

# COVID-19 Impact Survey Fall 2021

This is the third survey in a series of data collection efforts examining the impact of COVID-19 on arts and culture organizations in the Greater Philadelphia region. To view the published findings of the first two surveys, please visit <https://philaculture.org/covid-19-impact>.

This survey is intended for data collection purposes only and will not affect any future funding or services received from the Cultural Alliance or our partners. Information gathered will be shared out in aggregate form unless we have explicit permission from the organization.

If you're unsure as to whether or not your organization has filled out the survey already, please email [kristenv@philaculture.org](mailto:kristenv@philaculture.org).

Please answer to the best of your ability - estimations are absolutely acceptable.

## Part I: Organization Information (10 Questions)

- Organization Name
- Primary Contact Name
- Primary Contact Email Address
- Primary Contact Phone Number
- Organization Address
  
- In which county is your organization located or headquartered?
  - Bucks
  - Chester
  - Delaware
  - Montgomery
  - Philadelphia
  - Other (please specify)
  
- What is your organization's primary artistic or cultural discipline?
  - Arts School/ College/ University
  - Community Arts Center
  - Dance
  - Education and Instruction
  - Folk and Traditional Arts
  - History
  - Library/Archive
  - Literary Arts
  - Media Arts (Film, Radio, Video)
  - Museum

- Music
  - Park/ Garden/ Arboretum
  - Presenter/Performance Space
  - Science & Technology
  - Service or Member Organization
  - Theater
  - Visual Arts
  - Other (please specify)
- Which of the following categories best describes your organization's legal status?
    - Nonprofit
    - Fiscally-sponsored organization
    - Government agency/department
    - For-profit
    - Unincorporated/collective with no formal legal status
    - Other (please specify)

*The pandemic is disproportionately affecting systematically-marginalized populations. These questions will help us learn more about this disparity and advocate for these organizations.*

- Is your organization led by, created for AND primarily serving members of one or more BIPOC (Black, Indigenous, People of Color) communities?
  - Yes
  - No
  - Other (please specify)
- Does your organization PRIMARILY (*at least 51% of your audiences fit this definition*) serve one or more systematically marginalized communities (e.g., BIPOC, LGBTQ+, people with disabilities, low income, immigrant, aging, returning citizens)? (Select one)
  - Yes: BIPOC communities
  - Yes: LGBTQ+ Communities
  - Yes: People with disabilities
  - Yes: Low income
  - Yes: Immigrant communities
  - Yes: Aging communities
  - Yes: Returning Citizens (formerly incarcerated individuals)
  - No
  - Unsure
  - Yes: Other (please specify):

### **Part III: Financial (10 questions)**

*For financial questions, please estimate to the nearest whole number, entered without any commas or dollar signs.*

- What is your fiscal year end?
- FY19 Budget:
  - FY19 **Earned** Revenue:
  - FY19 **Contributed** Revenue:
  - FY19 Expenses:
- FY20 Budget (Estimated or Actual depending on FY end):
  - FY20 **Earned** Revenue:
  - FY20 **Contributed** Revenue:
  - FY20 Expenses:
- FY21 Budget (Estimated or Actual depending on FY end)
  - FY21 **Earned** Revenue:
  - FY21 **Contributed** Revenue:
  - FY21 **Expenses**:
- FY22 Budget (Optional):
  - FY22 Estimated Income (Income Budget for FY22)
  - FY22 Estimated Expenses (Expenses Budget for FY22)
- How much cash does your organization have available, including unrestricted reserves, that is immediately accessible?
  - Less than 1 month worth of expenses
  - Between 1 and 3 months worth of expenses
  - Between 4 and 6 months worth of expenses
  - More than 6 months worth of expenses
  - Unsure
- Do you anticipate a deficit at the end of your current fiscal year?
  - No
  - Yes, a 1-10% deficit
  - Yes, a 11-25% deficit
  - Yes, over 25% deficit
  - Unsure
  - Other (please specify):
- When do you anticipate your most urgent need for financial assistance?
  - Time period for urgent need has passed
  - Immediately (Now - September 30)
  - October 2021 - December 2021
  - January 2022 - March 2022
  - March 2022 - June 2022

- July 2022 or later
  - Unsure
- If your organization does not receive any additional funding, how long will you be able to continue to survive on current contributed and earned income streams?
  - 0-3 months
  - 3-6 months
  - 6-9 months
  - 9-12 months
  - 12+ months
  - Unsure
- Which of the following are currently major financial concerns for your organization (select all that apply):
  - Business closure
  - Reduced earned revenue
  - Reduced individual giving contributions
  - Reduced foundation contributions
  - Reduced federal government contributions
  - Reduced state government contributions
  - Reduced local government contributions
  - Limited savings and/or cash reserves
  - Canceled contracts
  - Possibility of COVID-19 operating restrictions
  - Increase of COVID-19 cases/spread leading to decreased attendance
  - Inability to make payroll
  - Inability to pay vendors
  - Increased costs due to purchase of PPE and COVID-19 safety precautions
  - Postponed payments that are coming due (e.g. deferred rent payments)
  - PPP Loans not forgiven
  - Late payments or collection losses from customers/clients
  - None of the above
  - Other (please specify):
- What forms of emergency/relief funding has your organization received since March 2020?
  - PPP Loans
  - EIDL Loans
  - Employee Retention Credit
  - CARES (Coronavirus Aid, Relief, and Economic Security Act) funding from Federal Government
  - CARES (Coronavirus Aid, Relief, and Economic Security Act) funding from the State Government

