Florida Humanities "American Rescue Plan" (ARP) Grant Guidelines

(last update 07/07/21)

Application Deadline	September 1, 2021 at 12pm EST
	All applications will be competitively reviewed in one funding cycle.
Informational Webinar	July 30, 2021 at 9am EST
Funding Notification	Week of October 18, 2021
Funding Available	Up to $2 million
Award Amounts	Up to $25,000
Cost Share	None required
Funding Period	November 1, 2021 – July 31, 2022

With the passage of the American Rescue Plan (ARP) by Congress on March 15, 2021, the National Endowment for the Humanities (NEH) received $135 million in federal funding to assist humanities organizations across the country affected by the coronavirus pandemic. The state humanities councils, including Florida Humanities, have each received a portion of the NEH award to provide immediate funding in their respective states to museums, archives, historic sites, and other nonprofits that continue to experience financial hardship as a direct result of COVID-19.

Florida Humanities' "American Rescue Plan" (ARP) grants will direct funds to eligible organizations for **short term general operating support**. Grant funding is intended to support immediate organizational needs in order to maintain delivery of public humanities programming and resources in communities statewide.

Award Amounts and Funding Period

Eligible organizations with annual operating budgets of up to $2 million may request up to $25,000 in general operating support. ***Requests may not exceed 10% of an organization's 2019 pre-pandemic total operating budget.*** No cost share is required.

Florida Humanities will utilize GuideStar to review each applicant's Nonprofit Profile including verification of their nonprofit status, current standing with the IRS, and annual operating budget size (2019, pre-pandemic). If an organization's GuideStar report is not available or incomplete, applicants may be asked to provide additional documentation of their non-profit status and/or operating budget size.

Florida Humanities reserves the right to award full or partial funding based on the total amount of funds available and the **Funding Priorities** noted within the ARP Grant Guidelines. Approved funding will be dispersed in one complete payment at the beginning of the grant period. ***Please only apply for what your organization can justify in the budget narrative as funding is limited.***

Approved applicants will receive a 9-month contract (November 1, 2021 – July 31, 2022) to expend their grant funding. However, eligible pre-award costs dating back to March 15, 2021 may also be included in your request. A required final report must be submitted by the contract end date or within 30 days of expending all awarded funds, whichever occurs first.

Applicant Eligibility

Florida Humanities' American Rescue Plan grants are intended to reach a broad network of small to large-sized organizations located in both urban and rural communities and which serve diverse constituents statewide. Applications will only be accepted from organizations such as museums, archives, historical societies, and cultural centers whose **primary mission is humanities-focused** or can demonstrate a substantial track record of **regularly occurring public humanities work**. While organizations that received a 2020 Florida Humanities CARES grant for emergency operating support are also eligible to apply, they are not guaranteed renewed funding.

State and local government agencies as well as federally recognized Native American tribal governments that meet this humanities-focused criteria are eligible to apply. Universities, colleges, and academic departments are ineligible to apply ***with the exception of*** public-facing humanities centers, museums, libraries, archives, and university presses associated with a college or university. Such organizations are eligible to apply and will be asked to provide the annual budget for their own operations.

Per federal guidelines, all applicants must:
- be organized as a non-profit as reported to the IRS with an existing EIN
- be registered as a non-profit operating in the state of Florida
- have a current DUNS number at the time of application (Note: Registration in the federal System for Award Management, sam.gov, is not required although highly encouraged.)
- certify that the organization has not been suspended or debarred or is delinquent on federal debt

All organizations must also be able to **demonstrate continued financial hardship** due to the direct effects of the pandemic. Financial impacts may include: lost or potentially lost revenue due to cancelled programs and/or fundraising events; lost or potentially lost revenue from admission fees, programmatic fees or other earned income opportunities; lost or potentially lost space due to an inability to pay rent, mortgage or utility payments; furlough or loss of full-time or part-time staff or contracted services based on projected revenue reductions and/or inability to make payroll; inability to deliver programming resulting in reduced visibility and/or viability of the organization; or other.

