

**Subject:** New submission ALBANY Arts, Culture, and Tourism Application

**Date:** Tuesday, June 27, 2023 at 11:26:47 AM Eastern Daylight Time

**From:** jnytko@govsol.org

**To:** jnytko@govsol.org

<b>General Information</b>
<b>Date of application</b>
06/23/2023
<b>Name of Entity</b>
Albany Barn Inc
<b>Entity TIN, EIN or Social Security Number</b>
74-3186476
<b>Entity physical address</b>
56 Second St Albany, NY 12210 United States <a href="#">Map It</a>
<b>Is the physical address different from the mailing address?</b>
No
<b>Website (if available)</b>
<a href="https://albanybarn.org/">https://albanybarn.org/</a>
<b>Primary Contact Information</b>
<b>Primary contact name</b>
Casey Polomaine
<b>Primary contact title</b>
Executive Director
<b>Primary contact phone</b>
(518) 935-4858
<b>Primary contact email</b>
<a href="mailto:casey@albanybarn.org">casey@albanybarn.org</a>
<b>What is the primary contacts preferred method of contact?</b>
Email
<b>Entity Info and Structure</b>
<b>Which structure best describes the entity?</b>
Non-profit organization
<b>What is the date of establishment?</b>
2006

**If applicable, is the entity a W/MAM (Minority or Women-Owned Business Entity)?**

No

**Have you or the entity ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?**

Yes

**If "Yes" above, please specify the type(s) and amount(s).**

2 Small Business Paycheck Protection Program loans @ \$33,800 each

### **General Project Information**

**Describe the arts/cultural/tourism activities your organization provides in Albany County.**

Albany Barn Inc provides affordable live/work space for artists, and professional development services to help artists turn their craft into career. Through this important work, and as a result of our partnership with dozens of artists every year, we host/co-host hundreds of events annually that are low-cost to attend and are open to the public, including theatrical performances, fashion shows, music showcases, visual art exhibitions, and more. Additionally, Albany Barn is a producing partner of the Capital Walls mural program. Capital Walls is a public art endeavor by Albany Center Gallery and Albany Barn with foundational support from ParkAlbany/Albany Parking Authority. This project seeks to inspire our community with uplifting, educational, or thought-provoking works of public art, and has added 18 large scale murals to the city of Albany since 2016. In addition to the creation of the murals, we also produce programming that is open to the public and free or low cost to attend, including bike and walking tours of the murals. Our walking tours are also offered as school field trip opportunities, giving us the ability to reach hundreds of children in one day and share the benefits of pursuing art as an artistic career.

**If an award is made, describe how Albany County will benefit. Where possible, please quantify impact.**

Support from this fund will ensure that we are able to return to our pre-pandemic reach, increasing our annual visitor count from 2,270\* back to around 4,300\*\*. But our impact on Albany County is so much larger than that. We are at our best when the work we do with our artists creates a ripple effect. If we provide resources and support for our artists, they are able to focus on their goals and grow their business, and in turn bring their time and talents into the community through a variety of ways: teaching opportunities with schools and libraries, executing large scale public works of art in partnership with other businesses or entities, and even expanding into their own storefront in a vacant building within our neighborhood. At the end of this ripple, the positive impact is massive: local artists are making a living wage doing what they love, local businesses and organizations are expanding their offerings in unique and creative way, and members of our community have access to public art and arts-based educational and recreational opportunities, creating a beautiful place to live, work, and play.

\*based on 2021 internal event attendance records

\*\*based on 2019 internal event attendance records

**If an award is made, describe how the funds will help you to sustain your operations in Albany County.**

With our 2020 and 2021 revenue significantly down, we were unable to meet our rent on a regular basis and amassed a substantial back payment. In early 2022 we worked with our landlord and created a repayment schedule; these ARPA funds will provide vital assistance in repaying that rent, allowing us to stay in our building and to continue our positive contributions to the revitalization of the Arbor Hill neighborhood.

The ARPA award will also help sustain our staff costs, including the Site Director position at our Albany location. The Site Director is responsible for overseeing all operations in the space, including the 22 live/work apartments, 12 work-only studios, and the gatherings held in our main performance space (along with serving as the primary contact for all of the tenants that live and work in these spaces). The Site Director is the bridge between our artists and our community partners, facilitating programming and securing paid work opportunities for artists throughout the year. Their work is vital to our mission and allows us to maintain a strong creative presence in Albany County.