- American Rescue Plan Funding from Federal Government
- American Rescue Plan Funding from State Government
- COVID-19 Arts Aid PHL (April - July 2020)
- Illuminate the Arts Grants (OACCE/City of Philadelphia funding in July 2021)
- Shuttered Venue Operators Grants
- Other emergency/relief funding from foundations
- Other (Please Specify):

#### **PART IV: STAFFING (7 Questions)**

- **Does your organization have at least one paid employee or staff?** This can include full-time or part-time positions, salaried/hourly/contract positions, etc.
  - Yes
  - Pre-pandemic had staff, do not currently have staff
  - No
- Have you needed to furlough, lay off or reduce work with any of your staff or contractors since March 2020?
  - Yes
  - No
  - Unsure
- If yes, in what departments did you reduce staff? (Check all that apply)
  - Advocacy/Policy
  - Community Engagement
  - Development/Fundraising
  - Programs
  - Education
  - Administrative
  - Artistic
  - Customer Service
  - Marketing & Public Relations
  - Operations & Finance
  - Production & Design
  - Senior Management
  - Volunteer & Intern
  - Other:
- Have you re-hired for any positions that were laid off or furloughed?
  - Yes
  - No
  - Unsure
- If yes, have you struggled to find candidates to fill those positions?

- Yes
- No
- Unsure
- How many staff and/or volunteers did you have in February 2020 (***before the pandemic***):
  - Full-time:
  - Part-time:
  - Seasonal:
  - Contract:
  - Volunteers:
- How many staff and/or volunteers did you have as of September 1, 2021:
  - Full-time:
  - Part-time:
  - Seasonal:
  - Contract:
  - Volunteers:

#### **Part V: Operations (13 Questions)**

- What changes has your organization made due to the current climate? Please indicate whether they've happened in the past, future, or both.
  - Reduced marketing budget to lower costs
  - Reduced fundraising budget to lower costs
  - Reduced programs to lower costs
- Which of the following describes your organization's current operating status?
  - Operating at an increased capacity (more programs, staff, etc. than pre-pandemic)
  - Operating at normal capacity (same programs, staff, etc. as pre-pandemic)
  - Operating at modified capacity (differently than pre-pandemic, changes in services or operations, staffing)
  - Operating at reduced capacity (less staff, programming, etc.)
  - Merged with another organization as a result of the pandemic
  - Hibernating (suspended operations and programming during pandemic)
  - Permanently Closed/Defunct
  - Other:
- If your organization's operating status has changed, when did this change in operating status occur? (Month/Year)
- Are your staff and/or volunteers operating in-person or remote?
  - Fully in-person
  - Fully remote

- Blended/Hybrid working environment with mandated or "strongly encouraged/suggested" time in the office
  - Blended/Hybrid working environment reflecting individual employee comfort/preference
  - Other:
  
- Prior to the pandemic, did your organization offer in-person events?
  - Yes
  - No
  
- Have you hosted any in-person events since the onset of the pandemic?
  - Yes
  - No
  
- Are you planning on hosting in-person events in the next three months (September - December)?
  - Yes
  - No
  - Unsure
  
- Are you currently requiring staff and/or volunteers to be vaccinated (*with exceptions for health/religious/under-age reasons*)?
  - Yes
  - No
  - Other:
  
- Are you currently requiring your audiences and/or visitors to be vaccinated (*with exceptions for health/religious/under-age reasons*)?
  - Yes
  - No
  - Not currently hosting audiences or visitors
  - Other:
  
- Are you requiring your staff and/or volunteers to be regularly tested for COVID-19?
  - Yes
  - Yes for unvaccinated staff/volunteers
  - No
  - Other:
  
- Are you currently requiring your audiences and/or visitors to have proof of a negative COVID-19 test before visiting your venue/attending a show?
  - Yes
  - Yes for unvaccinated attendees

- No
  - Not currently hosting audiences or visitors
  - Other:
- What else would you like to tell the Cultural Alliance about your current and/or future work/organization status? (Optional)
- What would you like government officials to know about your current and/or future work/organization status? (Optional)
- Do you give permission to attribute your responses to this survey to your organization?  
*We'll reach out to your organization before sharing any of your individual responses.*
  - Yes, share anything
  - Yes, share non-financial information only
  - No, please do not share any of my information
  - Other: