

Overview

Florida Humanities' **Broadcasting Hope Media Grants** provide funding to support the development, production and distribution of radio programs, podcasts, digital resources and documentary films that engage audiences with important Florida-focused topics in creative ways. Projects should showcase local communities coming together to inspire hope, broaden perspectives, and foster unity and be grounded in humanities scholarship through thoughtful and balanced perspectives. Proposals must also demonstrate the potential to attract a broad public audience by focusing on topics that enhance our understanding of Florida's diverse cultures, people, and history.

All projects must:

- deepen understanding of humanities questions and inspire **constructive dialogue with the public**
- **approach a subject analytically**, presenting a variety of perspectives and viewpoints
- involve **humanities scholar(s)** and other subject-area experts in all phases of development and production
- actively engage the general public through **accessible** program formats, and be free or not cost prohibitive.

Special consideration will be given to:

- Projects that actively partner with diverse and **underserved communities**. Underserved communities can be defined as those whose access to the humanities is limited by geography, ethnicity, economics, and/or disability.
- Projects that are **strengthened by partnerships** with other organizations or institutions, including but not limited to, other humanities nonprofits, K-12 schools, universities or colleges, libraries, or public media stations.

Eligibility:

This funding opportunity is open to Florida public media stations, both television and radio, as well as private nonprofit organizations, institutions of higher education, state and local governmental agencies, and federally recognized Native American tribal governments. Organizations that apply for funding must be constituted for nonprofit purposes. Applicants may not currently have a Broadcasting Hope Media Grant, but may hold another Florida Humanities grant or program contract (i.e. Community Project Grant, Greater Good: Humanities in Academia, Florida Talks, etc.), so long as the funds are not directed at the same project.

Individuals, foreign, or for-profit entities are ineligible for funding.

Sponsoring Organization and Partnerships:

Eligible organizations are encouraged to partner with independent producers and other skilled professionals to carry out programmatic activities. In these cases, the lead applicant submits the application on behalf of the partnership. The lead applicant (i.e. Sponsoring Organization) assumes all programmatic, financial, and legal responsibilities associated with the award including adherence to and compliance with all federal regulations and terms and conditions of the award. The assigned Project Director must be officially affiliated with the sponsoring organization.

Unique Entity ID (SAM) and SAM.gov:

All sponsoring organizations must have a verifiable **Unique Entity ID (SAM)** through the **SAM.gov** website and a **Federal-ID** number in order to apply. The Unique Entity ID is a 12-character alphanumeric ID that replaced the DUNS number in April 2022. Organizations are NOT required to have a full SAM.gov registration in order to

receive funding. All applicant organizations are also processed through **GuideStar Charity Check** with their Federal-ID to ensure they are in good fiscal standing.

Branding and Acknowledgement, Ownership, and Copyright

While the sponsoring organization maintains ownership and copyright of all funded projects, Florida Humanities retains the right of unlimited use to screen and/or to stream the films, podcasts and/or digital productions and/or to edit clips or excerpts for promotional purposes. Applicants are encouraged to submit their completed productions to film festivals or other award events. Complete guidelines on required sponsor recognition will be provided to all awarded applicants.

How to Apply

This application requires an **Access Code** in order to apply. After reviewing the guidelines, please email **grants@flahum.org** to schedule a meeting with Florida Humanities staff to discuss your project and to request an Access Code.

All email requests for an Access Code must be received by June 28 in order to be eligible for consideration. Please allow staff up to 3 business days to return your message. No access codes will be provided for requests received after June 28.

Organizations provided with an Access Code must submit a final application in the online application portal (floridahumanities.org/apply) by **12pm (EST) on Wednesday July 26, 2023** to be eligible for consideration.

Please note that all grants are awarded on a competitive basis and are dependent on the availability of federal funds from the National Endowment for the Humanities. Incomplete, ineligible, or late applications will not be considered for funding.



South Florida PBS was awarded a \$15,000 Broadcasting Hope grant in 2021 to host a screening and community conversation for the locally produced film, "Wade in the Water: Drowning in Racism."

Award Amounts

Broadcasting Hope Media Grants offer two levels of funding: **Development** and **Production**. Applicants may apply for either a Development or a Production grant, but may not apply for both during the same funding period. Applicants are not required to obtain a Development grant before applying for a Production grant.

- **Development Grants – up to \$25,000**

Development grants enable media producers to collaborate with scholars to develop humanities content along with other program elements. Awards must result in a script or detailed treatment and incorporate a significant level of outreach and public engagement in collaboration with partner organizations and humanities scholars.

