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About

The **Greater Good: Humanities in Academia Grant** provides funding to Higher Education Departments, Humanities Centers, Institutes, and Programs associated with Florida colleges and universities to support **community programming** (either in-person or virtual) that seeks to broaden the public's awareness of what it means to be human. Programming must be designed for a broad public audience and not just their campus community.

Award Amount:

Applicants may request **up to \$10,000** to be disbursed in two installments:

- **90%** at start of project
- **10%** on a reimbursement basis contingent upon receipt and approval of all required final reports.

Funding Eligibility

Who Can Apply

Higher Education departments (i.e. Department of History), Humanities Centers, Institutes, and Programs associated with Florida colleges and universities are eligible to apply. Proposals are evaluated on their own merits and will not be compared with other submissions to determine eligibility or suitability for funding.

Priority will be given to applicants whose community programming raises up the voices of historically excluded and/or currently underserved communities, actively partnering with those communities in the creation of program content and promotion of the events and programming. Underserved audiences can be defined as those whose access to the humanities is limited by geography, ethnicity, economics, or disability.

Can multiple departments/programs from one institution apply for this grant?

- **Only one application per Department or Program** is accepted to apply per round. For example, while there might be two open applications from a university, they must not be from the same department (i.e. Department of History). One key element to consider is the structure of your operational budget. Florida Humanities expects the applicant to have a unique operational budget for their Department or Program, and
- **Only three applications per institution** will be accepted to apply and/or evaluated per round.

Applicants must not have a prior Greater Good: Humanities in Academia grant still open, and the Project Director must not be a Project Director on any other open Florida Humanities grant.

The Sponsoring Organization must have a **Federal-ID number** and a **Unique Entity ID (SAM)** to apply. [Click Here](#) for a Quick Start Guide to obtain a Unique Entity ID (SAM) through SAM.gov.

Eligible Programs

Public humanities programming actively engages the public and fosters constructive dialogues grounded in humanities disciplines, in conversation or consultation with a humanities scholar. While we know great humanities research and work is being conducted at institutions across the state, this critical information not always accessible to the public. This funding opportunity was designed to promote a way for all audiences to actively engage with current humanities work being done at the higher education level. A key component of this grant is engaging the community by partnering with non-academic organizations and/or bringing programs off-campus and into the community.



Eligible programs may include, but are not limited to town halls, reading and discussion groups, exhibits with public programming, community conversations, lecture and speaker series, or other engaging public humanities programming.

All Projects Must:

1. Inspire **constructive dialogue** with the public.
2. Involve **humanities scholars** and other subject-area experts.
3. Be **free and widely available to the public** (even virtually).
4. Actively engage a **diverse audience and community partners**, within and beyond the campus community.
5. Demonstrate the relevance of the humanities topic for a Florida audience.

Defining the Humanities and Humanities Scholars

The Humanities are those academic disciplines that study human culture, using methods that are primarily critical and have a significant historical perspective. Through the humanities, we learn how to think creatively and critically, to reason, and to ask questions, coming to a broader understanding of our shared human experience.

The term 'humanities' includes the **study and interpretation** of:

- Language, both modern and classical; linguistics; literature; history; philosophy; archeology; comparative religion; ethics; the history, criticism and theory of the arts;
- Aspects of the social sciences which have humanistic content and employ humanistic methods;
- The application of the humanities to the human environment with particular attention to reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life.

Following the guidance of the National Endowment for the Humanities, Florida Humanities defines a **Humanities Scholar** as “someone who has an advanced degree in the disciplines of the humanities.” We encourage you to include multiple humanities scholars—along with community or area experts—in your project as multiple perspectives help broaden our understanding and critical thinking during these analytical community dialogues.

How to Apply

Before beginning an application, organizations must review the guidelines. We strongly encourage applicants to review educational grants resources at the [GrantEd webpage](#) and to watch a live or pre-recorded Greater Good: Humanities in Academia webinar.

Applicants must contact Florida Humanities **Grants Director Lindsey Morrison** (lmorrison@flahum.org) to review the project’s eligibility and receive an **Access Code**.

