

This application preview is for **reference only**. All grant applications must be submitted online at GeorgiaHumanities.org/grants.

Program Grant Application—Preview only

All program grant applications must be submitted online by **September 30, 2020, at 11:30p.m. EDT**. All application fields are required.

Is this a draft or final version of your application? DRAFT/FINAL

Is this a proposed project for the Digital Tour Initiative? YES/NO

Project Summary

Project title:

Response limited to 150 characters.

Please provide a brief overview of the proposed project.

Responses should be no longer than 3 sentences. Further information may be entered in the project narrative section of this application.

Grant Request:

The amount of funding requested should not exceed \$2,500.

Program Dates:

Approximate dates are acceptable.

Applicant Organization Information

Provide the contact information for the primary applicant organization below. This is the organization who will receive all grant payments and be responsible for all reporting requirements, if the grant is awarded.

Name:

Mailing Address:

Physical Address:

Required only if different than the organization's mailing address.

Phone:

Website:

Georgia County:

EIN:

Annual Operating Budget:

Georgia House District:

You can find this information at <http://www.house.ga.gov/mediaServices/en-US/FindYourLawmaker.aspx>

Georgia Senate District:

Updated August 31, 2020

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You can find this information at <http://www.senate.ga.gov/senators/en-US/FindyourLegislator.aspx>

U.S. Congressional District:

You can find this information at <https://www.house.gov/representatives/find-your-representative>

Briefly describe your organization’s mission. How does it connect to the mission of Georgia Humanities and the humanities disciplines?

Responses limited to 750 characters.

Project Personnel

Project Director

This individual will be considered the primary contact for all grant communications and is responsible, along with the Financial Officer (see below), for completing all required materials, including a final report.

Name:

Title + Affiliation:

Mailing Address:

Phone:

E-mail:

Financial Officer

This individual will be responsible for all of the project’s fiscal reporting, including the processing of grant payment requests. This individual cannot be the same as the Project Director.

Name:

Title + Affiliation:

Mailing Address:

Phone:

E-mail:

Project Narrative

This section of the application provides the opportunity to share more information about the proposed project.

Describe the project’s events and activities.

Please focus this description on the activities that will be supported directly by Georgia Humanities grant funds. Address the following questions: What is the need for this project? What activities and events will the project include? Are the project’s events and activities free and open to the public? Response limited to 4,500 characters.

Will the project’s audience incur any fees to participate in the events and activities proposed above?

If yes, detail all fees to be charged to participants below. Include the entity’s standard admission fees, if applicable.

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What is the project's COVID-19 contingency plan?

If the proposed project includes in-person activities and events, how will the project adapt/change course if public health circumstances pertaining to the COVID-19 pandemic make in-person activities impracticable? Can the project transition to a virtual or digital format? Has the project team explored other program format options? Responses limited to 2,000 characters.

How do the humanities inform this project?

Please identify the humanities disciplines central to this project. What questions or issues will your project address? What makes these questions significant at this moment? How will this project connect the research and knowledge of humanities scholars with the public? Responses limited to 2,500 characters.

Describe the intended audience(s) and desired audience reaction to this project.

Who is this project designed to reach? If your organization has an established audience base, how will this project attract new audiences? What do you hope the project's audience(s) will learn, experience, or gain as a result of this project? Responses limited to 2,500 characters.

Humanities Scholars

List the credentials and/or experience of the project's humanities scholar(s), including their name, position, and institutional affiliation (if applicable), a brief biography for each scholar, and the specific ways the scholar(s) will inform the project. Please do not exceed more than a paragraph for each scholar listed. Do not include resumes or CVs of the project's humanities scholar(s).

Publicity and Marketing

What are your plans to publicize and promote the project? How will the publicity and marketing plan help reach the project's desired audience(s)? Responses limited to 1,500 characters.

Timeline

Provide a timeline for your project, including planning, implementation, and post-program activities. Responses limited to 1,000 characters.

Evaluation and Outcomes

What are the goals and intended outcomes of this project? Describe the methods you will use to evaluate your project, and how you will determine if the project was successful. Responses limited to 1,500 characters.

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Project Budget – Grant Request

Identify the expenses for which you are requesting grant support, and provide a brief description (no more than one sentence) of the specific expenses that will be supported in each requested budget categories.

Type of Expense	Grant Request	Description
Honoraria/stipends	\$	
Transportation/travel	\$	
Publicity/marketing	\$	
Printing/duplication	\$	
Supplies	\$	
Facility/equipment rental	\$	
Paid vendors	\$	
Project staff/facility assistance/volunteers		

Project Budget – Cost-Share

Identify your project's cost-share totals below. Georgia Humanities requires that all grant funds be matched at least 1:1 through cash or in-kind sources (or a combination of both). Georgia Humanities acknowledges that amounts may be projections and subject to change at a later date.

Type of Expense	Cash Cost-Share	In-Kind Cost-Share	Description
Honoraria/stipends	\$	\$	
Transportation/travel	\$	\$	
Publicity/marketing	\$	\$	
Printing/duplication	\$	\$	
Supplies	\$	\$	
Facilities/equipment rental	\$	\$	
Paid vendors	\$	\$	
Project staff/facility assistance/volunteers	\$	\$	

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Application Submission

By submitting this application, I certify to the statements contained in the list of certifications and attest that the statements are true, complete, and accurate to the best of my knowledge. I agree to comply with any stated terms of this grant award. I am further aware that any false or fraudulent claims or statements could establish criminal, civil, or administrative penalties as stated in U.S. Code, Title 213, Section 1001. Certifications and Assurances, as well as general terms and requirements that apply to this grant award, [can be found online](#).

Electronic Signature

The application may be signed and submitted by the project director or the financial officer. It is the responsibility of the applicant organization to ensure the application is approved and submitted by an individual with the authority to do so on behalf of the applicant organization.

The applicant organization assumes all responsibilities as grantee. In signing and submitting a grant application, the applicant organization certifies that it will submit all required documents and reports on time. Recipients must certify their compliance with above named nondiscrimination statutes and affirm that they have not been disbarred or suspended from eligibility to receive these funds. By signing and submitting this application, the applicant organization is providing these certifications.

Name:

Organization:

Title (if applicable):

E-mail:

Electronic Signature:

Date: