

English for Families 2024-2025

Florida Humanities

Project Title:

Project Name*

Please enter the title as Your Library Name- English for Families 2024-2025

Character Limit: 100

Sponsoring Organization:

Sponsoring Organization Information:

If approved, this is the name of the organization to which all funds would be made payable.

Sponsoring Organization Name:*

Character Limit: 250

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 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) Number:*

As of April 2022, the federal government has replaced the DUNS number with a **Unique Entity ID (SAM)** as the authoritative identifier for all organizations doing business with the federal government. As such, all applicants are required to have a Unique Entity ID in order to receive funding from Florida Humanities. Please note that organizations may obtain a Unique Entity ID without having to complete a full entity registration in SAM.gov and Florida Humanities does **NOT** require a full registration to receive funding.

Character Limit: 12

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

Choices

Yes
 No

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 Organization
- State or National Park

How did you head about this funding opportunity from Florida Humanities?*

Choices

- Returning Applicant
- Independent Research
- Referred by Colleague/Friend
- Referred by Florida Humanities Staff
- Florida Humanities Email
- Florida Humanities Social Media
- Florida Humanities Postal Mailing
- Conference, Webinar, or Workshop
- Other

Have you hosted English for Families programming before?*

Choices

- Yes
- No

Project Director:

Project Director Salutation*

Character Limit: 250

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 primarily through email. Please provide an email address the project director checks 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 personal or business number?

Choices

- Personal

Business

If other, please specify

Character Limit: 250

Federal Representatives:

U.S. Congressional District Number*

Florida currently has 28 U.S. Congressional Districts. [Click here](#) to find the elected official for your community.

Character Limit: 5

U.S. Congressional District Representative Name*

Character Limit: 250

Narrative:

Use the form fields below to answer each narrative question.

1. Program Need*

What is the need for English for Families programming in your community? Describe the community's demographics and branch(es) that will host the program.

Character Limit: 2000

2. Current Literacy Programming*

Describe current literacy programming offered by your library or library system. This may include youth, adult, and/or family programming. Include how many people are served by existing programs and the methods utilized to assess program effectiveness, such as surveys or program observation.

Character Limit: 3000

3. Key Personnel*

Identify your key program team members and their prior experience administering and/or facilitating literacy programming.

These members must include a library staff member or volunteer who will oversee program logistics and family recruitment and an instructor who will directly facilitate weekly programming. Describe additional staffing resources of the library or library system.

Character Limit: 2000

4. Program Publicity and Partnerships*

Describe your plans for publicizing the program and recruiting families for participation. Note any partnering community agencies and/or nonprofits that will assist with program publicity and family recruitment. Describe all community partners that will be committed to ensuring the program's success.

Character Limit: 2000

5. Program Format*

Please define your preferred program format (in-person or virtual) as well as the number of sessions to be held weekly (2 sessions weekly for 5 weeks or 1 session weekly for 10 weeks). If you plan to host programming virtually, please describe the technology available to host the program and the support tools and staff available to ensure participants' technology needs are met.

Character Limit: 2000

Budget and Cost Share:

Requests may not exceed \$8,000 and Florida Humanities funds may only be used for allowable expenses incurred during the project period.

Click here to download the fill-in budget form. The form includes spaces for requested funds and cost share. **This form is required to complete the application.**

Budget Form Upload*

File Size Limit: 2 MB

Supporting Documents:

Supporting documents:

All applicants are **required** to upload a CV or resume and a letter of commitment from the program instructor. Additional support documents are not required but may enhance your application.

These may include letters of support/commitment from community partners and publicity current literacy programs. Applicants may upload two additional support documents that may be multiple pages each.

Files may not exceed 1mb each.

REQUIRED: Support Document One - Program Instructor Letter of Commitment and Resume**File Size Limit: 1 MB***OPTIONAL: Support Document Two***File Size Limit: 1 MB***OPTIONAL: Support Document Three***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