After discussing their project and receiving an Access Code, applicants must apply online at www.FloridaHumanities.org/Apply. All applications must be submitted electronically via our Online Portal. Paper applications will not be accepted. Please note that all funds are awarded on a competitive basis and are dependent on the availability of federal funds from the National Endowment for the Humanities.

Florida Humanities strongly encourages the listed “Applicant” in the Online Portal to be the Project Director, as only the listed applicant can receive automated messages from the Online Portal. The Organization name on the account should be specific to the Department or Program of the applicant, while the overarching Sponsoring Organization will be identified within the application. If an account already exists for your institution, we will help verify and reset the contact information as necessary.

Applicant: Name, Professor of History **Organization:** University Name – Department of History

Contract Period and Award Payment(s)

All funded programmatic activities must take place during the contract period. Programming for the general public cannot begin until six weeks after the award date.

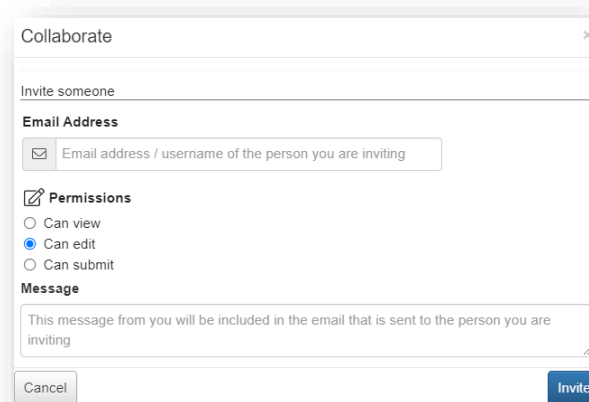
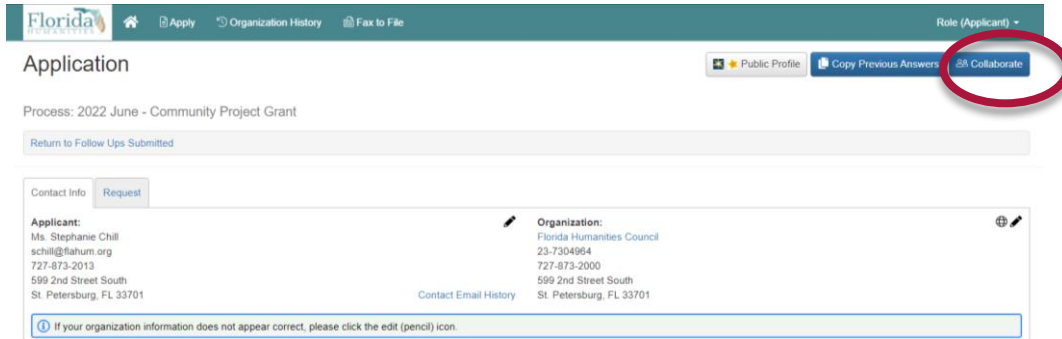
Organizations will receive 90% of approved funds upon receipt of electronically signed contract and Cash Request Form. The final 10% of the award will be reimbursed upon successful completion of the project and approval of the Final Report.

Adding a Collaborator

4 | Greater Good: Humanities in Academia

It sometimes takes more than one person to pull together all the necessary information for a strong application. Non-applicants assisting with the application can be assigned as a “Collaborator” and be given permissions to view, edit, or submit the application.

To add a collaborator, open the application and find the blue “Collaborate” button in the top right corner. Add collaborators by email and set their permissions. Collaborators must have their own account in the Online Portal and will be promoted to make one if they do not already have an account. A collaborator can view this proposal at any point of the grant lifecycle, from application to decision to final report.



Sponsoring Organization and Project Director

The **Sponsoring Organization** should be the overarching institution that will be entering in a Contract Agreement with Florida Humanities. The operational budget should be that of the Department, Humanities Center, Institutes, or Program.

