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**REVISED Certification of Assurances and Grant Conditions
 2025-2026 General Operating Support for Medium & Large Organizations (GOS)**

**This Certification of Assurances outlines the terms, conditions, and compliance requirements for recipients of FY26 General Operating Support (GOS) grants for Medium and Large Organizations from the Virginia Commission for the Arts (VCA). By signing, grantees affirm that their organization:**

* is a Virginia organization whose primary purpose is the arts (units of government, organizations using a fiscal agent, and educational institutions and their private companion foundations are not eligible for GOS grants)
* is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code
* maintains a current and active UEI registration in SAM.gov.
* is incorporated in Virginia for at least one year prior to application
* has its headquarters and home season in Virginia
* presents at least three (3) different programs or services for the public each year
* had a previous year’s unrestricted operating income of at least $150,000
* presents activities in venues compliant with the Americans with Disabilities Act (ADA), including wheelchair accessible restrooms and entryways
* is governed by a board of directors that meets regularly
* will remain in operation for the duration of the grant cycle to receive and apply the funds
* is not under current debarment or suspension from federal funding
* has no past due Final Reports to the Commission at the time of application
* will use no part of any Commission grant for any activity intended or designed to influence a member of Congress or the General Assembly to favor or oppose any legislation

**Eligible Activities**

Funding for GOS grants may be used to support most aspects of an arts organization’s annual operating expenses (not including capital expenses), such as:

* artist fees
* administrative costs
* contractual services
* accessibility services
* facilities operations (utilities, rent, routine maintenance, etc.)
* marketing or publicity of events/activities
* personnel (salaries, benefits, etc.)
* professional development (workshops, seminars, conferences, excluding credit-earning post-secondary coursework)
* supplies and materials
* technical costs
* travel (domestic only) and other operational expenses necessary to deliver arts programs and services

**Grants are limited to** 10% or less of previous year’s income for General Operating Support for Medium and Large Organizations (GOS). The minimum grant is $3,500. Funding can total no more than 30% of any established organization's income from the previous year.

**Each Commission grantee must:**

* read and review the 2025-2026 Guidelines for Funding before applying;
* notify the VCA of any changes in its tax-exempt status with the Internal Revenue Service under Section 501(c)(3). It must also file the IRS Form 990 or 990-N annually;
* notify the VCA of any substantial changes in its budget, programming, and key personnel. Failure to do so will affect current and future funding;
* maintain and provide complete and accurate accounting records, including source documentation, of all activities and expenditures connected with the grant for a period of four (4) years;
* maintain effective control over and accountability for all funds, property, and other assets ensuring that assets are used solely for authorized purposes as described in the application form and attachments;
* provide the VCA or its authorized representatives, with access to the grant-related financial records if required.

**Each Commission grantee will comply with these statutes and regulations:**

The requirements below apply to all programs and activities, regardless of funding source, and must be reflected in program design, public engagement, and operations. Grantees must not discriminate based on race, color, national origin, sex, age, or disability, and must ensure accessibility for individuals with disabilities. Grantees must comply with all applicable federal and state laws in their use of approved grant dollars. Failure to comply may result in termination of grant funding. Key applicable laws include:

* **Title VI of the Civil Rights Act of 1964** – prohibits discrimination based on race, color, or national origin; includes protections for individuals with limited English proficiency.
* **Title IX of the Education Amendments of 1972** – prohibits sex-based discrimination.
* **Age Discrimination Act of 1975** – prohibits age-based discrimination.
* **Americans with Disabilities Act (ADA)** – prohibits disability-based discrimination in employment, public services, and public accommodations.
* **Section 504 of the Rehabilitation Act of 1973** – requires equal access and reasonable accommodations for individuals with disabilities.
* **Chapter 39 of the Code of Virginia, the Virginia Human Rights Act** – safeguards individuals within the Commonwealth from unlawful discrimination in places of public accommodation.