Ineligible applicants include:
- Organizations whose primary mission and/or activities fall outside of the public humanities
- Individuals
- For-profit organizations
- Foreign entities
- Applications from a fiscal agent or fiscal sponsor
- Organizations with operating budgets of more than $2 million
- Political or advocacy organizations
- Public, private or parochial schools
- Public libraries and arts organizations. The American Rescue Plan included federal funding for numerous agencies across Florida including the Florida Department of State, Division of Cultural Affairs and the Florida Division of Library and Information Services. To ensure that funding is distributed equitably, public libraries and organizations whose missions are more closely aligned with the fine and/or performing arts are ineligible for Florida Humanities ARP grants and should apply directly to the respective agencies for support.

Funding Priorities

Florida Humanities will prioritize full funding for eligible organizations that also meet one or more of the following criteria:
- organizations with budgets of less than $500,000
- organizations located in a designated Rural Area of Opportunity (RAO)
- organizations that prioritize programming for minority or underserved audiences. Underserved audiences may be defined as those whose access to the humanities is limited by geography, ethnicity, economics, or disability.

What are the Humanities and Public Humanities Programming?

Florida Humanities is dedicated to fostering community enrichment and a better understanding of ourselves, our neighbors, and our state through public programs grounded in the various disciplines of the humanities. These disciplines provide a launching point for the study our diverse heritage, traditions, and history, as well as our shared values and experiences.

The National Endowment for the Humanities includes the following disciplines in its definition of the humanities: language, both modern and classical; linguistics; literature; history; jurisprudence (law).; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of the social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment.

Public humanities programs can come in all shapes, sizes and formats. Examples include, but are not limited to: interpretive exhibitions, dialogue and discussion series, outdoor heritage signage, public walking tours, panel discussions, film and video projects, podcasts, oral histories, and other creative formats (in-person and virtual) designed for sharing research and engaging the public in community conversations.

For examples of public humanities programs and resources previously funded by Florida Humanities, go to: https://floridahumanities.org/grantee-resources/recent-awards/

Allowable Costs

- Salaries and benefits for the retention or hiring of key internal staff (full-time or part-time)
- External/consultant positions responsible for the development and/or delivery of publicly-accessible, humanities-based programs or projects for the applicant organization, or who provide essential services necessary to an organization's general operations
- Rent or mortgage payments
- Utilities
- Insurance
- Technology needs to support essential general operations and/or the development and delivery of virtual humanities programming. Examples of eligible technology costs include training, subscription services, hardware and software.
  Any approved equipment costs may not exceed 20% of the total grant funds requested.
- Other general operating expenses

Unallowable Costs

- unallowable expenses as defined in 2 CFR 200 Subpart E – Cost Principles
- indirect costs
- direct costs for public programming *
- competitive grantmaking
- cancellation costs
- costs incurred prior to March 15, 2021
- eligible technology equipment costs in excess of 20% of the total amount requested
- travel
- construction, purchase of real property, major alteration and renovation
- collections acquisition
- the preservation or organization of materials that are not regularly accessible for research, education or public programming
- promotion of a particular program of social or political action
- support of specific public policies or legislation
- lobbying

* NOTE: Direct **programmatic expenses** are not eligible for support under this funding opportunity. Applicants interested in pursuing programmatic grants should apply for funding under our Community Project Grant program. Current funding guidelines and upcoming deadlines can be found at floridahumanities.org/grants. Organizations are eligible to apply for and receive both a Florida Humanities ARP grant as well as a Community Project grant.

How to Apply

- Review the Florida Humanities ARP guidelines and reach out to Florida Humanities staff with questions
- Attend the informational webinar on July 30 at 9am EST. Register here.
- Verify that your organization has an active DUNS number and is a registered non-profit organization in Florida. To register for a DUNS number or to check your DUNS status, go to: www.dnb.com/duns-number.html
- Log in to Florida Humanities' grants portal – www.floridahumanities.org/apply
  - Has your organization previously received a Florida Humanities grant? Log in with your existing account.
  - New to Florida Humanities' grants portal? PDF instructions for creating a new account are available on the grants portal login page.
- Complete the Application Narrative and Funding Request by the stated deadline.

