



HumanitiesDC

HISTORY
LITERATURE
LANGUAGES
ETHICS
PHILOSOPHY
ARTS APPRECIATION

COMMUNITY CULTURE AND HERITAGE WORKSHOP – JANUARY 2024

Outline

- Intro to HumanitiesDC
- Community Culture & Heritage Grant Program:
 - Purpose
 - Details and requirements
- Brief introductions to you and your projects
- Components of a successful application & common issues
- Reviewing the application
- Q&A

Who We Are



Leah Gage
Community Grants Manager

- Oversees HumanitiesDC's grants portfolios;
- Main point of contact for Community Culture & Heritage Grants

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HumanitiesDC: What we do

- HumanitiesDC “helps all Washingtonians, and others connected to the District of Columbia, deepen their relationships with the city and each other through the sharing of unique and universal stories, the fostering of intellectual stimulation, and the promotion of cross-cultural understanding”
- To help fulfill this mission: “community-informed grantmaking to invest in local scholars, experts, and organizations, as well as engaging all residents through partnership-based public programming”
- In 2024 we expect to award \$1 million in grant funding across six programs
- Cycle I: opened December 11, 2023, closes February 20, 2024
- Cycle II: opens March 4, 2024, closes May 1, 2024

What are the Humanities?

Human stories allow us to navigate the complexities of our past, present, and future. The humanities help us learn from history and literature, empathize through language and comparative religion, and challenge our assumptions with philosophy and ethics. They are a compass for interpreting what humans make and exploring what makes us human.

- They help us understand...
 - Our story's past: history, anthropology, archaeology;
 - Our story's expressions: literature, linguistics, languages, arts history/theory/criticism;
 - Our story's values: ethics, philosophy, comparative religion, law.

Community Culture & Heritage Grant Program

- Empower grassroots experts, expand support for the humanities beyond academia and formal scholarship
- Provide resources to residents and community organizations to give public voice to stories and narratives that interest and represent them
- Document and preserve the history and culture of DC
- Highlight untold or forgotten aspects of DC's history and culture
- Possible projects include written publications, multimedia (video, audio), websites, lesson plans, installations and exhibits. A final product should be complete by end of the grant period.

2023 CCH Project Examples

Washington Women in Jazz Archives:
Washington Women in Jazz founder Amy K Bormet used a CCH grant to archive audio interviews, footage from performances, and other ephemera on the WWJF website.



Artistas in the Capital: Hola Cultura launched a new podcast highlighting the world of DC Latinx and Latine artists.

Who you are

- 30 seconds – name and organization affiliation (if any)
- Share out using your microphone or in the chat
- Tell us a bit about your proposed project.

Grant Details

- Up to \$10,000
- Project period: May 1, 2024 to April 30, 2025
- Eligibility requirements: open to DC-based individuals, community groups (with one individual as primary grantee and point of contact), and non-profit organizations
- Individuals may choose to apply with a fiscal sponsor, but fiscal sponsors are not required.
- Approximately 9 awards available in 2024. In 2023, 29% of eligible applications received funding.

Grantee Requirements

- Grantees submit 2 reports:
 - Interim report due October 15, 2024
 - Final report due May 30, 2025
- Final report includes documentation of all grant expenditures and project evaluation
- Participation in 2025 Community Showcase



Allowable/Unallowable Expenses




100% of awarded grant funds must be applied to direct program costs

The grant can fund...

- Project supplies and equipment
- Virtual or in-person spaces for public events
- Honoraria, wages, and stipends
- Project transportation
- Project publicity and promotion

The grant cannot fund...

- Indirect costs such as rent or utilities
 - General office supplies
 - Food, refreshments, hospitality or parties
 - Costs related to fundraising
 - Re-granting
 - Funding to government agencies
 - Expenses unrelated to the execution of the project
 - any non-program-related costs
- 

Opportunity for Q & A

Components of Successful Applications

- **Humanities focus:** Project utilizes humanities to publicly explore human stories, culture, and experiences.
- Scholar or community expert is **identified** and **expertise is relevant** to the project, their role is clear
- Project narrative is **detailed** – assume the reviewers know nothing about your project or topic area
- Timeline is realistic, within the grant period, and contains **specific dates and clear steps** toward completion
- Community partners are identified; applicant articulates **how community members will strengthen** the project.
- Outreach plans identify **targets**, plans to conduct public outreach or seek public input are clearly outlined.



Common Application Issues

- Key personnel not specifically identified
- Humanities scholar is not identified or their relevancy to the project is unclear
- Project narrative does not provide enough detail
- Timeline is not specific, does not fit within grant period
- Community collaboration info is not specific – partners are not identified, or how they will contribute is not clearly explained
- Budget line items not justified clearly in the budget narrative

Weighted Review Criteria

Capacity and Key Personnel (30% of total score)

- Project Director has the experience and expertise necessary to bring the project to completion.
- The Humanities Scholar or Community Expert has relevant qualifications for the proposed project. Their role is clearly defined and lends legitimacy or intellectual authority to the project.
- Other team members and collaborators are clearly identified and explained as necessary.

Project description, feasibility, timeline, and goals (40% of score)

- The applicant has provided a clear and detailed description of the proposed project and its activities.
- The audience's experience of and participation in the project is explained.
- The timeline is within the grant period and is feasible.
- Achievable goals or impacts are described, and the applicant has a clear plan for assessing the project's success.

Weighted Review Criteria

Community Collaboration (20% of total score)

- The proposal described an effective plan for reaching and engaging the project's target audience.
- The project will be inclusive, diverse, equitable, and accessible (defined broadly to include financial, geographic, demographic, cultural and developmental accessibility); explanations for exceptions to this expectation are provided.

Budget (10% of total score)

- The applicant clearly describes how funds will be used, and all expenses are directly tied to the proposed project activities.
- Budgeted expenses are allowable.

Application questions to review

[Link to Foundant Instructions for creating an account](#)

- **Individual vs. Organizational applicant:** should match the registration; UEI required for organizations (see FAQ); fiscal sponsors submit and sign the application; share your motivations in the individual statement of interest
- **Project Director:** will likely match the individual grantee info, or be the primary point person in an organization to lead project activities. Should demonstrate relevant experience needed to direct the project.
- **Key personnel:** provide details that demonstrate team members have relevant experience to contribute to the project
- **Scholar:** must be identified in advance, and resume should show relevant expertise related to the project
- **Project narrative:** be as detailed in the Project Summary, Description of Activities, and Timeline as possible. Assume the reader knows nothing about you or your proposed topic areas. Explain why your project focuses on the chosen humanities disciplines

Application questions to review

- **Community collaboration:** be as specific as possible. Successful applications identify the community partners with whom they plan to engage and offer explanations of how this collaboration will strengthen their projects. Partnerships need not be underway, but the more details the better.
- **Budget & narrative:** specific and detailed, a clear budget will show the reviewers that you know what you need to complete this project; narrative should explain expenses in detail
- **Accessibility:** required for organizations of 15+ employees and/or public events

Opportunity for Q & A



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