2026 Visions - Projects & Events Grant

Humanities DC

Review Process

HumanitiesDC engages external grant reviewers to decide how our funding is allocated. 100% of HumanitiesDC's grant reviewers are community-based humanities experts who apply to join our process each year. Reviewers thoroughly evaluate up to 15 proposals over 2-3 weeks and participate in approximately 5 hours of meetings. Reviewers receive a $125 honorarium for each cycle they complete. (You can learn more about our review process here.)

Eligible applicants will be notified of funding decisions approximately 10 weeks after the application deadline.

Review criteria and weighting information is included above each relevant section of the application below.

Reviewers do not see the contact information of personnel, proof of age/residency for sponsored entities, or the fiscal sponsor letter of confirmation. They also do not see responses in the *ADA Compliance* section.

Organizational Applicant Information

How did you learn about this grant opportunity?*
Choices
HumanitiesDC newsletter/email
Friends/colleagues or word of mouth
HumanitiesDC social media
HumanitiesDC website
Other organization's newsletter/email
Eventbrite
Other (please specify)

If you selected "Other" above, please specify
Character Limit: 250

Organization Profile*
In this section, share the following:

- Organization's official Mission Statement

- A brief history of the organization and its founding

- How this project will support the organization's mission and goals

Character Limit: 10000

"Foreign" Entity Registration (if applicable)

If your organization is a "foreign" entity (incorporated in another state outside of DC), upload the DC registration here. If your organization is incorporated in DC, you do not have to upload anything here.

File Size Limit: 5 MB

Annual Budget*

Enter your organization's budget for the previous fiscal year.

Character Limit: 20

Number of Full-time Employees*

Enter the number of FTEs who work for your organization at least 20 weeks out of the year. Organizational applicants with 15 or more employees and/or are 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.

Character Limit: 5

Applicant Location*

Indicate the Washington, DC Ward in which your organization is based. Eligibility is restricted to organizations with a Washington, DC address.

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

Previous HumanitiesDC Grant Experience (optional)

If this organization has previously received funding from HumanitiesDC, share information about the previously funded project(s), including how HumanitiesDC grant funds were utilized. This information is not shared with reviewers and will have no impact on the application score.

Character Limit: 3000

Is this organization serving as the fiscal sponsor for an organization/individual?*

Individuals and community organizations without 501c3 non-profit status may apply through a nonprofit serving as a fiscal sponsor, provided that the fiscal sponsor meets the eligibility requirements of this RFP.

A fiscal sponsor is a nonprofit organization that takes on all financial and legal obligations of the grant award. Fiscal sponsors may support no more than three grants at a time. Applicants applying through fiscal sponsors must use the fiscal sponsor's organization account within the HumanitiesDC grants portal to submit their application. If the fiscal sponsor does not have an account, an authorized official from the fiscal sponsor organization must create one.

Choices
Yes
No

Fiscal Sponsor Information

Sponsored Organization/Individual Name*
If you are serving as a fiscal sponsor, state the name of the organization or individual you are sponsoring (also known in this application as the "sponsored organization/individual").

Please note that the sponsored organization/individual must meet all eligibility requirements noted in this RFP - except for the 501(c)(3) requirement. For example, sponsored entities must be located in DC and cannot owe taxes to the DC government.

Character Limit: 50

Sponsored Organization/Individual Address*
If you are serving as a fiscal sponsor, enter the address of the sponsored organization/individual. A DC address is required.

Character Limit: 50

Sponsored Organization/Individual Ward*
If you are serving as a fiscal sponsor, select the Ward in which the sponsored organization/individual is based.

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

Sponsored individual - proof of age (at least 18) and DC residency
If the sponsored entity is an individual, provide current proof of age and residency. If DC driver's license or DC residency ID is not available, submit an alternative document for proof of age (i.e., passport) and an alternative proof of residency (i.e. utility bill or bank statement). Combine these documents into one file to upload.

File Size Limit: 5 MB

Fiscal Sponsor Letter of Confirmation*

Upload a letter or signed statement from the fiscal sponsor confirming the organization's role and commitment to assuming fiduciary responsibility as the grantee. The letter should include:

- The name of the fiscal sponsor
- The name of the applicant
- The fiscal sponsor's EIN (the Federal Tax Identification Number)
- Signature of the fiscal sponsor contact

A template is available here: Fiscal Sponsor Letter Template

File Size Limit: 5 MB

Project Description, Feasibility, and Timeline

Project Description, Feasibility, and Timeline (25% of total score)
Reviewers will consider the following when scoring this section of the application:

- *The applicant has provided a clear and detailed description of the proposed project and its activities.*
- *The timeline is within the grant period and feasible.*
- *There is a clear connection to the humanities.*
- *Achievable goals or impacts are described, and the applicant has a clear plan for assessing the project success.*

Project Name*

Name of Project

Character Limit: 100

Amount Requested*

Amount Requested (Up to $25,000)

Character Limit: 20

Humanities Discipline*

Which humanities discipline(s) will your project explore?

