Nevada Humanities FY2023 Project Grants to Support Public Humanities Projects
Frequently Asked Questions

Eligibility

Q: Are individuals eligible to apply for Nevada Humanities project grants?
A: No.

Q: How do I know if the humanities are central to my proposed project?
A: Nevada Humanities project grants (Major Project Grants, Mini-Grants, Planning Grants) support innovative humanities projects created primarily for Nevada audiences, or designed to enhance national or international understanding of Nevada issues, culture, and heritage. We especially encourage projects that will engage diverse audiences and participants. Humanities projects are dynamic and may take many forms, including media programs and documentaries, exhibitions, forums and discussions, public dialogue and conversation, workshops, research projects with public components, publications, educational initiatives and programs, and digital productions. Whatever their form, such projects draw upon the humanities, address important issues, and enrich the state's cultural life. They may explore topics as diverse as Nevada state and local history, traditional culture, civic engagement, oral history and community stories, jurisprudence, social justice, bridging cultures, Nevada's landscape and built environment, sense of place, and contemporary issues of concern to Nevadans.

Humanities projects are often produced by humanities organizations. A humanities organization has a mission explicitly connected to the humanities along with a track record of specifically working in the humanities, as opposed to a group that occasionally tackles or delves into humanities-based themes or activities. Humanities organizations include, but are not limited to, historical societies and heritage groups, historic homes and sites, archives, oral history programs, folklife organizations, tribal entities, cultural centers, museums, nonprofit libraries, literary organizations, nonprofit educational organizations, historic preservation groups, nonprofit media groups that report on culture, other cultural nonprofits with core missions or activities that center on developing and implementing public humanities programming. Nevada Humanities also strongly encourages partnerships that use the humanities to bridge different fields of inquiry such as history and the sciences or medicine and literature. Nevada Humanities will consider applications for funding from organizations in other fields or endeavors that also have the humanities as central to the project proposed for funding. Please describe your project as requested in the application and make your case.

Q: Is my arts organization eligible for a Nevada Humanities project grant?
A: Nevada Humanities project grant funding supports projects in which the humanities are central. Nevada Humanities will consider applications from arts organizations with projects that have humanities content as a central part of the proposed project. Solely arts focused organizations are encouraged to contact the Nevada Arts Council for information about grant funding opportunities provided by the Nevada Arts Council and the National Endowment for the Arts.

Q: Is my organization eligible if we also get funding from the Nevada Arts Council?
A: Organizations that apply for Nevada Arts Council funding are also eligible to apply for Nevada Humanities

project grants, however you may not have overlapping project costs with any other pending or approved application(s) for federal funding.

Q: Are social service organizations eligible for Nevada Humanities project grants?
A: Any federally recognized 501(c)(3) nonprofit organization, school, tribal, or governmental entity may be eligible if its proposed project has humanities content as a central part of the project.

Q: Is my organization eligible to apply for a Nevada Humanities project grant if my organization is not located in Nevada?
A: Nevada Humanities funds organizations and projects that primarily serve Nevadans and/or address Nevada-focused issues and topics. Applicants and their projects must either be located within the geographic boundary of the State of Nevada or engage in activities that are about and/or directly serve Nevadans.

Q: My organization already has an active project grant from Nevada Humanities and we are considering applying for additional project grants in the future. Is my organization eligible to apply for a Nevada Humanities project grant in FY2023?
A: All organizations are limited to two project grant type awards from Nevada Humanities in one fiscal year (November 1 – October 31). These may consist of no more than one Nevada Humanities Major Project Grant and one Mini-Grant or Planning Grant per fiscal year. If your organization received a project grant from Nevada Humanities in a previous fiscal year (prior to November 1, 2022), and is still eligible to apply for a Nevada Humanities grant, you may apply for Nevada Humanities project grant funds in the FY2023 cycle. We recognize that some organizations have requested extensions for their Periods of Performance for previously awarded grants in response to the COVID-19 pandemic and that these active grants may overlap. *Nevada Humanities ARP Relief and Recovery Grants* awarded in FY2022 are not to be included in the calculation of the number of grants received by an organization.

