FY2024 Nevada Humanities Major Project Grants

Nevada Humanities

I. Instructions and Guidelines

To discuss your application or for technical assistance with the submission of your grant application, contact Nevada Humanities' grant coordinator, Bobbie Ann Howell, in our Las Vegas office at 702-800-4670 or via email at bahowell@nevadahumanities.org.

FY2024 Nevada Humanities Major Project Grants

Deadline: September 1, 2023
Online Application Portal Opens: July 15, 2023
Funding Level: Up to $7,500
Period of Performance: November 1, 2023 – October 31, 2024

Applications for Major Project Grants of up to $7,500 are due on September 1, 2023, and awarded once a year. Projects must take place between November 1, 2023 – October 31, 2024. Major Project Grants are normally awarded for projects that range from one to 12 months in length. The final report for Major Project Grants is due to Nevada Humanities on or before January 31, 2025.

FY2024 Nevada Humanities Mini-Grants

Deadline: Rolling; application must be submitted no less than ten weeks before project's first public event
Online Application Portal Opens: July 15, 2023
Online Application Portal Closes: July 30, 2024
Funding Level: Up to $2,000
Period of Performance: Flexible; projects must take place between November 1, 2023 - October 31, 2024, and be completed by October 31, 2024; period of performance is subject to award date and completion of project.

Applications for Mini-Grants of up to $2,000 may be submitted at any time during the fiscal year, but no less than **ten (10)** weeks in advance of the project's first proposed program dates. No projects will be funded after publicity materials have been released. Mini-Grants are designed to respond to year-round, immediate programmatic needs of Nevada cultural organizations. The application process, forms, and guidelines for Mini-Grants are the same as for Major Project Grants and Planning Grants.

The Period of Performance for Mini-Grants begins with the date of the grant award and ends on the date of the completion of the last public event or public component of the project.

Your project final report is due 90 days from the date of the last public event or public component of the project. For example, if your Mini-Grant is awarded on January 1, 2024, and your event takes place on March 1, 2024, your grant Period of Performance is January 1, 2024 - March 1, 2024. Your final report would be due on or before May 30, 2024.

FY2024 Nevada Humanities Planning Grants
Deadline: Rolling: application must be submitted no less than ten weeks before project's first planning event
Online Application Portal Opens: July 15, 2023
Online Application Portal Closes: July 30, 2024
Funding Level: Up to $1,000
Period of Performance: Flexible; projects must take place between November 1, 2023 - October 31, 2024, and be completed by October 31, 2024; period of performance is subject to award date and completion of project.

Planning Grant applications for up to $1,000 may be submitted at any time during the fiscal year. Planning Grants may be used to engage the services of a humanities scholar or consultant, to engage in strategic planning for humanities organizations and related to the humanities focus or content of an organization, to host planning meetings, or to facilitate the planning of a humanities project – usually with the goal of assisting an organization to prepare a larger Nevada Humanities Major Project Grant proposal. The application forms and guidelines for Planning Grants are the same as for Mini-Grants and Nevada Humanities Major Project Grants.

The Period of Performance for Planning Grants begins with the date of the grant award and ends on the date of the completion of the last public event or public component of the project. Your project final report is due 90 days from the date of the last public event or public component of the project. For example, if your Planning Grant is awarded on January 1, 2024, and your event takes place on March 1, 2024, your grant Period of Performance is January 1, 2024 - March 1, 2024. Your final report would be due on or before May 30, 2024.

All Nevada Humanities grants are awarded subject to the availability of funds. Review the FY2024 Nevada Humanities Project Grant Application Guidelines before starting and submitting your application. You are responsible for providing all of the required information when submitting your grant application. You will be required to input information from the FY2024 Nevada Humanities Grant Application Budget Form. You will then complete and upload your project budget in the appropriate section below and submit the required financial documents and support materials.

ApplicationApplication   Nevada Humanities

II. Applicant Organization

Project Director*

The project director is the individual responsible for the implementation of the project. The project director will be the liaison between the sponsoring organization and Nevada Humanities.

Character Limit: 50

Title*

Character Limit: 100

Complete Mailing Address

If different from the organizational address provided.

Character Limit: 200

Email Address*

Character Limit: 254

Work Phone*

Character Limit: 25

Cell Phone*

Character Limit: 25

Fax Number

Character Limit: 25

Fiscal Agent*

Is your organization requesting the use of a Fiscal Agent? Check the appropriate box below. If yes, the Fiscal Agent is the organization submitting the application and signing as the authorizing official. Note that you must have prior approval from Nevada Humanities to apply for a grant using a Fiscal Agent.