Development awards may support activities such as:

- meetings with scholars
- research and preliminary interviews
- preparation of program treatments and/or scripts
- production of a work-in-progress trailer
- activities to solicit public feedback on proposed program content

- **Production Grants – up to \$50,000**

Production grants must result in the final production and distribution of radio, podcast, television, and/or documentary film projects. Production awards may support activities such as:

- archival research and rights clearances
- meetings with scholars
- script refinement
- production and distribution of films, television programs, radio programs, and podcasts
- development of resources related to the proposed media project, such as websites, that further explore the humanities content and themes central to the project
- in-person and/or virtual programs to present the final production and include opportunities for public engagement such as film screenings with panel discussions, community conversations, etc.

Grant Period, Award Payments and Program Dates:

All projects must be completed within the 12 month contract period: **October 15, 2023 – October 15, 2024**. All public programs supported by grant funds **may not begin sooner than 6 weeks** after the contract start date.

Grantees will receive funds in three installments:

- **70%** at start of project
- **20%** at successful submission and review of an interim report
- **10%** on a reimbursement basis contingent upon receipt and approval of all required final reports

Awarded funds cannot be applied to any project expenses occurring before the contract start date.

Cost Share:

Cost share is the portion of the project costs not paid by Florida Humanities funds. Applicants are required to provide a minimum 1:1 cost share (i.e. match) for all requested funds. 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 organization's 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 award period

Cost share can be met by either in-kind services or cash from either the sponsoring organization or from outside partner organizations or funders. The match can be entirely in-kind, entirely cash, or a combination of the two.

No federal funds from any other sources may be used to meet the cost share requirement.

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.

Florida Humanities allows organizations to include indirect costs of **up to 10%** of the total requested funds as part of your grant request or to help meet the cost share requirement. Applicants with a federally negotiated indirect cost rate agreement (NICRA), may elect to request their approved NICRA rate from Florida Humanities funds or include as cost share. All applicants using a NICRA rate are required to upload a copy of their NICRA agreement in the support documents showing that the proper rate is being used. If you elect to use the rate of 10%, no additional documentation is needed.

Application:

All applicants are required to respond to each of the following narrative fields within the online application:

1. Organizational Mission and Reach:

Provide a brief organizational history and mission statement for the applicant organization. Include an overview of the geographic reach of your organization. Describe your annual viewership, listenership, or membership/constituent makeup as well as your annual programming noting any nominations, awards, or accolades. Describe any prior programmatic history with Florida Humanities.

(limit 2,000 characters with spaces)

2. Project Summary and Humanities Content:

State the subject and format of the project, the number and/or length of programs planned, and the intended outcome of the project. Describe the project’s **humanities** scholarship and its importance to the community. Identify specific humanities themes that the project will address. Describe any resources that will be developed to extend the reach of the project and how those resources will be made available to the public.

(limit 3,500 characters with spaces)

What are the humanities?

The humanities are 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; jurisprudence; 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.*

3. Creative Approach and Rights/Permissions:

Describe the program’s audiovisual style and approach. Will the program use narration, a host, interviews, dramatic re-creation, animation and/or other techniques? If there are other productions on similar or related subjects, explain how your project will make a new contribution. Describe your intended process for obtaining permissions and clearing rights to use the proposed materials.

(limit 2,000 characters with spaces)

4. Target Audience, 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, if applicable. Underserved communities can be defined as those whose access to the humanities is limited by geography, ethnicity, economics, and/or disability.

(limit 2,000 characters with spaces)

5. Fees:

Specify and describe in detail any fees to be charged to participants/viewers that will be engaged in complementary public programs. Funding priority will be given to projects that are free to the public, but if attendance fees are charged, they must not present a barrier to participation.

(limit 500 characters with spaces)

6. Project Personnel:

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

(limit 3,500 characters with spaces)

Humanities Scholars and Advisors

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

Production Personnel

- For the primary production personnel (e.g. project director, director, production designer or producer) provide a bio that includes relevant skills and education, credits for digital projects, major broadcasts, or exhibitions, and any award information.

7. Impact and Evaluation:

Describe the intended impact of your project on the target audience(s). Explain how you will evaluate its success and measure results. Florida Humanities is particularly interested in how audiences can become more deeply engaged in humanities ideas and inquiry as a result of the project.

(limit 2,000 characters with spaces)

Budget and Budget Detail:

Budget and budget detail must reflect all costs of implementing your project. Florida Humanities requested funds may not exceed \$25,000 for Development awards and \$50,000 for Production awards and may only be used for eligible project expenses incurred during the grant period. Because media projects typically require funding at levels greater than Florida Humanities can support, project directors are encouraged to seek multiple sources of support and record all other contributed funds as cost share.