The **Project Director** will be the main point of contact and will act as a conduit between Florida Humanities and the offices of the Sponsoring Organization. We depend on them to relay all necessary information from us to the appropriate parties as grant management and fiscal responsibly structures vary at each institution. Project Directors are required to attend a post-award meeting that will be set within the first six weeks of the grant period.

Application Narrative

All applicants must complete each of the following narrative fields. All Character Limits include spaces in the character count.

1. Organizational Mission

Provide a brief organizational history and mission statement for your Humanities Center, Institute, 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. *Character Limit: 3500*

3. Project Director and Project Personnel

Identify the project director and their skills and experience to carry out the programming 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*

If your project requires **student work** directly related to the project, the student(s) must be identified as personnel. If a resume is unavailable, a biography detailing their academic work, skills applicable to their role in the project, and the humanities scholar(s) who will oversee their work is acceptable. Students can assist in an administrative role as required by the project or may serve in a speaking role as a community expert, provided they are in discussion with established humanities scholars.



Applicants will be required to upload a form (available in the application) identifying project personnel and all humanities scholars committed to participating in the project, as well as a collection of resumes or biographies and commitment letters of those identified. For any staff members that will be receiving honoraria or a stipend from the grant award, a letter from the institution that their participation is outside their salaried duties and otherwise is not being paid must be provided.

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) 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



Applicants will be required to upload a collection of **letters of support** from each identified partnering agency. Their letter of support should demonstrate how they will assist with the project.

7. Fees

Will there be any fees to attend your program(s)? If so, how much? Partners may charge a modest fee, but it may not present a barrier to public attendance. *Character Limit: 500*

Application Budget

Requests may not exceed \$10,000 and Florida Humanities funds may only be used for allowable expenses incurred during the project period. Allowable budget expenses for Florida Humanities funds include the following:

1. Honoraria

Honoraria for external humanities scholars and community/subject-area experts.

2. Travel

Mileage, lodging, and per diem for scholars/presenters traveling for in-person programs.

3. Facilities, Equipment Rental, or Tech Support

Expenses may include rental of venues for in-person programs; software subscriptions for virtual programs; captioning and translation services; rental of A/V equipment; and support for the facilitation of technology during your event.

4. Marketing and Promotion

Print and electronic marketing of your program.

5. Indirect Costs

Indirect costs are also known as “administrative costs”, “overhead” or “general operating costs”. These are costs necessary for keeping your organization running on a day-to-day basis and include expenses such as insurance, rent or mortgage, utilities, and salaries and

benefits associated with executive or administrative personnel who are not directly involved in your proposed project.

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 costs. All applicants using a NICRA rate, are required to upload a copy of their NICRA.

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 confirming that they have waived or approved this lower percentage.

6. Other

Other direct program costs not included above, such as exhibition fabrication, health and safety supplies, etc.

Staff time may be applicable if the work directly related to the funded program is outside the staff member's salaried responsibilities and will not be covered by the Sponsoring Organization.

Administrative student work directly related to the funded program may be applicable if the student(s) is not being paid by the Sponsoring Organization.

What types of expenses are NOT eligible to be covered by Florida Humanities funding?

- Pre-award costs that are incurred before the contract start date
- Research, publications, or academic conferences that do not contribute to or provide engaging community programming
- Capital improvements, building construction, maintenance, restoration, renovation, or preservation
- Costs of political action or advocacy, or programs that advocate for or against public policies, legislation, or political, religious or ideological points of view
- Entertainment (i.e. dance or musical performances)
- Expenses incurred or paid out before a grant award is made
- Purchase of real property
- Refreshments (i.e. food and drink)
- Scholarships and awards
- Personnel time not related to the project
- Personnel time that is reasonably within salaried responsibilities



Proposed Project Budget and NICRA documentation

Applicants will be required to upload the Proposed Project Budget that details the project's projected expenses, both what will be covered by the award amount and Cost Share. This form is available for download in the application.



Applicants claiming their institutions NICRA in the proposed budget for expenses or cost share must upload a copy of their federally negotiated agreement. If the institution opts to waive or decrease the percentage to 10%, a letter of confirmation from the fiscal office must be uploaded.