<u>Applying for a Grant</u>

Q: What kinds of project grants does Nevada Humanities offer?
A: Nevada Humanities awards matching project grants in three categories: Major Project Grants, Mini-Grants, and Planning Grants. These grants are awarded to 501(c)(3) nonprofit organizations, education institutions, and government and tribal entities to support the implementation of public humanities projects throughout Nevada.

> ***FY2023 Nevada Humanities Major Project Grants***
> Deadline: September 1, 2022
> Online Application Portal Opens: July 1, 2022
> Funding Level: Up to $7,500
> Period of Performance: November 1, 2022 – October 31, 2023
>
> ***FY2023 Nevada Humanities Mini-Grants***
> Deadline: Rolling; application must be submitted at least ten weeks before project's first public event
> Online Application Portal Opens: August 1, 2022
> Funding Level: Up to $2,000
> Period of Performance: Flexible; subject to award date and completion of project
>
> ***FY2022 Nevada Humanities Planning Grants***
> Deadline: Rolling

Online Application Portal Opens: August 1, 2022
Funding Level: Up to $1,000
Period of Performance: Flexible; subject to award date and completion of project

Q: What activities will Nevada Humanities project grants support?

A: Nevada Humanities project grants (Major Project Grants, Mini-Grants, Planning Grants) support innovative humanities projects created primarily for Nevada audiences, or designed to enhance national or international understanding of Nevada issues, culture, and heritage. We especially encourage projects that will engage diverse audiences and participants. Humanities projects are dynamic and may take many forms, including media programs and documentaries, exhibitions, forums and discussions, public dialogue and conversation, workshops, research or scholarly projects with public components, publications, educational initiatives and programs, and digital productions. Whatever their form, such projects draw upon the humanities, address important issues, and enrich the state's cultural life. They may explore topics as diverse as Nevada state and local history, traditional culture, civic engagement, oral history and community stories, jurisprudence, social justice, bridging cultures, Nevada's landscape and built environment, sense of place, and contemporary issues of concern to Nevadans.

Q: How do you define the humanities?

A: At Nevada Humanities, our emphasis is on the public humanities and we understand the humanities to be how people process, document, express, comprehend, and live the human experience, and that through the wide breadth of human learning, civic, social, and cultural activities, everyone participates in and has access to the humanities. While we value traditional academic humanities disciplines (such as linguistics, literature, history, jurisprudence, philosophy, archaeology, comparative religion and belief, ethics, the history, criticism and theory of the arts, etc.), we see the humanities as encompassing a wide range of activities and creative expressions that contribute to our individual and collective sense of being human. These include social and cultural traditions and practices, civic and community engagement, expressions of identity, our understanding of history, our worldview and sense of place, the consideration of the meaning of life and the reasons for our thoughts and actions, the examination of the values and principles that inform our laws and government, contextual and educational approaches to the creative process and the arts, and much more. Projects supported by Nevada Humanities project grants may utilize academic and/or public humanities tools and perspectives.

Q: What is a humanities scholar and why do I need to include the work of scholars in the planning of my project?

A: The humanities must be central to any successful grant proposal and humanities scholars must actively participate in the planning and implementation of the project. Humanities scholars strengthen a project by providing specialized knowledge and skills that encourage and facilitate the exploration of ideas and community dialog. Humanities scholars often have either formal academic backgrounds and credentials grounded in humanities disciplines, or expertise developed through professional training, experience, or immersion in a particular cultural tradition. We recognize that knowledge may be acquired differently in various cultures and value such diversity of experience as consistent with our understanding of the humanities.

Q: Does my organization need a DUNS number in order to apply?
A: No. On April 4, 2022, the unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID which is generated by SAM.gov. We no longer accept DUNS numbers with applications.

Q: Does my organization need a SAM Unique Entity ID number to apply?
A: Yes. All applicants must provide an active and valid SAM Unique Entity ID number when submitting their applications.

On April 4, 2022, the unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID which is generated by SAM.gov.