Application Narrative

All applicants are required to complete each of the following narrative questions:

1. **Humanities Mission and Humanities Programming** - Describe the mission and core work of your organization, providing examples of your regularly occurring public humanities programs and how you annually support or advance the humanities for the benefit of the cultural sector and the general public.
2. **Audience and Public Outreach** – Describe the audiences your organization serves including but not limited to geographic area and demographics. Describe how your annual programming engages diverse audiences or impacts an underserved community. Underserved audiences can be defined as those whose access to the humanities is limited by geography, ethnicity, economics or disability. Describe how your audience has changed or been adversely impacted by the pandemic.
3. **Financial Hardship** - Describe the financial impacts the coronavirus pandemic *continues to have* on your organization and its annual operations. How will the funding requested alleviate those impacts? Financial impacts may include: lost or potentially lost revenue due to cancelled programs and/or fundraising events; lost or potentially lost revenue from admission fees, programmatic fees or other earned income opportunities; lost or potentially lost space due to an inability to pay rent, mortgage or utility payments; furlough or loss of full-time or part-time staff or contracted services based on projected revenue reductions and/or inability to make payroll; inability to deliver programming resulting in reduced visibility and/or viability of the organization; or other.
4. **Community Impact** – Provide a brief anecdote about the continued impacts of the pandemic on your community and your organization. Florida Humanities is actively using this information to communicate with policymakers and other donors about the importance of organizations like yours and the role our organization has served in providing crucial support for your needs.

Jobs and Personnel

The National Endowment for the Humanities has asked us to collect information regarding the total number of humanities/cultural sector jobs in your organization that have been impacted as result of the coronavirus crisis and will be maintained, reinstated, or newly created as a direct result of this funding request. Please provide the total number of both **internal/staff positions** as well as **external/consultant positions** that will be supported by this request.

Funding Request

- 2019 pre-pandemic annual operating budget
- 2021 current year operating budget
- Total amount requested. May not exceed 10% of organization's 2019 pre-pandemic annual operating budget.

- Amount requested detail
  List the total amount of funds requested for each of the following general operating expenses. A detailed explanation of how you arrived at each figure is required. Each line item detail must demonstrate that all costs are justified and reasonable and will be expended during the contract period (November 1, 2021- July 31, 2022). Eligible pre-award costs dating back to March 15, 2021 may also be included in your request.
    - Internal/staff positions
    - External/consultant positions
    - Rent/mortgage
    - Utilities
    - Insurance
    - Technology
    - Other
- **Other Sources of Funding** - What other sources of local, state or federal emergency funding has your organization already received, anticipated to receive, and/or are in the process of applying for? This should also include both public and private funds applied for and/or received since the onset of the pandemic in **March 2020**. List the funder name, amount received or applied for, and the purpose/timing of support.

IMPORTANT: By signing and submitting an application to Florida Humanities, organizations certify that any ARP funding received from Florida Humanities will not overlap with any other pending or approved application(s) for federal funding and/or approved federal awards, assistance received from the Small Business Association's Payroll Protection Program (PPP), and/or ARP funds received from other sources. Florida Humanities ARP funding must not also overlap with any other public or private funds secured for the same operational expenses.

Review Process

All applications will be competitively reviewed by a qualified team of panelists comprised of Florida Humanities staff and board members as well as expert public humanities scholars. Each application will be reviewed on the eligibility requirements outlined in the Grant Guidelines and the following two criteria:
1. strength of the organization's humanities mission and annual public humanities programming
2. demonstrated continued financial hardship as a direct result of the COVID-19 pandemic

Please note that due to the expedited nature of the application and review process and the volume of applications expected, Florida Humanities **will not provide feedback on draft applications, nor will Florida Humanities provide evaluation panelists' comments** for funded or denied applications.

Need Help?

Florida Humanities staff are happy to provide guidance via phone or email on completing an application, determining eligibility, addressing budgetary questions, as well as troubleshooting technical difficulties with electronic forms. Please allow up to 2 business days to respond to calls or emails. We recommend contacting staff well in advance (at least one week) of the application deadline. Adherence to staff suggestions and guidance does not guarantee funding.

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