to as "Artist") and _____, the Purchaser, having its principal place of Business at _____ who is to conduct an annual event (hereinafter referred to as "Purchaser").

Purchaser desires to book performances for Artists and Artists are ready to provide performances at such bookings made by Purchaser on the terms and conditions of this Agreement.

NOW, THEREFORE, the parties agree as follows:

- Band:** The name of the Band is _____ and SS # or Fed. Tax ID # of Band is: _____.
- Location of Performance:** Performance shall be at: _____
(here specify the physical location of Concert).
- Date(s) and Time(s) of Performance:**
 - The Performance shall be on _____, 20____.
 - The time(s) of the Performance shall be _____.
 - Number of sets and duration of Performance be _____.
 - Time for load-in: _____.
 - Time for sound check: _____.
- Agreement to Perform:** Artist agrees to provide the Performance in accordance with the terms of this Agreement and any attached addenda or riders.
- Price of Performance:** Purchaser shall pay Artist _____.

AGREEMENT LETTERS OR FORMS

Text Message
Nov 14, 2019, 17:50

Hey, it's Ed. Next Saturday is monkeybuses last show at jocylens if you are able to make it.

Not sure of the time, but Evan thinks it's a night show

Today 09:19

Ok. We will play for \$500

DATED TEXT MESSAGES OR EMAILS

Applications Open August 17, 2021

- ▶ Applications for the New Jersey Community Stage Relief Grant Program will open at **9:00 a.m. on Tuesday, August 17th, 2021**
- ▶ Applications are **first-come, first-served**
- ▶ If you have questions or need assistance with the application process, call the **NJEDA Call Center at 844-965-1125**



A sample application is available here:

<https://www.njeda.com/nj-community-stage-relief-fund-sample-application-2/>

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Learn more about the program at
<https://business.nj.gov/covid/community-stage>



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