**New: Americans with Disabilities (ADA) Recommendations**

It is recommended that all GOS grantees designate a staff or board member to serve as the organization’s Section 504 Coordinator. It is also recommended that all organizations work towards completing a Section 504 Self-Evaluation Workbook. Organizations will be asked to respond to these two accessibility items in Part I of the FY26 GOS Final Report (June 1, 2026).

In the effort to support accessibility, the VCA encourages all organizations to evaluate its programs, activities, and facilities utilizing the *Section* *504 Self Evaluation Workbook* available on the www.arts.gov website, as well as the [VCA’s Accessibility Resource page](https://vca.virginia.gov/resources/accessibility/). If your organization were to receive federal funding, completion of the 504 Workbook and identification of a designated Accessibility/Section 504 Coordinator, would be mandated.

***Design for Accessibility: A Cultural Administrator's Handbook***provides guidance on making access an integral part of an organization's staffing, mission, budget, and programs. You may download this handbook and other resources from the NEA website at [www.arts.gov](file:///C%3A%5CUsers%5Crnf09198%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5C98OHCXY3%5Cwww.arts.gov).

**Final Reporting Requirements**

GOS grantees must submit Final Reports to the Commission by 5:00 p.m. on the following dates:

Final Report Form PART 1 (narrative) deadline: June 1, 2026
Final Report Form PART 2 (financials) deadline: October 1, 2026

Final reports can be found on the applicant’s online Dashboard in Foundant.

**Final Reporting Violations and Consequences**

Failure to submit a complete Final Report may jeopardize an organization’s eligibility for future grant funding and could result in a requirement to repay awarded funds. Late submission is a violation of the VCA grant agreement and will be considered in future grant evaluations. Based on an organization’s reporting history, future awards may be denied or issued on a reimbursement-only basis.

In exceptional cases, an extension may be requested in writing prior to the report due date. Reports more than five weeks overdue (either incomplete or not received) may be referred to the Office of the Attorney General for collection to seek reimbursement of allocated funds. If this occurs, the organization will be ineligible for any VCA funding for one fiscal year and must cover any associated collection costs**.**

**Funding Acknowledgement**

All print and digital materials associated with the funded activity must include acknowledgment that the activity is partially supported by a grant from the Virginia Commission for the Arts (VCA). This credit informs the public of the role their tax dollars play in supporting the arts and serves as both a public endorsement and a potential catalyst for additional support.

The Virginia Commission for the Arts official logos and funding credit language are available for download from the Commission [website under “Grants”.](https://vca.virginia.gov/vca-logo-and-funding-credit/)  Acknowledgment must appear in programs, newsletters (print and online), educational materials, brochures, posters, news releases, websites, catalogs, videos, and, when appropriate, in curtain speeches or at special events.

**NOTE:** As VCA funding cannot be used for fundraising activities, VCA credit and logo should not appear in materials related to fundraising.

**This form must be signed by an individual duly authorized** by the governing body of the organization to act on its behalf and submitted with every grant application made to the Commission (such as the Executive Director, Artistic Director, Board President/Chair/Treasurer). The signature of the individual indicates the organization’s compliance with the grant conditions listed above. A duly authorized individual must also sign the final report form.

**The undersigned certifies to the best of his/her knowledge that:**

* the information in this application and its attachments is true and correct;
* the filing of this application has been duly authorized by the governing body of the applicant organization;
* the applicant organization agrees to comply with all grant conditions cited above;
* the applicant organization is fully operational and anticipates remaining in business for the duration of the award period; and
* the organization is not currently under suspension or debarment by the federal government. If you are uncertain of your status, visit SAM.gov.

**The undersigned further certifies that he or she has the legal authority to obligate the applicant organization legally and financially.**

Applicant Organization Name:

Typed Name of Authorizing Official:       Title:

**Original** Signature of Authorizing Official: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

Email of the Authorizing Official:

**NOTE:** **Only documents with original signatures will be accepted.**