



## Eligibility Checklist

Are you a visual or performing artist practicing within Oklahoma City? Use these guidelines to determine your eligibility to participate in the AEP program. Applicants should meet ALL of the following criteria:

Eligibility Criteria	Eligible	Not Eligible
I have been a practicing artist established at a physical location within <b>Oklahoma City limits</b> prior to March 3, 2021*		
AND I maintain a for-profit business, registered with the Oklahoma Secretary of State **		If you are not currently registered as a for-profit business, you may still do so prior to July 1, 2024 to be eligible. Check out the FAQ's for how to receive assistance.
AND I meet at least ONE of the following (A, B, or C): A) Minority-owned business B) Operating in a <b>Qualified Census Tract (QCT)</b> *** C) Demonstration of negative impact due to the COVID-19 public health emergency, as defined and determined by the City of Oklahoma and the ARPA Program, since March 2021. ****		

\*The business must be operating within Oklahoma City limits. To determine that, applicants must be able to demonstrate where normal business operations occur. P.O. Boxes or mail service locations cannot be used to determine the physical location of a business. Businesses operating out of a co-working space as a place of business must have that business listed on their W9 as their official place of business and a lease or contract with said co-working space that began on or before March 3, 2021

\*\*Applicants must demonstrate records of business operations. (Examples include contracts, articles of incorporation, tax returns, business licenses, business insurance, partnerships, evidence of completed work/projects, and income statements)

\*\*\* The Primary place of business will be utilized to determine if the business is operating within a Qualified Census Tract (QCT). Businesses must be located within the QCT by March 3, 2021, in order to qualify for the programs under QCT eligibility.

\*\*\*\* OVAC will work with The Alliance and The City of Oklahoma City to finalize an applicant's financial circumstance to meet program eligibility. Evidence can include cancellation of contracts, jobs, lay-offs, or other negative consequences related to your creative business.