

# 2023 July - Greater Good: Humanities in Academia Grants

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*Florida Humanities*

## *Project Title:*

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### **Project Name\***

*Character Limit: 100*

## *Project Overview:*

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### **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: "[Department/Program] at [Sponsoring Organization] requests [Amount] for [Project] to support [major project activities]."

*Character Limit: 400*

### **Project Start Date:\***

This should be the date of your first program.

The start date must be no sooner than the grant award notification date. Public programs cannot begin sooner than August 16, 2023.

*Character Limit: 10*

### **Project End Date:\***

This should be the estimated date of your last program.

The end date may be no later than July 5, 2024, which is the grants' Contract End Date.

*Character Limit: 10*

### **Amount Requested:\***

May not exceed \$10,000.

*Character Limit: 20*

### **Total annual operating budget for your Department, Humanities Center, Institute or Program\***

*Character Limit: 20*

## *Sponsoring Organization:*

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### **Sponsoring Organization Information:**

If approved, this is the name of the non-profit organization to which all grant funds would be made payable. This organization is legally authorized to contract with Florida Humanities.

### **Sponsoring Organization Name:\***

*Character Limit: 250*

### **Organization Type:\***

#### **Choices**

Archive  
 Arts-related Organization (including art museums)  
 Community Organization or Center  
 Cultural Heritage Organization  
 Festival  
 Foundation  
 Government - State or Local  
 Higher Ed - Four-year College  
 Higher Ed - Two-year College  
 Higher Ed – Affiliates (Press, radio station, archive, library, etc.)  
 Historical Site/House  
 Historical Society  
 Incarceration or Detention Facility  
 Independent Research Library and Center  
 Indigenous Tribal Organization or Community  
 K–12 School or School System  
 Media Organization  
 Membership Organization or Association  
 Museum – History  
 Museum - Other  
 Nature Center/Botanical Garden/Arboretum  
 Private Business or Organization  
 Public Library  
 Social Services or Health Organizations  
 State or National Park

### **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 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 Unique Entity ID (SAM):\***

All applicants are required to have an assigned Unique Entity Identifier (SAM) for the sponsoring organization through the sam.gov website.

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

*Character Limit: 12*

**Has your organization received funding from Florida Humanities in the past 10 years?\***

**Choices**

Yes

No

**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*

*Federal Representative:*

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**U.S. Congressional District Number:\***

*Character Limit: 5*

**U.S. Congressional District Representative Name:\***

*Character Limit: 250*

*Project Director:*

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**Project Director Salutation:\***

**Choices**

Dr.

Ms.

Mrs.

Miss

Mr.

Mx.

**Project Director First Name:\***

*Character Limit: 250*

**Project Director Last Name:\***

*Character Limit: 250*

**Project Director Business Title:\***

*Character Limit: 250*

**Project Director Department/Program and Organization Affiliation:\***

i.e. Department of History, University Name

*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*

***Fiscal Collaborators:*****Fiscal Officer Information\***

Most universities and colleges require personnel from Grants or Sponsored Research-related offices to review or complete financial documents requested in grant applications. List any pre- or post-award fiscal officers who are assisting with this application or project. Fiscal Officers assisting or reviewing this application should also be added as a Collaborator.

Are you working with a Fiscal Officer?

**Choices**

Yes, one person is assisting  
Yes, more than one person is assisting  
No  
I don't know

**Choices**

Yes  
Yes, one person is helping  
Yes, more than one person is helping  
No  
I don't know

### *Fiscal Officer Information*

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**Fiscal Officer First Name**

*Character Limit: 250*

**Fiscal Officer Last Name**

*Character Limit: 250*

**Fiscal Officer Business Title**

*Character Limit: 250*

**Fiscal Officer Email**

*Character Limit: 250*

### *Fiscal Officer Information*

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**Fiscal Officer First Name**

*Character Limit: 250*

**Fiscal Officer Last Name**

*Character Limit: 250*

**Fiscal Officer Business Title**

*Character Limit: 250*

**Fiscal Officer Email**

*Character Limit: 250*

### *Unsure of Fiscal Officer*

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If you are not currently working with a Fiscal Officer or are unsure if you need to, please check with your department head or someone at your institution.

### *Narrative:*

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**Narrative:**

Use the form fields below to answer each narrative question.

## 1. Organizational Mission\*

Provide a brief organizational history and mission statement for your humanities-related Department, Humanities Center, Institute, and/or Program. Describe its relationship to your college or university and note any prior programmatic history with Florida Humanities.

*Character Limit: 2000*

## 2. Humanities Content and Program Format\*

**Humanities Content:** Describe the project you would like to implement and how the project is firmly rooted in the humanities. 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.

**Program Format:** Describe if public programming will be conducted in-person, virtually, or a combination of both. Provide potential dates for when you expect the program(s) to occur, or launch (in the case of a digital resource).

- **For in-person programs**, please describe the program venue including seating capacity, compliance with ADA requirements, and audio/visual capabilities, as well as your organization's health and safety protocols for in-person programs.
- **For virtual programs**, please indicate the software platform that will be utilized to host your program(s) and if there any limitations for attendee registration/participation. Please indicate if you intend to video record your program(s) and how that recording will be made available to the public.

*Character Limit: 3500*

## 3. Project Director and Project Personnel\*

Identify the **project director** and their skills and experience to carry out the programing for which funding is sought. List **all** humanities scholars, presenters, and other personnel confirmed or contacted for participation in the project, and briefly describe their individual role in the project. Include a **letter of commitment** from each project personnel and their **condensed two-page resume** in the following upload fields.