Choices

Yes
No

Authorizing Official

The authorizing official for nonprofit organizations is usually the executive director or board chair of the applicant organization. This person has the authority to commit funds on behalf of the applicant organization, to certify that the organization is in compliance with federal laws regarding nondiscrimination and fair labor standards, and that its employees have not been declared ineligible to participate in federally funded programs. The authorizing agent for

grants submitted by departments or programs in the Nevada System of Higher Education is the appropriate person assigned within the institution's office of sponsored projects.

Choices
Same as Above

Name
Character Limit: 100

Title
Character Limit: 100

Complete Mailing Address
If different from above.

Character Limit: 100

Email Address
Character Limit: 254

Work Phone
Character Limit: 25

Cell Phone
Character Limit: 25

Enter Your Organization's Federal Employer Identification Number (EIN)*
Character Limit: 25

Upload Your Nonprofit Determination Letter
Governmental and tribal agencies are not required to submit a nonprofit determination letter.

File Size Limit: 3 MB

In what year was your organization incorporated as a 501(c)(3)?*
Character Limit: 4

Enter Your Organization's Active SAM Unique Entity ID Number*
Your organization is required to have an active SAM Unique Identity number to receive funds from Nevada Humanities.

Character Limit: 12

Congressional District*
Identify the Congressional district for your primary business address. You can look up your Congressional district here.

Choices

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State Assembly District*

Identify the State Assembly district for your primary business address. You can look up your State Assembly district here.

Choices

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State Senate District*

Identify the State Senate district for your primary business address. You can look up your State Senate district here.

Choices

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County*

Identify the county for your primary business address. If you select "Other", please state your county in the text box provided below.

Choices

Carson City
Churchill
Clark
Douglas
Elko
Esmeralda
Eureka
Humboldt
Lander
Lincoln
Lyon
Mineral
Nye

Pershing
Storey
Washoe
White Pine
Other

Character Limit: 50

Primary Organization Type*

Choices
Archive
Arts 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 or 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
Public Library
Social Services or Health Organization
State or National Park
Not applicable
Other

If you selected "Other," please state your primary organization type in the text box provided below.
Character Limit: 50

Secondary Organization Type*

Choices
Archive
Arts 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 or 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
Public Library
Social Services or Health Organization
State or National Park
Not applicable
Other

If you selected "Other," please state your secondary organization type in the text box provided below.
Character Limit: 50

In the past ten years, has your organization received grant funding from Nevada Humanities?*

Choices
Yes
No

Audited Financial Statements and 990 Forms*

Select which audit and 990 forms you intend to submit below. You may select more than one. We ask that you provide the most recent copy of your organization's audited financial statements as supplemental material with your application. If your organization did not have an audit, then submit a copy of the latest IRS form 990, 990 EZ, or 990-N e-Postcard. Upload your documents below.

Choices
Audit
990
990 EZ
990-N e-Postcard

Upload a Copy of Your Organization's Most Recent Audited Financial Statements
File Size Limit: 5 MB

Upload a Copy of Your Organization's Most Recent IRS form 990, 990 EZ, or 990-N e-Postcard
File Size Limit: 5 MB

URL Link to Audit Documents
If you would like to submit your audit documents via a URL link, please provide it here. This is optional.

Character Limit: 2000

Single Audit*
Did your organization's most recent audit include a Single Audit? The Single Audit, Subpart F of the OMB Uniform Guidance, is a rigorous, organization-wide audit or examination of an entity that expends $750,000 or more of federal assistance received for its operations.

Choices
Yes
No

III. Project Information

Application Number*
Do not answer, for internal use only.

Character Limit: 100

Grant Type*
Select which type of Nevada Humanities grant you are applying for. You may not apply for a FY2024 Major Project Grant after the September 1, 2023 deadline has passed.

Choices
Major Project Grant (deadline September 1, 2023)
Mini-Grant (rolling deadline, but grant application period ends July 30, 2024)
Planning Grant (rolling deadline, but grant application period ends July 30, 2024)

Project Title*
Character Limit: 200

Brief Description of Project*
Character Limit: 500

List the Titles, Dates, and Locations of Project Events*
List all anticipated project events. If your project events are media programs or online, please list the program title, expected date of broadcast or publication, medium of broadcast or

publication (list all mediums, e.g. Facebook, radio broadcast, web site, etc.), and URL address if possible.