The required Budget Form must be downloaded from the online application. The Budget Form provides line items for the following eligible expenses:

1. **Honoraria:** Stipends or honoraria for humanities scholars and advisors, subject area experts and other community experts.
2. **Production Staff/Technical Consultants:** Salaried production staff or contracted technical consultants' time *directly spent* on project planning, implementation and/or distribution. All staff and consultant compensation must be clearly defined in the budget narrative as reasonable and necessary for the actual services performed. Any salary costs that can be identified as overhead must be included in indirect costs.
3. **Travel, Per Diem, Lodging:** Flights, gas, mileage and per diem for production staff/consultants, humanities scholars or subject area/community experts.
4. **Rights to Archival Materials**
5. **Supplies, Software or Audio/Visual:** You may purchase equipment if an analysis demonstrates that it is more economical and practical than leasing. **Total value of any purchased equipment may not exceed \$5,000.**
6. **Publicity and Promotion:** Social media, print or digital advertisements, fliers, banners brochures or other promotional materials.
7. **Other:** Items directly related to the success of the project but do not fit into above categories.
8. **Indirect Costs:** Applicants may include indirect costs of up to 10% of the total requested funds as part of the grant award or to help meet the cost share requirement. Applicants with a federally negotiated indirect cost rate agreement (NICRA), may elect to request their approved NICRA rate from Florida Humanities funds or include as cost share.

***** A full narrative description is required for each line item expense requested in grant funding or included in the estimated cost share.**

Ineligible Expenses and Activities:

Florida Humanities funds may not be used for the following expenses:

- Pre-award costs that are incurred or paid out before the contract start date
- Capital improvements, building construction, maintenance, restoration, renovation, or preservation
- Entertainment (i.e. dance or musical performances)
- Purchase of real property
- Refreshments (i.e. food and drink)
- Scholarships and awards
- Personnel time not directly related to the design and implementation of the project

Political Action and Advocacy:

While the humanities can be a vessel to bring the public together for timely and deep conversations, Florida Humanities is a nonpartisan organization. Applicants must be aware that funds for Broadcasting Hope Media Grants originate from the National Endowment for the Humanities and the following activities are prohibited under federal guidelines:

- promotion of a particular political, religious, or ideological point of view
- advocacy of a particular social or political action
- support or opposition of specific public policies or legislation
- lobbying

Required Support Materials:

The following forms and documents must be uploaded to complete the application process:

- **WORK PLAN:** Applicants must create and attach a month-by-month work plan that clearly details all project activities from pre-production to production, post-production, and promotional activities. Work plans must demonstrate careful attention to maintaining a schedule and hitting necessary benchmarks.
- **MEDIA SAMPLES:** Sponsoring organizations must submit at least one and no more than 3 samples of previous work. For Production awards, Florida Humanities would like to see a sample of work-in-progress for the proposed project. Samples must be submitted as links in the online application. Do not send originals via postal mail. Hard copy samples will not be reviewed or returned.
- **BUDGET FORM:** Download and complete the budget and budget summary form provided in the online application. **All applicants are REQUIRED to use the form provided.**
- **OPERATING BUDGET:** Applicant must attach a copy of the organization's current year operating budget. Must not exceed two pages.
- **SUPPORTING DOCUMENTS:** Support materials must include a copy of the NICRA agreement, if applicable. Additional support documents are optional but highly recommended. These may include: letters of commitment and resumes from key scholars/presenters; letters of support from partnering organizations; and any items that demonstrate past success. Up to three files may be uploaded, each of which may be multiple pages.

Reviewing and Submitting the Final Application

Before submitting your final application, please review your entire packet by clicking "Application Packet," to ensure all support documents have uploaded properly.

It is very important that applicants **review the Application Packet thoroughly** and make any changes before submitting. Once submitted, applicants will no longer be able to make any changes. The Application Packet should be saved as a pdf file and kept by you as your official copy of the final application.

Need help or have questions? We are here to 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. **Adherence to staff suggestions and comments does not guarantee funding.**

IMPORTANT: This application requires an **Access Code** in order to apply. After reviewing the guidelines, please email grants@flahum.org to schedule a meeting with Florida Humanities staff to discuss your project and to request an Access Code. **All email requests for an Access Code must be received by June 28** in order to be eligible for consideration. Please allow staff up to 3 business days to return your message. No access codes will be provided for requests received after June 28.

Organizations provided with an Access Code must submit a final application in the online application portal (floridahumanities.org/apply) by 12pm (EST) on Wednesday July 26, 2023 to be eligible for consideration.