Choices

Anthropology
Archaeology
Art History/Criticism/Appreciation
Comparative Religion

Ethics
History
Jurisprudence
Language
Linguistics
Literature
Philosophy
Preservation

Project Type*

This project is a (select all that apply):

Choices
Conference
Documentary Film
Event
Festival
Gathering
Meeting
Multimedia, including short videos or podcasts
Research/Publication
Other

If you selected "Other" above, briefly describe the type of project you are proposing.

Character Limit: 250

Project Summary*

Write a brief 3-sentence summary of your project to introduce it to reviewers.

Character Limit: 750

Description of Activities*

Provide a clear and detailed description of the proposed project and its activities, as well as any activities not directly funded by but still made possible because of this grant.

Character Limit: 10000

Timeline*

Provide a timeline for your proposed project, including relevant dates and milestones, that illustrates how you will successfully carry out the project during the grant period (May 1, 2026 - April 30, 2027). Be as detailed as possible.

Character Limit: 10000

You may upload a visual representation of your timeline. (optional)

File Size Limit: 2 MB

Connection to the Humanities*

Describe how your project will connect to and utilize the humanities discipline(s) you selected above. In your response, consider the following questions (you do not need to address all of them):

- How will you use the humanities to support DC residents' efforts to explore and navigate the history, culture, relationships and topics that shape our community?

- Why did you choose to explore these humanities disciplines?

- How do the humanities help you or your project ask or answer big questions that help us understand our world?

- How do the humanities enable your project to make connections or build empathy across communities?

- How will the humanities allow your project to challenge assumptions about DC or its residents?

- Additional connections or contributions to the discipline

Character Limit: 5400

Measuring Success*

Describe your desired goals or impact for this project. How will you assess whether you have met the 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: 5400

Connection to DC

Connection to DC (25% of total score)

Reviewers will consider the following when scoring this section of the application:

- *The applicant demonstrates the project's significance to the DC community. There is a strong thematic connection to Washington, DC broadly, or specific DC-based communities, neighborhoods, or stories.*

Connection to DC*

Describe how and why this project is significant to the DC community. Consider whether your project uncovers an untold story, takes a unique or innovative approach, engages an underserved or unrepresented community, or other relevant aspects of your project that are important to showcase. You may connect it to the entire city or to specific communities, neighborhoods, or stories.

Character Limit: 10000

Public Engagement

Public Engagement (25% of total score)

Reviewers will consider the following when scoring this section of the application:

- *There is a clear and 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); if a project is geared more for a particular demographic rather than the general public, this reasoning is clearly explained.*

Target Audience 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)

Choices

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

Race and Ethnicity of Target Audience*

Select all that apply:

Choices

General Population
American Indian, Alaska Native, or Indigenous
Asian or Asian American
Black or African American
Hispanic, Latino/a/e/x, or Latin American
Multiracial or Multiethnic
Native Hawaiian or Pacific Islander
White
Race or ethnicity not included above
Prefer not to answer

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

Character Limit: 100

Ward(s) Served*

Indicate which Washington, DC Wards will <u>primarily</u> benefit from the project. You can select more than one Ward.

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

Outreach Strategy*

Describe your plan for reaching and engaging the project's target audience. How will you ensure that the public is aware of your project? How will you encourage participation? Examples include collaborations with community partners, requests for community input, or marketing and communication strategies. If you plan partner with others to support your outreach, describe them here and the nature of your proposed collaboration.

Character Limit: 10000

Inclusion and Accessibility*

Describe how your project will be inclusive, diverse, equitable, and accessible to the public. Examples may include free or discounted entry to events, use of locations accessible by public transportation, or employment of special accommodations for guests and participants. Successful applications will consider a broad definition of "accessibility", such as financial, geographic, demographic, cultural, and/or developmental access.

Projects may be geared more for a particular demographic rather than the general public. If this is the case, the reasoning is clearly explained.

Character Limit: 3600

Documentaries

Documentary Film Project Description*

Provide a synopsis of the specific story your project will tell and why this story is important. Note how many minutes/hours long you expect your film to be.

Character Limit: 3600

Film Availability*

Describe how you will ensure that the completed film is available for non-commercial, educational use. Include any film screenings, focus groups, or other film-related programming, and how you will evaluate the public programming.

Character Limit: 3600

Film Reel (optional)

If you want to share a reel of any prior work that demonstrates your experience-level and expertise, you may provide a URL and/or uploaded reel.

Character Limit: 3600 | File Size Limit: 5 MB

Capacity and Personnel

Capacity and Personnel (15% of total score)
Reviewers will consider the following when reviewing this section of the application:

- *The Project Director is capable of directing the project, as demonstrated by experience and how their role is defined in the application.*

- *The Humanities Scholar or Community Expert has relevant qualifications for the proposed project, and their role is clearly defined and lends legitimacy or intellectual authority to the project.*

- *If other team members and collaborators are identified, their roles in different aspects of the project's planning, development, and/or implementation are explained.*

Project Director Name*

Character Limit: 250

Project Director Preferred Pronouns (optional)

Character Limit: 20

Will this person be the primary contact for the grant?