- The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov.
- As part of this transition, DUNS numbers have been removed from SAM.gov and are no longer in use.
- Entity registration, searching, and data entry in SAM.gov now require use of the new Unique Entity ID.
- Existing registered entities can find their Unique Entity ID by following the steps here.
- New entities can get their Unique Entity ID at SAM.gov and, if required, complete an entity registration.

For more information about this transition, visit SAM.gov or the Federal Service Desk, FSD.gov. You can search for help at FSD any time or request help from an FSD agent Monday – Friday 8 a.m. to 8 p.m. ET. If your organization was already registered with SAM, you may have been assigned a SAM Unique Entity ID number already. Visit SAM to find your organization's Unique Entity ID by following the steps here. If your organization does not already have a SAM Unique Entity ID number, it may take a few days to receive your number (demand has been high), so please anticipate this when submitting your application. Please allow plenty of time to process your request. There is no cost to register for the SAM federal program.

Q: Doesn't it take a long time to get a SAM Unique Entity ID number? What if we don't get it in time? A: It ordinarily takes two - seven business days to receive a SAM Unique Entity ID number, but we have heard that demand is currently high and that it may take longer than usual to process your request. Applicants must have a valid and active SAM Unique Entity ID number at the time that they submit their application. Please allow plenty of time to process your request. There is no cost to register for SAM federal program.

Q: If my organization does not have its own 501(c)(3) status, may we use a Fiscal Agent? A: Incorporated nonprofit organizations that have not received tax-exempt status through the Internal Revenue Service may apply using a Fiscal Agent with prior approval from Nevada Humanities. The Fiscal Agent is an incorporated, federal recognized 501(c)(3) nonprofit, tax-exempt organization that is eligible to apply for Nevada Humanities grants. The organizational mission of the Fiscal Agent must align with the content of the project identified in this application. If an organization intends to apply using a Fiscal Agent they must contact Nevada Humanities for approval prior to submitting a grant application. Applications submitted without this approval will not be considered for funding.

Q: Are matching funds required?
A: Yes. Nevada Humanities project grants are matching grants and require applicants to match awarded funds at a minimum of 1:1. Nevada Humanities grant funds may cover no more than 50% of the total cost of the project. At least 15% of the applicant's cost share must be cash contributions. The remainder may be met with cash contributions and in-kind donations of time and services.

Q: What is cost share?
A: Cost share is the portion of project costs not paid by federal funds during the grant period of performance. In short, more than one entity shares in the costs of the project with the grantor supplying some of the project funds and the grantee supplying the remainder of the project funds. Cost share funds may consist of applicant cash or third party in-kind contributions. This might include expenses not paid for by your Nevada Humanities project grant, including salary and benefits, facilities and other operating costs, and additional program costs leveraged by your grant. Note that you may not use federal funds as cost share.

Q: How do I handle the uncertainty of the COVID-19 pandemic when I am planning my project and creating

my application for funding?

A: Nevada Humanities recognizes that the COVID-19 worldwide pandemic is a rapidly unfolding and uncertain situation and that each organization will need to assess its own needs and capacities for managing these issues in the context of state and local regulations and community needs. The application narrative does ask you to address these issues and to describe your accommodations for the ongoing pandemic in your program planning. We ask that you anticipate possible scenarios.

Q: Am I required to submit my application online using Nevada Humanities' grant portal?
A: Yes. No hand-delivered, faxed, or emailed applications will be accepted.

Q: If my application is unsuccessful, may I reapply?

A: If your application is unsuccessful you may not reapply in the round of Nevada Humanities Major Project Grants with the September 1, 2022, deadline as Major Project Grants are only awarded once a year. If your Mini-Grant or a Planning Grant application is unsuccessful, you may re-apply in those categories since they have a rolling deadline and are awarded throughout the fiscal year. You may also be eligible to apply for other future rounds of Nevada Humanities project grant funding.

Q: Who can I reach out to if I need assistance with my grant application or with using the Foundant grant management system?
A: To request assistance with your application, contact Nevada Humanities' grant coordinator Bobbie Ann Howell at bahowell@nevadahumanities.org.

Grant Awards

Q: How are applications reviewed and evaluated?