**Describe the extent to which the COVID-19 pandemic increased or decreased demand for your services. As an option, you may attach to this application any optional information that supports you're the service increase or decrease being described below.**

The COVID-19 pandemic significantly decreased demand for the majority of our services, especially the need for space rentals, as gatherings were restricted for most of 2020 and 2021. Even when the restrictions were lifted and we were able to gather safely in public, the fear of becoming sick still remained for most, which significantly slowed our ability to resume normal operations.

The pandemic also brought a decrease in flexible spending for a lot of individuals, causing people to make this-or-that decisions when spending their dollars and leading to a de-prioritization of supporting the arts.

**Please select the grant opportunity you wish to apply to**

## Project Information – Recovery Grant

### What amount of funding is being requested?

\$50,000.00

### Provide the total amount of lost revenue/additional expenses attributable to the COVID-19 Pandemic.

Albany Barn Inc receives rental income through the yearly leases of our private work-only studios, as well as the rental of our performance space to host events. A large portion of our revenue also comes from special events, such as the Albany Chef's Food & Wine Festival/Wine & Dine for the Arts, an Albany-wide initiative aimed at supporting local arts nonprofits through a 3-day festival. These revenue streams decreased dramatically due to the COVID-19 pandemic as large gatherings were prohibited across the country through 2020 and much of 2021. We saw a 42% decrease in rental revenue and a 54% decrease in special events revenue in 2020 (compared to 2019). This decrease resulted in a loss of nearly \$65,000 to our overall revenue in 2020 alone.

In addition to this lost revenue, the COVID-19 pandemic also negatively impacted the momentum of several Barn/Artist partnerships that, prior to 2020, were providing arts and wellness opportunities to residents of the Capital Region at little to no cost, including a free movie night for Arbor Hill residents, sliding scale yoga classes, and a youth theater program. These programs could not sustain themselves due to cost and the inability to gather safely, and unfortunately dissolved and were unable to resume once restrictions were lifted.

### Sustainable Operating Model: Describe how your organization adapted its operations to respond to (a) the immediate impacts of the COVID-19 Pandemic and (b) any long-term trends brought about by the COVID-19 Pandemic.

Within a month of shutting down in March of 2020, The Barn took a major role in the Creative Impact Partnership - a collective of individual artists, entrepreneurs, and arts organizations, determined to gather and disburse financial and informational resources to local creatives who had gigs, exhibitions, and programs canceled. As part of this effort, the Partnership raised more than \$10,000 which was distributed to more than 100 artists in the form of small cash grants. Additionally, we raised funds to create a TV streaming channel where creatives could host tutorials, demos, and performances and take direct payments from viewers for their creative content. We also immediately opened up our e-commerce platform to local creatives who had works of art and handmade goods to sell, but did not have their own established platform for doing so. We also pivoted the majority of our offerings to a virtual model; instead of canceling our annual fundraiser, we completely reshaped the event to a digital format to reach people in the comfort and safety of their own homes in order to keep our creative audience engaged and further our mission. We provided virtual Capital Walls mural tours on social media for children, and we partnered with the Albany Public Library in the creation of 12 all-virtual class series, where participants could pick up kits filled with supplies at their local library branch and follow along with an experienced instructor over Zoom to tackle 3-week projects such as weaving, cartooning, vision boarding, and collaging, among others.

Additionally, in response to food insecurity in our marginalized communities, Albany Barn partnered with Free Food Fridge Albany to host a community refrigerator to be filled with fresh food available at no cost to anyone who needs it.

We have also had to adapt and rethink our programming and marketing strategies on a long-term basis, as we found people's priorities changed once we were able to resume our regular lives and practices. How people choose to spend their time and money is very different post-COVID; there are now more events in the community than ever before, and with the cost of living drastically increasing across the board, individuals are often choosing to go out less, so the events they do attend really need to stand out and be worth spending their hard earned dollars on. To that end, we've been working to pilot many new programs and offerings, including figure drawing classes (a rarity in the Capital Region), monthly in-house painting classes, and visual art exhibitions hosted at Nine Pin Cider and other businesses within the community. While these new initiatives are teaching us a lot about what people value and how they choose to spend their free time, they also increase our expenses, forcing us to pursue new funding opportunities or make cuts elsewhere.

