

2023 August - 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 attend or watch a webinar through GrantEd: Resources that Empower?*

Florida Humanities offers **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. <https://floridahumanities.org/grantee-resources/granted/>

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

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 Website Address:

Character Limit: 2000

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 a Unique Entity Identifier (SAM) for the sponsoring organization through the sam.gov website. The SAM replaced the DUNS number on April 4, 2022. Your organization's UEI will be no more than 12 alphanumeric characters.

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

Character Limit: 12

Sponsoring Organization Annual Budget:*

Character Limit: 20

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

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

Yes

No

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

State and Federal Representatives

State House District Number:*

Character Limit: 5

State House District Representative Name:*

Character Limit: 250

U.S. Congressional District Number:*

Character Limit: 5

U.S. Congressional District Representative Name:*

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

4. 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

5. 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

6. 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.

*****Click 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

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

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

Project Scholars and Presenters Form

Project Scholars/Presenters:

Complete **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 the Scholars and Presenters form. Form may be duplicated if needed and combined into one uploadable file.

Project Scholars and Presenters Form:*

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 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.

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