Character Limit: 1000

IV. Project Narrative

This is the core of your application. Please answer the following questions fully. Do not include web URL addresses as answers to the questions. Web pages are not accessible to the reviewers during the grant review process, and your application will be considered incomplete.

Applicant Organization*

Briefly summarize your organization's mission, history, past programming experience, and your current public humanities programming.

Character Limit: 1500

Project Summary*

Describe your proposed project, including specific activities being proposed (including format, dates, and locations), the project's objectives, the project's humanities content, and intended results.

Character Limit: 2500

Community Need and Benefit*

Describe how the proposed project addresses a specific community need and explain how the project will benefit your community.

Character Limit: 1500

Target Audience*

Describe your project's targeted audience. Have members of this audience been involved in the planning and implementation of the proposed project? If so, how?

Character Limit: 1500

Underserved Audiences*

Do you serve or are you led by members of communities traditionally under-resourced in the humanities? Please provide additional detail about how your project supports these communities and how members of these communities participate in your programming and planning.

Character Limit: 1500

Reach*

Please describe the communications and marketing strategies you will use to promote your project and reach your targeted audience.

Character Limit: 1500

Evaluation and Measurement*

Explain how you will evaluate your project and how you will measure your effectiveness in realizing your project's objectives. If you intend to use an audience survey, what specific types of information are you seeking to learn and how will this help to evaluate the success of your project?

Character Limit: 1500

Biographies of Key Personnel*

Provide brief biographies for the project director and key personnel involved in the project, detailing their roles in the project and their qualifications for performing these specific roles. Do not attach resumes or include web URL addresses as your answer to this question.

Character Limit: 2000

Biographies of Humanities Scholars*

Provide brief biographies for each humanities scholar involved in the project, detailing their roles in the project and their qualifications for performing these specific roles. Do not attach resumes or include web URL addresses as your answer to this question.

Character Limit: 2000

Project Partners*

If applicable, describe the involvement of individual and/or community partners in the planning and implementation of the project.

Character Limit: 1000

V. Project Budget

Download and complete the FY2024 Nevada Humanities Grant Application Budget Form as indicated. Completely fill out the template and then upload the completed form.

Grant Request Amount*

Enter the amount of your grant request. The maximum you may request for a Major Project Grant is $7,500. The maximum you may request for a Mini-Grant is $2,000. The maximum you may request for a Planning Grant is $1,000.

Character Limit: 20

Cost Share*

Enter the total anticipated cost share as entered in your budget form.

Character Limit: 20

Total Cost of Project*

Enter the total cost of your project including cost share and the grant request amount.

Character Limit: 20

Upload Your Completed FY2024 Nevada Humanities Grant Application Budget Form Here*
File Size Limit: 5 MB

VI. Supplemental Materials

Optional Supplemental Materials

You may submit up to three letters of support from co-sponsoring organizations or project partners, or other pertinent information such as promotional materials or work samples. Submission of these materials is optional, but can be a very useful way to strengthen the quality of a proposal. Please do not attach lengthy resumes. Biographical information should be included in the narrative section of the proposal above.

Character Limit: 250 | File Size Limit: 3 MB

File Size Limit: 2 MB

File Size Limit: 2 MB

VII. Certification

Certification*

Does the applicant organization comply fully with federal legislation in the following matters:

  a. it does not discriminate on the basis of race, color, national origin, sex, age or handicap;

  b. it complies with federal fair labor standards;

  c. it is not delinquent on federal debt;

  d. neither it nor its principles have been suspended, debarred, or declared ineligible from participation in a transaction with a federal department or agency; and

  e. it will be compliant with federal and Nevada humanities guidelines outlining the use of grant funds.

By selecting yes below, you certify that the organization is fully compliant in the matters listed above. If your answer is no, the organization is ineligible for funding.

Choices
Yes
No

Read this statement and check the box below if you agree to comply with this statement.*

Upon submission of this application we understand that all funded projects will be required to adhere to the funded project guidelines and requirements, which include compliance with federal guidelines and acknowledgement credits to Nevada Humanities and the National Endowment for the Humanities.

Choices

Yes

Entering the full name of the Authorizing Official below constitutes a digital signature. The signatory must be an officer of the applicant organization who is authorized to submit this application for funding. By signing below you certify that the information on this application is complete and accurate.

Authorizing Official Name*

Character Limit: 100

Authorizing Official Title*

Character Limit: 100

Certification Date*

Character Limit: 10