*Character Limit: 2000*

### Project Scholars/Presenters Form:\*

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

<https://floridahumanities.org/wp-content/uploads/2019/10/AttachmentA.doc>[https://floridahumanities.org/wp-content/uploads/2022/02/Project-Scholars\\_Presenters-Form\\_FINAL.1-1-26-22.pdf](https://floridahumanities.org/wp-content/uploads/2022/02/Project-Scholars_Presenters-Form_FINAL.1-1-26-22.pdf)Click **here**[https://floridahumanities.org/wp-content/uploads/2022/02/Project-Scholars\\_Presenters-Form\\_FINAL.1-1-26-22.pdf](https://floridahumanities.org/wp-content/uploads/2022/02/Project-Scholars_Presenters-Form_FINAL.1-1-26-22.pdf) to download a copy of the Project Scholars/Presenters form. The form may be duplicated if needed and combined into one uploadable file.

*File Size Limit: 1 MB*

## Project Personnel Supporting Document\*

Please include letters of commitment and resumes from participating scholars/presenters by uploading your document here. Resumes and biographies must be condensed to **two (2) pages** for each person.

*File Size Limit: 3 MB*

## 4. Target Audience and Reaching Underserved Communities\*

Describe your target audience and the need for the proposed programming whether presented in-person or virtually. Indicate if your programming will target diverse and/or underserved audiences. Describe the expected impact of your program(s) on the target audience.

- **Underserved audiences** can be defined as those whose access to the humanities is limited by geography, ethnicity, economics, or disability.

*Character Limit: 1000*

## 5. Marketing and Promotion Plan\*

Describe what methods you will utilize (i.e. print, digital, social media - including names of platforms or media outlets) to publicize your program(s) and any specific strategies for reaching underserved audiences.

*Character Limit: 1000*

## 6. Community Partners\*

An essential component of this grant is engaging the community. At least **one non-academic community partner organization is required**. Identify any partnering organizations in the community and explain how they will assist with program design, implementation, marketing and outreach, and/or other support for your project.

*Character Limit: 1500*

## Community Partner Supporting Document

Please upload letters of support from partnering agencies here. Letters of commitment should demonstrate how they will assist and support your project.

*File Size Limit: 2 MB*

## 7. Fees\*

Will there be any fees to attend your program(s)? If so, how much? Partners may charge a modest attendance fee, but it may not present a barrier to public attendance.

*Character Limit: 500*

## *Budget, Budget Detail, and Cost Share:*

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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. Eligible expenses are outlined in the grant guidelines. All amounts must be rounded to the nearest dollar.

Applicant **must record all eligible cost share**, but at a minimum are required to provide a cost share at least equal to the funds requested of Florida Humanities. Eligible cost share items are outlined in the grant guidelines.

### **Indirect Costs**

Institutions with a federally negotiated indirect cost rate agreement (**NICRA**), may elect to request their approved NICRA rate from Florida Humanities funds as part of their total project cost. All applicants using a NICRA rate, are required to **upload a copy** of their NICRA agreement using the field below to show that the proper rate is being used.

If indirect costs are not included as part of the grant funds requested, please include indirect costs as part of your cost share calculations.

Institutions that do not have a NICRA may include indirect costs up to 10% of the total project cost as part of your grant request. If you elect to use the rate of 10% and your institution does not have a NICRA, no additional documentation is needed. If you elect to use the rate of 10% and your institution does have a NICRA, please provide a letter from your fiscal office that they have waived or approved this lower percentage.

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**\*\*\*Click here\*\*\*** to download the Florida Humanities Budget and Budget Detail form. **This form is required as part of the application.**

### **Proposed Project Budget & Budget Detail\***

*File Size Limit: 1 MB*

### **Federal NICRA document (select one)\***

#### **Choices**

I am claiming my institution's NICRA percentage in the proposed budget, or showing it in cost share.

I am claiming 10% indirect costs of total project costs in the proposed budget.

I am not claiming or showing through cost share any indirect costs in the proposed budget.

All applicants using a NICRA rate, are required to **upload a copy** of their NICRA agreement. If you elect to use the rate of 10% and your institution does have a NICRA, please provide a letter from your fiscal office that they have waived or approved this lower percentage.

*File Size Limit: 3 MB*

## *Optional Supporting Materials:*

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### **Supporting Materials:**

Support materials should be included to showcase the intended success of your planned programming, by supplying additional letters of support from your community, or examples of experience in organizing successful programming similar to what you seek funding for today.

Supporting Materials may include, but are not limited to:

1. **Letters of support** from community members, elected officials, or past project partners or attendees.
2. **Any items that demonstrate the past success** of the applicant in organizing/hosting public programs or developing resources.
3. Sample **evaluation tool(s)**

Files may not exceed 2Mb and may include multiple pages. Preferred file format is pdf.

### **Support Document 1, if applicable:**

*Character Limit: 300 | File Size Limit: 2 MB*

### **Support Document 2, if applicable:**

*Character Limit: 300 | File Size Limit: 2 MB*

### **Support URL, if applicable:**

Kindly provide a link to an online resource as a supporting material, if this applies to your programming (i.e. previous digital exhibit walkthrough or virtual presentation).

*Character Limit: 2000*

## *Electronic Signature:*

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### **Electronic Signature:**

By entering your name below, you acknowledge that you are an authorized representative of your organization and can **submit financial and programmatic reports** on its behalf. You certify that all information contained in the Application is true to the best of your knowledge.

**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) Name:\***

*Character Limit: 250*

**(Electronic Signature) Business Title:\***

*Character Limit: 250*

**(Electronic Signature) Email Address:\***

*Character Limit: 250*