A: Nevada Humanities project grant applications will be processed by Nevada Humanities staff and evaluated by a committee of the Nevada Humanities Board of Trustees and sometimes outside reviewers, which will make recommendations to the full Nevada Humanities Board of Trustees for approval. Applications will be evaluated in the context of the overall pool of requests, considering:

- Strength of the organization's public facing humanities programming
- Strength of the proposed humanities project, it's objectives, humanities content, and intended results
- The level of community need and benefit identified in the application
- Strength of service to underserved audiences and demographics
- The competency of the proposed communications and marketing strategies and their likelihood of success
- The competency of the proposed evaluation strategies
- The strength of key personnel, humanities scholars, and project partners involved in the project
- Demand and availability of funding
- Ability to ensure compliance with federal regulations guiding the use of federal funds

Q: Do we have to pay the grant money back?

A: No, not if you expend the funds fully and appropriately according to the budget and plan submitted with your application for funding and in compliance with federal regulations. Some grantees do not use all of their awarded grant funds, and in those cases those grantees are asked to return unused portions of their grants to Nevada Humanities.

Q: When will we be notified of our grant award?
A: FY2023 Major Project Grant awards will be announced in late October 2022. Mini-Grant and Planning

Grant awards are announced on a rolling basis.

Q: How will grant funds be delivered to our organization if our application is successful? A: If your grant request is successful, you may choose to have the funds deposited directly into your organizational bank account or to receive a check mailed via USPS. You will be able to select your preferred method of delivery when you complete your Nevada Humanities Grant Agreement and Nevada Humanities Cash Request Form. Project Grant recipients may request 90% of the awarded funds at the beginning of the project and the remaining 10% of the awarded funds at the end of the project along with the submission of the project's final report. Please note that the awarding and distribution of Nevada Humanities project grants is subject to availability of funds.

Q: How extensive is the reporting process associated with a Nevada Humanities project grant?
A: Organizations will be required to sign a Grant Agreement upon notification of funding. Funds will not be disbursed until a signed Grant Agreement is returned to Nevada Humanities. For recipients of Major Project Grants, a final report confirming and describing the use of funds will be due on or before January 31, 2023. Final reports for Mini-Grants and Planning Grants will be due 90 days after the date of the project's last public event. Final reports for Major Project Grants, Mini-Grants, and Planning Grants will include:

- Basic budget and narrative report describing the use, impact, and outcomes of Nevada Humanities project grant funds.
- Data including audience served, number and kinds of humanities programs implemented by the organization during the Period of Performance, number of people benefitting from Nevada Humanities project grant funds.
- Match and cost share leveraged by the funds awarded. Note that Nevada Humanities project grants are matching grants and grantees are required to document their match and cost share for the project.
- Certification of compliance with federal regulations governing the expenditure and use of federal funds.

We encourage you to write letters from your organization to Nevada's U.S. representatives and U.S. senators thanking them for supporting public funding to Nevada Humanities and your organization. These letters help raise awareness about your work and we hear frequently from public officials and their staff members about how much they love hearing from their constituents. Please note that writing these letters is optional, and we are suggesting that you provide messages of gratitude. We are not suggesting that you lobby or advocate for a particular political stance, for any ideology, or in support of specific legislation.

Q: What is a Desk Audit, and what does it mean if my organization is selected for a Desk Audit by Nevada Humanities?
A: Successful Nevada Humanities grantees are routinely chosen for Desk Audits by Nevada Humanities. Organizations selected for Desk Audits will be notified of their selection when the grant is awarded. These organizations will be required to provide evidence and source documentation for grant and cost share expenditures for the project. This will include documentation for cash expenditures and cash and in-kind cost share. Examples include, but are not limited to, copies of invoices, checks, emails, and noted calculations for values (such as in-kind amounts for donated time and services). Selected organizations will be asked to provide this information as part of the final report for their grant.

Q: Where can I learn more about my organization's responsibilities and compliance with the use of federal funds?
A: To learn more about the responsibilities of award recipients of federal funds visit the National Endowment for the Humanities here.