



2023 YOUTH IN THE HUMANITIES: Application Questions

All HumanitiesDC grant applications are completed and submitted via our online grant portal, which can be accessed at <http://grantapplication.wdchumanities.org>. For your reference, the application questions are provided below.

How did you learn about this grant opportunity?

- HumanitiesDC website
- HumanitiesDC newsletter
- HumanitiesDC social media
- Friends/colleagues
- Email listserv
- Other

If you selected "Email listserv" or "Other", please specify here:

Name of Project:

Amount Requested: \$

Demographic Information

Your responses to the following demographic questions will help HumanitiesDC understand who we are reaching through our grantmaking.

Age

What is the age range of your target audience? (select all that apply)

- 0-17
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+

Race and Ethnicity of Target Audience

Please select all that apply.

- American Indian, Alaska Native, or Indigenous Asian or Asian American
- Black, African, or African American Hispanic, Latino/a/x, or Latin American Middle Eastern or North African Multiracial or Multi-ethnic
- Native Hawaiian or Pacific Islander
- White or European descent
- Prefer not to answer
- Race or ethnicity not included above

If you selected "Race or ethnicity not included above", please specify here:

Applicant Location

Please indicate the Washington, DC Ward in which you are based. Eligibility is restricted to applicants with a Washington, DC address.

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 8

Ward(s) Served

Please indicate which Washington, DC Wards will primarily benefit from the project. You can select more than one ward, if applicable.

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 8

Which humanities discipline will your project explore? You may list secondary disciplines in the narrative of the application.

- Anthropology
- Archaeology
- Art History/Criticism/Appreciation
- Comparative Religion
- Ethics
- History
- Jurisprudence
- Language
- Linguistics
- Literature
- Philosophy
- Preservation

APPLICANT INFORMATION

Please note that the information entered in this section should describe the applicant associated with the grants portal account you are using to complete and submit the application.

Organization Profile

Please describe the history of the applicant organization (including the year founded and by whom), how this grant will support its overall mission and goals, and how the organization fits the definition of a “humanities-focused” organization as defined in the RFP. Additionally, please also explain how your organization uses the humanities as a tool to help young people, ages 11 to 19, explore issues that they identify as important to themselves and their communities. [Character Limit: 2000]

Annual Budget

Please enter your budget for the previous fiscal year:

Number of Full-time Employees

Please enter the number of Full-time employees who work for your organization at least 20 weeks out of the year. Applicant organizations with 15 or more employees or proposing a public event must comply with specific guidelines set forth by the Americans with Disabilities Act (ADA). Relevant questions will appear below, if applicable.

Unique Entity Identifier (UEI)

Please enter your UEI for reporting purposes.

Project Director

Project Director Name:

Will this person be the primary contact for the grant?

- Yes
- No

Project Director Address

Project Director Email

Project Director Phone Number

Project Director Resume

File Size Limit: 2 MB

Prior Work

Please describe prior work experience that is relevant to your current proposal. You are also able to attach specific examples of your work experience.

Character Limit: 1000 | File Size Limit: 5 MB

PROJECT NARRATIVE

The totality of your responses to the questions in this section should provide a full picture of how your project will be successfully developed and implemented.

Description of Activities

Describe your strategic goals for the year, and how your use of the grant funds would support those goals. Note that this is a General Operating Support grant, so while you may choose to use these funds for a specific project, that is not expected or required. [Character Limit: 3000]

Key Personnel

Please identify your organization's leadership team by name and title and describe their role in the organization. Specify the primary contact for the grant. [Character Limit: 1500]

Measuring Success

Describe your desired goals or impact for this funding. How will you assess whether you have met your desired goals or achieved the desired impact? Identify any data collection and feedback methods you will use, such as: surveys, focus groups, tracking attendance, etc. [Character Limit: 2000]

BUDGET

Budget Form

The Budget Table must be filled out and submitted as part of the application. Please enter in your estimates for each budget category, accounting for funds from HumanitiesDC and – if applicable – external sources (cost share – cash and in-kind). Don't forget to save your work. Matching funds are not

required for this grant. Notes or supporting information about the budget may be added in the next section – “Budget Narrative.”