Choices
Yes
No

Project Director Address*

Character Limit: 250

Project Director City*

Character Limit: 250

Project Director State*
Character Limit: 250

Project Director Postal Code*
Character Limit: 250

Project Director Email Address*
Character Limit: 254

Project Director Phone Number*
Character Limit: 250

Project Director Resume (optional)
File Size Limit: 2 MB

Project Director Description*
Explain why the proposed Project Director is capable of directing the project, as demonstrated by experience and how their role is defined. Feel free to mention relevant prior work, as well as connections to the topic area.

You are also invited to attach examples to demonstrate past work experience.
Character Limit: 5400 | File Size Limit: 5 MB

Team Members and Collaborators
If applicable, describe the other team members who will ensure the success of your project along with the Project Director. Identify each team member by name and title and describe the role each person will play.

Also, if the project director will not serve as the primary contact for HumanitiesDC, specify who will serve in that role.
Character Limit: 5400

Humanities Scholar
Your project must include a scholar or expert to contribute their expertise in humanities content and methods to the project design, implementation, and/or evaluation. Humanities scholars may have formal training and academic experience in the humanities, and/or lived experience through their personal or community heritage as a culture bearer, public practitioner, or community historian.

Humanities Scholar Name*
Character Limit: 100

Humanities Scholar Preferred Pronouns (optional)
Character Limit: 20

Humanities Scholar Professional Affiliation (if applicable)

Character Limit: 100

Humanities Scholar Email Address*

Character Limit: 100

Humanities Scholar Resume (optional)

You may also upload a biography or work example to demonstrate the individual's connection to the project.

File Size Limit: 3 MB

Humanities Scholar*

Describe your humanities scholar's relevant qualifications for the proposed project. Define their role and how they will lend legitimacy or intellectual authority to the project.

Character Limit: 3600

Budget

Budget (10% of total score)
Reviewers will consider the following when scoring this section:

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

- *Budgeted expenses are allowable. (Unallowable expenses include an organization's general operation expenses, food and beverages, tuition and scholarships, debt reduction, re-granting or sub-granting, costs related to fundraisers or lobbying, funding to foreign or domestic government agencies, and any other expenses unrelated to the direct execution of the project. If the applicant is using a fiscal sponsor: no more than 10% of the grant can go to the fiscal sponsor.)*

Budget Table

- The Budget Table must be filled out and submitted as part of the application. Enter your estimates for each budget category, accounting for funds from HumanitiesDC. You do not have to have a dollar amount in every category.

- In the Cost Share column, you may add additional amounts from other funding sources to cover expenses necessary to complete the project that are not fully covered by the grant amount. Matching funds are not required for this grant.

CATEGORY	HumanitiesDC Grant Funds	Cost Share (you may list other sources of funding here, not required)
Honoraria		
Salary/wages		
Travel		
Supplies		
Publicity, promotion, printing		
Facilities rental		
Evaluation		
Other (specify in budget narrative)		
TOTAL (automatic)		

Budget Narrative*

Clearly describe how ALL funds that are listed in the Budget Table will be used. Please do not have contingency/unplanned/unexplained expenses in any budget category, including under "Other". Ensure that all expenses are directly tied to the proposed project activities, and that all expenses are allowable.

Lump sums and/or calculations are allowed. Be as specific as possible. Ex) $10,000 is for the Event Planner, who will spend x hours on this project to do xyz.

Character Limit: 5400

ADA Compliance

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.

Your responses below will be used to ensure compliance and will not reviewed or scored by the review panel.

Accessibility Plans*

Describe your organization's process of formulating accessibility plans (e.g., creating an accessibility advisory committee, board and staff disability-rights training, budgeting for reasonable accommodation requests, etc.)

Character Limit: 3600

Physical Accessibility*

Describe the current progress/status of your organization's physical accessibility. If the location is not barrier-free, include a plan for project/program modification that ensures access in a barrier-free environment, when needed.

Character Limit: 3600

Presentation Accessibility*

Describe your organization's current progress/status in presenting activities – communications access (e.g., TDD, large print or Braille materials, audio description or assistive listening devices, interpreted performances, etc.) and marketing/advertising.

Character Limit: 3600

Appendix

Supporting Documents (optional)

If you have additional information that will support your proposal, you may upload documents or describe them in the fields below. Examples of supporting information might include:

- video responses to questions or other media to support your application (upload or provide links below)
- letters of commitment from proposed collaborators
- resumes of project team members
- site agreements or contracts with vendors

- other planning documents

Character Limit: 10000 | File Size Limit: 25 MB

Appendix 2 (optional)

You may upload additional supporting documents here.

File Size Limit: 3 MB

Appendix 3 (optional)

You may upload additional supporting documents here.

File Size Limit: 3 MB

Appendix 4 (optional)

You may upload additional supporting documents here.

File Size Limit: 3 MB

Appendix 5 (optional)

You may upload additional supporting documents here.

File Size Limit: 3 MB

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 Proposal 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).

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."

For projects that utilize a fiscal sponsor, ensure that a representative of the fiscal sponsor organization signs below.

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.

Authorized Signature*
Character Limit: 100

Title (if applicable)
Character Limit: 100

Date*
Character Limit: 100