

2022 June - Community Project Grant

Florida Humanities

Project Title:

Project Title:*

Character Limit: 100

Project Overview:

Project Overview:

Use the fields below to provide a short description, proposed start and end dates, and requested amount for your project.

Project Abstract:*

Successful project abstracts are typically formatted as follows: "[Organization] requests [Amount] to support [detail all major project activities/scope]."

Character Limit: 500

Project Start Date:*

Start date must be no sooner than the grant award notification date. Public programs cannot begin sooner than 6 weeks after the grant award date.

Character Limit: 10

Project End Date:*

End date may be no more than 60 days following the last proposed grant-funded activity, or no more than 12 months from award date, whichever occurs first.

Character Limit: 10

Amount Requested:*

May not exceed \$10,000.

Character Limit: 20

Did you consult with Florida Humanities staff about your project?*

We deeply value your time and understand applying for grants can be quite time consuming. To ensure your project is eligible for our grants program and to save you time, we *highly* recommend that you reach out to Florida Humanities staff weeks in advance of applying.

Please contact: Lindsey E. Morrison, *Grants Director*, lmorrison@flahum.org

Choices

- Yes, I consulted with Florida Humanities staff.
- No, I am applying without having received feedback.
- I reached out via email but did not hear back.
- Unsure

Did you attend or watch a webinar through GrantEd: Resources that Empower?*

Florida Humanities is proud to offer **live and recorded, on-demand webinars free of charge** to all potential applicants. We strongly encourage both fully reading the guidelines and viewing a GrantEd webinar to understand this funding opportunity. Indicate below your interaction with GrantEd.

>> Register for a Live Webinar, or watch an On-Demand Webinar<https://floridahumanities.org/grantee-resources/granted/>

Please be honest in your response, which guides our GrantEd offerings in the future.

Choices

- Yes, I attended a live GrantEd webinar.
- Yes, I watched a pre-recorded on-demand GrantEd webinar.
- No, I did not attend or watch a webinar.

Sponsoring Organization:**Sponsoring Organization Information:**

If approved, this is the name of the non-profit organization to which all grant funds would be made payable.

Sponsoring Organization Name:*

Character Limit: 250

Sponsoring Organization Address Line One:*

Character Limit: 250

Sponsoring Organization Address Line Two:

Character Limit: 250

Sponsoring Organization City:*

Character Limit: 100

Sponsoring Organization State:*

Use two letter abbreviation.

Character Limit: 2

Sponsoring Organization Postal Code:*

Character Limit: 10

Sponsoring Organization County:*

Choices

- Alachua
- Baker
- Bay
- Bradford
- Brevard
- Broward
- Calhoun
- Charlotte
- Citrus
- Clay
- Collier
- Columbia
- DeSoto
- Dixie
- Duval
- Escambia
- Flagler
- Franklin
- Gadsden
- Gilchrist
- Glades
- Gulf
- Hamilton
- Hardee
- Hendry
- Hernando
- Highlands
- Hillsborough
- Holmes
- Indian River
- Jackson
- Jefferson
- Lafayette
- Lake
- Lee
- Leon
- Levy
- Liberty
- Madison
- Manatee
- Marion
- Martin

Miami-Dade
Monroe
Nassau
Okaloosa
Okeechobee
Orange
Osceola
Palm Beach
Pasco
Pinellas
Polk
Putnam
Santa Rosa
Sarasota
Seminole
Saint Johns
Saint Lucie
Sumter
Suwannee
Taylor
Union
Volusia
Wakulla
Walton
Washington

Sponsoring Organization Business Phone:*

Character Limit: 12

Sponsoring Organization Annual Budget:*

Character Limit: 20

Sponsoring Organization Federal ID Number:*

This number is issued by the IRS and is typically a 2-digit number followed by a dash and 7 more digits.

Character Limit: 10

Sponsoring Organization Duns Number:

This is a unique 9-digit number used by the federal government to identify businesses. If your organization does not currently have a DUNS number you can apply for one here.

