2023 July - Greater Good: Humanities in Academia Grants

Florida Humanities

Project Title:

Project Name*
Character Limit: 100

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:

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?*


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:

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.
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*

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**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**

**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*

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**Fiscal Officer Information**

**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*

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**Unsure of Fiscal Officer**

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.

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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.


[Click here](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:**

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.

***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:

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:**

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