### Describe how requested funds will help the entity recover from the negative impacts of the COVID-19 pandemic.

Requested funds will allow The Barn to catch up on expenses accrued during the pandemic when revenue was significantly down, including rent and other space-related costs. Having this support on past expenses will truly allow us to look forward, not only allowing us to focus our current resources on strengthening our existing programs, but to revisit our dissolved programming and partnerships as well, with a goal of reviving them and the significant positive impact they had on our community. This work will fully allow us to maintain our presence in Albany County and continue to offer our services at little to no cost to those who need it most.

### Does the entity possess a financial management system that provides records that can identify the sources and application of ARPA funds if an award is made? Please explain below:

Yes

**If "Yes" above, please provide details about the type of financial system that is utilized by the entity**

We contract a professional bookkeeping service that helps track revenue/expenses and balance our budget every month

**Tax Information**

**Please upload Federal tax returns for 2019**

- [2019 Albany-Barn-Inc. ClientCopy Tax Return.-1-2.pdf](#)

**Please upload Federal tax returns for 2020**

- [2020 Albany-Barn-Inc. ClientCopy Tax Return.-1-1.pdf](#)

**Please upload Federal tax returns for 2021**

- [2021 Albany-Barn-Inc. ClientCopy Tax Return.-2.pdf](#)

**If available, please provide your Unique Entity Identifier (UEI) from SAM.gov**

NP8HJ6B86385

**Risk Assessment**

**Has the entity adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies?**

Yes

**If "Yes" above, please specify which policies have been adopted**

all

**Is the entity properly insured?**

Yes

**If "Yes" above, please specify which types of insurance(s) are held and the limit(s).**

property, fire, disability, unemployment, liability (can provide policy docs if needed)

**Does the entity have a financial management system?**

Yes

**If "Yes" above, please provide details about the financial management system.**

We have a complete and comprehensive internal control policy in place, which includes policies on check signing, cash handling, & due diligence on purchasing, bid solicitation, and more.  
Multiple staff members manage payroll and bank transfers for proper checks and balances. All revenue/expenses are overseen by a separate contracted bookkeeping company who prepares financial reports that are sent directly to the board of directors.  
I am happy to send our full internal control policies if needed.

**Has there been any change in the entity's key staffing positions in the last 2 years?**

Yes

**If "Yes" above, please specify which position(s)**

Executive Director: founding ED left in January 2021, new ED was hired internally and had served with the organization since 2015

**Has the entity previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?**

No

The County is careful about identifying and avoiding conflicts of interest, especially with grants awarded through the County. A conflict of interest arises when a person's self-interest and professional interest or public interest intersect. In this situation, there is the potential for biased professional judgment and lack of objectivity which creates a serious conflict when one of the interests can benefit financially or personally from actions or decisions made in the official capacity. A conflict of interest exists whether or not decisions are affected by a personal interest; there only needs to be the possibility of bias for a conflict. If your organization knows of a possible conflict of interest with your application for funds please disclose that information here. Otherwise write "None."

none

## Certifications

### US Treasury Reporting & Compliance Acknowledgment 1

- I Have Been Provided a Copy and Understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link or PDF included at the top of page)

### US Treasury Reporting & Compliance Acknowledgment 2

- Should the County Allocate ARPA Funds, I am Able to and Pledge to Adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

### US Treasury Reporting & Compliance Acknowledgment 3

- I Understand the County Will Contact me if/when Additional Information is Needed and that Information will be Promptly Provided to the County to Support Reporting Requirements

### US Treasury Reporting & Compliance Acknowledgment 4

- If for Any Reason I am Unable to Comply with the U.S. Treasury's Compliance and Reporting Requirements I will Immediately Notify the County in writing by email or letter

### US Treasury Reporting & Compliance Acknowledgment 5

- All Information Submitted in this Application is True & Accurate

### Electronic Signature Agreement

- I Agree

### Type name

Casey Polomaine