Character Limit: 12

Sponsoring Organization Unique Entity ID (SAM):*

For future grants through Florida Humanities, all applicants are required to have a Unique Entity Identifier (SAM) for the sponsoring organization through the sam.gov website. The SAM is replacing the DUNS number beginning April 4, 2022.

Click Here for a step-by-step guide on how to get a Unique Entity ID (SAM).

Character Limit: 12

Is your organization registered with SAM.gov?*

Your organization must be registered with SAM.gov to receive funds if awarded a Community Project Grant. While you do **not** need to be fully registered to *apply* for a grant, no funds can be dispersed post-award until your organization is registered. If you need to register with SAM.gov, please see the **SAM.gov Information Sheet**.

Choices

Yes

No

Pending

Is the Sponsoring Organization in a RAO area?*

Please refer to <http://www.floridajobs.org/docs/default-source/community-planning-development-and-services/rural-community-programs/redi/raomap1.pdf?sfvrsn=2> **this website** to determine if your county or city is categorized as a Rural Area of Opportunity (RAO).

Choices

Yes, this organization is in a RAO area

No, this organization is not a RAO area

Sponsoring Organization Website Address:

Character Limit: 2000

State and Federal Representatives:

State House District Number:*

Character Limit: 5

State House District Representative Name:*

Character Limit: 250

State Senate District Number:*

Character Limit: 5

State Senate District Representative Name:*

Character Limit: 250

U.S. Congressional District Number:*

Character Limit: 5

U.S. Congressional District Representative Name:*

Character Limit: 250

Project Director:

Project Director Salutation:*

Choices

Dr.
Ms.
Mrs.
Miss
Mr.

Project Director First Name:*

Character Limit: 250

Project Director Last Name:*

Character Limit: 250

Project Director Business Title:*

Character Limit: 250

Project Director Organizational Affiliation:*

Character Limit: 250

Project Director Address Line One:*

Character Limit: 250

Project Director Address Line Two:

Character Limit: 250

Project Director City:*

Character Limit: 100

Project Director State:*

Use two letter abbreviation.

Character Limit: 2

Project Director Postal Code:*

Character Limit: 11

Project Director Address Type:*

Is this a home or business address?

Choices

Home
Business

Project Director Email:*

Florida Humanities communicates heavily through email. Please provide an email address you check frequently.

Character Limit: 254

Project Director Email Type:*

Is this a personal or business email address?

Choices

Personal
Business

Project Director Contact Number:*

Character Limit: 12

Project Director Contact Number Type:*

Is this a home, business, or cell number?

Choices

Home
Business
Cell

How did you hear about funding opportunities from Florida Humanities?***Choices**

Returning Applicant
Independent Research (i.e. Google)
Referred by Colleague/Friend
Florida Humanities Email
Postal Mailing
Social Media
Word of Mouth
Conference or Workshop
Other

If other, please specify:

Character Limit: 250

Narrative:

Narrative:

Use the form fields below to answer each narrative question.

1. History and Mission of the Organization:*

Provide a brief organizational history and mission statement for the applicant organization. Note any prior programmatic history with Florida Humanities.

Character Limit: 3000

2. Humanities Content:*

Describe the project you would like to implement, and how the project is firmly rooted in the humanities, and is classified as public humanities programming. Outline the issues or themes that will be addressed. Describe any complementary resources that will be developed to extend the reach of the project and how those resources will be made available to the public.

Character Limit: 5000

3. Target Audience, Marketing/Promotion Plan and Reaching Underserved Communities:*

Describe your target audience and the need for the project in the community. Provide a detailed marketing/promotion plan with relevant outreach metrics (i.e. how many people will be reached by each promotion outlet?). Describe how your project or programming specifically engages underserved communities.

Underserved communities can be defined as those whose access to the humanities is limited by geography, ethnicity, economics, or disability across Florida, or the country writ large.

Character Limit: 4000

5. Fees:*

Specify and describe in detail any fees to be charged to attendees. Funding priority may be given to projects that are free to the general public, but if attendance fees are charged, they must not present a barrier to participation.