Budget Narrative

Provide a narrative description of how the funds listed in each category of the Project Budget Sheet will be directed. The narrative should be a detailed breakdown of the funds expended in each budget category outlined in the Budget Table. [Character Limit: 1500]

APPENDIX

If you have additional documents which can support your proposal – such as program participant resumes, participant letters of commitment, brochures, photos, site/venue agreements – please upload those here. Any uploaded documents should be referenced in the relevant section of the proposal narrative.

You may type this information in, cut and paste it from another document or upload a document file into the space below using your browser. If you have more than 5 files to upload (i.e. several resumes), please combine several documents into one file and upload that file as one document.
[Character Limit: 4000 | File Size Limit: 3 MB per file]

ACCESSIBILITY

(For applicant organizations with 15 or more employees and organizations proposing a public event)
Your responses will be used to ensure compliance and will not be scored by the evaluation panel.

For more information, applicants may access the complete text of the ADA here:

<https://www.law.cornell.edu/uscode/text/42/12101>. Note that neither HumanitiesDC or the District of Columbia government represent that this link leads to the latest version of the subject law.

Accessibility Plan Please describe your organization's process for formulating accessibility plans (e.g. creating an accessibility advisory committee, board and staff disability rights training, budgeting for reasonable accommodation requests, etc.). In addition to detailed plans for its compliance with the Americans with Disabilities Act (ADA) (42 U.S.C § § 12101 et seq.), each applicant must demonstrate how the project will be inclusive, diverse, equitable and accessible throughout the District of Columbia, beyond participants with disabilities.

Successful applications will consider a broad definition of “accessibility” by addressing financial, geographic, demographic, cultural and developmental access. For more information, applicants may access the complete text of the ADA here: <https://www.law.cornell.edu/uscode/text/42/12101>. Note that neither HumanitiesDC nor the District of Columbia government represent that this link leads to the latest version of the subject law. [Character Limit: 3000]

Current Accessibility Status Describe the current process/status of an organization’s physical accessibility. If the location is not barrier-free, include a plan for project modification that ensures access in a barrier-free environment, when needed. [Character Limit: 3000]

Accessibility for presentations Describe the organization's current progress/status of accessibility in presenting activities – communications access (e.g. TDD, large print, or brail materials; audio description or assistive listening devices, ASL interpreted programs, etc.) and marketing/advertising. [Character Limit: 3000]

LEGAL COMPLIANCE, CERTIFICATION, AND SIGNATURE

Entering your information below indicates that the statements contained in this application are true and

correct to the best of your knowledge and belief. Your entered name also certifies that the Sponsoring Organization is in compliance with:

- Eligibility requirements outlined in the applicable Request for Proposals for this grant program
- Title VI of the Civil Rights Act of 1964;
- Title VII of the Civil Rights Act of 1964;
- Title IX of the Education Amendments of 1972;
- Section 504 of the Rehabilitation Act of 1973;
- the Americans with Disabilities Act;
- the Age Discrimination Act of 1973;
- the Labor Standards under Sections 5(i) and 7(g) of the National Foundation of the Arts and Humanities Act of 1965;
- and the regulations issued pursuant thereto by the National Endowment for the Humanities (Code of Federal Regulations, Title 45, Chapter XI).

Please Note: By entering data into the next three (3) fields calling for insertion of your Name, Title, and Date, you are:

1. representing that you are an officer or other agent for the applicant Grantee duly authorized to enter into legally binding agreements on behalf of the Grantee
2. agreeing to submit this grant application in an electronic form on behalf of the Grantee which shall be bound by its contents as an electronic transaction
3. agreeing that your insertion of data into these following fields constitutes an electronic signature.

The entered name also certifies the sponsoring organization or individual applicant is not debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs in violation of the regulations implementing Executive Order 12549 "Debarment and Suspension."

Authorized Signature

Title

Date