Cost Share

Organizations are also required to record **all eligible cost share** associated with the project, and at a minimum provide a cost share at least equal to the funds requested of Florida Humanities. These expenses may be paid by your organization (Cash) or donated by your organization/partner (In-Kind).

All cash and in-kind contributions are acceptable as the recipient's cost sharing when such contributions meet the following criteria:

- they must be verifiable from the sponsoring organizations records;
- they must not be included as contributions for any other federally-assisted program;
- they must be necessary and reasonable for the proper and efficient accomplishment of project objectives;
- they must be used to support activities that are included in the approved project workplan; and
- they must be incurred during the contracted award period (July 5, 2023 – July 5, 2024).

Cost share may include, but is not limited:

- **Speaking fees/Travel/Promotion:** Any of these expenses not completely covered by Florida Humanities funds.
- **Support Staff/Volunteers:** Staff/volunteer time directly dedicated to planning, promoting, and implementing your programs.
- **Audio-Visual/Streaming Fees:** IT support, technology facilitators, fees for streaming services (expensed per program), translation or subtitle services, and other expenses related to host virtual or recorded programs.
- **Other:** Food, beverages, promotion or other expenses directly related to the project and not completely covered by Florida Humanities funds (reminder, food and beverages cannot be covered with Florida Humanities funds).



Optional Supporting Documents

Applicants may attach additional documents (PDF or Word) to the application that demonstrate prior success in similar programming or the viability of the project. Please be mindful of the file size limit, and consider merging documents into one PDF to maximize use of this section.

Examples of supplemental documents include:

- News articles, promotional fliers or other marketing materials demonstrating past success in similar programming
- Letters of support from community members, elected officials, or past project partners or attendees.
- Sample evaluation tool(s)

Reviewing and Submitting the Final Application

IMPORTANT: Before submitting your final application, please review your entire packet by clicking “Application Packet,” to ensure all documents have uploaded properly, and are therefore able to be evaluated.

It is especially important that applicants review thoroughly and make any changes before submitting. Once submitted, applicants will no longer be able to make any changes without contacting Florida Humanities staff. The Application Packet should be saved as a pdf file and kept by you as your official copy of the final application.

The application must be signed by an **authorized representative** of your institution. If you are unsure if you are authorized to sign, especially in the case of financial and legal documents, verify with a fiscal representative at your institution.

Post-Award Requirements

Required Forms During Grant Period:

Any changes to the project or the contracted conditions, the Project Director must notify Florida Humanities as soon as possible through a **Change Request Form**. Project Directors will also be required to submit **Event Listing Forms** six weeks before any general public program. These forms and the grant lifecycle will be discussed at the required Project Directors’ meeting.

Award Acknowledgement:

The Florida Humanities logo must appear on all printed and digital materials connected with projects supported by Florida Humanities. If this logo is being used by a grant recipient, you must also include the following acknowledgment:

Funding for this program was provided through a grant from the Florida Humanities with funds from the National Endowment for the Humanities. Any views, findings, conclusions or recommendations expressed in this (publication) (program) (exhibition) (website) do not necessarily represent those of Florida Humanities or the National Endowment for the Humanities.

Final Report:

Grantees must electronically submit the required the Final Report within 60 days of the last grant-funded activity or the closing date of the grant contract, whichever occurs first. To fill out the Final Report, grantees need to log back into the Online Portal, and look to the report under “Follow-Ups.”

Need help or have questions?

Florida Humanities staff are happy to provide guidance on completing an application, determining eligibility, addressing budgetary questions, as well as troubleshooting technical difficulties with electronic forms. Please allow 24-48 hours to return your email, and please contact staff well in advance (at least one week) of an application deadline.

Note: Staff comments and suggestions are based solely on prior experience with application review sessions that include board members. Adherence to staff suggestions does not guarantee funding.

Contact:
Lindsey Morrison
Grants Director
lmorrison@flahum.org