Character Limit: 1000

6. Project Personnel:*

Detail the humanities advisors and scholars and other project participants. Florida Humanities strongly requests that all key project personnel should be confirmed at the time of application.

Humanities Scholars/Advisors:

- Provide short descriptions for the humanities scholars/advisors involved in the project, including their areas of expertise, scholarship, and institutional affiliation.
- Describe the project role of each humanities professional (such as content advisor, researcher, or interview subject).

Project Personnel:

- For the primary project personnel (e.g. project director, event coordinator, etc.) provide a bio that includes relevant skills and education and their specific role in the project.

Character Limit: 4000

7. Impact and Evaluation*

Describe the expected impact of your project on the target audience. Explain how you will evaluate its success and measure results. A sample evaluation tool developed specifically for your program activities must be attached as a support document.

Character Limit: 3000

Budget and Budget Detail:

Budget & Budget Detail:

Budget and budget detail must reflect all costs of implementing your project. Request may not exceed \$10,000 and Florida Humanities funds may only be used for eligible project expenses incurred during the grant period. All amounts must be rounded to the nearest dollar.

Applicant must also show a total cost share equal to or greater than the amount requested from Florida Humanities. Cost share should include any cash expenditures by applicant for project implementation that are not covered by Florida Humanities funds as well as any in-kind goods and/or services to be received in support of the project.

http://floridahumanities.org/wp-content/uploads/2021/10/Proposed-CPG-Budget-Form_Florida-Humanities-9-22-21-1.docxhttps://docs.google.com/document/d/1svDloV-9O8sxPFOTNewqYUtQe_SuxFiz/edit?usp=sharing&oid=101123252097972042022&rtpof=true&sd=trueClick here to download the Florida Humanities Budget and Budget Detail form.

This form is required as part of the application.

Budget & Budget Detail:*

File Size Limit: 1 MB

Work Plan

Work Plan:*

Applicants must create and attach a month-by-month work plan that clearly shows how the project will achieve success, from pre-award planning to post-award announcements, implementation and follow-up. Work plans should demonstrate careful attention to maintaining a schedule and hitting necessary benchmarks.

File Size Limit: 1 MB

Operating Budget:

Operating Budget:

Attach a copy of the sponsoring organization's current year operating budget. **Must not exceed two pages.**

Operating Budget:*

File Size Limit: 1 MB

Attachment A

Attachment A:

Complete Attachment A **on the form provided** with the title, organizational affiliation, and contact information for each scholar and/or presenter who has confirmed participation in your project.

Click here to download a copy of Attachment A. Form may be duplicated if needed and combined into one uploadable file.

Attachment A:*

File Size Limit: 1 MB

Evaluation Tool

Evaluation Tool:

Attach a sample evaluation tool(s) designed specifically for the proposed activities and/or resources to be created.

Evaluation Tool:*

File Size Limit: 1 MB

Supporting Documents:

Supporting documents:

Please review the **application guidelines**<https://fl-humanities.com/wp-content/uploads/2019/10/Guidelines-for-Specific-Grant-Types.pdf> for recommendations on

supporting materials. Support materials should also include letters of commitment and resumes from participating scholars/presenters (max. 2 pages each); letters of support from partnering agencies who may assist with the development and/or marketing of the project; and any items that demonstrate the past success of the applicant in organizing/hosting public programs or developing public resources. Files may not exceed 1mb each. Up to three files may be uploaded, each of which may be multiple pages.

Support Document One, if applicable:

File Size Limit: 1 MB

Support Document Two, if applicable:

File Size Limit: 1 MB

Support Document Three, if applicable:

File Size Limit: 1 MB

Signature:

IMPORTANT: Before signing and submitting your final application, click on the "Application Packet" button at the top of the page. The packet will include your entire application with all uploaded documents. Review thoroughly and make any changes before clicking the "Submit Form" button. Once submitted you will no longer be able to make any changes. The Application Packet should be saved and kept by you as your official copy of the final application.

Electronic Signature:*

By entering your name below, you certify that the information contained in the application is true to the best of your knowledge and that any funds awarded as a result of this request will only be used for the purposes set forth herein.

Character Limit: 250