

Humanities Nebraska

This is a PDF summary of basic grants eligibility sections of Grant Application Requirements web page. Please refer to the webpage for full details about Humanities Nebraska grants: <https://humanitiesnebraska.org/grants-landing-page/grant-application-requirements/>

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Any of the HN staff members who work with grants are happy to talk to you about your grant application:

- Katie Bradshaw, Grants Management & Outreach Specialist, katie@humanitiesnebraska.org or (402) 474-2131 ext 114 (regular hours: 9-4 Central, Tu, Wed, Th)
- Barbara Grant, Office and Grants Coordinator, barbara@humanitiesnebraska.org or (402) 474-2131 ext. 102
- Erika Hamilton, Director of Literary Programs, erika@humanitiesnebraska.org or (402) 474-2131 ext. 104
- Kristi Hayek Carley, Program Manager, kristi@humanitiesnebraska.org or (402) 474-2131 ext. 108

What makes a successful HN grant application?

The following basic elements are generally required for a successful application.

- Applicant is a non-profit according to the State of Nebraska and the IRS and has 501(c)(3) or other 501(c) status, or is a federal, state, county, local, or tribal government entity – including public schools and libraries – that doesn't have any past-due HN grant reports still pending.
- Humanities are central to the portion of the applicant's project HN is being asked to fund, and the program encourages interaction, thought, and discussion over ideas, topics, and questions.
- At least one humanities subject expert is involved in planning and/or implementing the project, and their role and expertise are clearly described.
- The project takes place in Nebraska and/or has direct significance to Nebraska, and Nebraskans are a primary target audience.
- The project provides ample opportunity for diverse - though not necessarily opposing - points of view and does **not** advocate a specific solution to a problem, present a single resolution of an issue, or encourage the audience to a particular course of action.
- A public program that is free or has a nominal fee (not a fundraiser).
- A project budget showing at least a 1:1 match between HN grant funds and cash or in-kind budget items.
- Adequate plans to promote and evaluate the project.
- Reasonable timeline and proportional budget.

Special consideration may be given to projects that reach across Nebraska or that target underserved audiences (due to geography or socioeconomic status).

Humanities Nebraska grant reviewers prioritize strong humanities projects that meet a "connections" theme: a traditional humanities subject area linked with a non-humanities subject area; a traditional humanities organization partnering with a nontraditional project partner; hands-on, experiential programming; well-facilitated, structured dialogue across differences; innovative digital engagement, such as new media, virtual reality, interactive maps, or Artificial Intelligence.

Types of Grants, Deadlines, and Matching Funds

All three types of HN program grants -- mini, major, and media -- have the same basic requirements. The main differences are (1) the amount of money requested and (2) the deadlines, with larger grants and grants for "media" projects (creation of websites, podcasts, radio programs, films, etc.) requiring some additional information and review time.

GRANT TYPE	REQUEST	GRANT DEADLINE	PROJECT BEGINS ON OR AFTER*	MATCHING FUNDS
Mini Grant	\$2,000 or less. The average award is \$1,700.	Jan 1	Feb 1*	Cash or in-kind expenses equal to or greater than the request; a 1:1 match. (Applicant must provide at least half the total project cost.)
		Mar 1	Apr 1*	
		May 1	Jun 1*	
		Jul 1	Aug 1*	
		Sep 1	Oct 1*	
		Nov 1	Dec 1*	
Major Grant	More than \$2,000. While there is no maximum request, the average award is \$5,800, and awards are typically \$10,000 or less.	Mar 1 Aug 1	May 1* Oct 1*	Cash or in-kind expenses equal to or greater than the request; a 1:1 match. (Applicant must provide at least half the total project cost.) At least 10% of the match must be cash.
Media Grant	While there is no maximum request, the average award is \$9,500. Few grants larger than \$10,000 have been awarded.	Jan 15 Jun 15	May 1* Oct 1*	Cash or in-kind expenses equal to or greater than the request; a 1:1 match. (Applicant must provide at least half the total project cost.) At least 10% of the match must be cash.

Grant applications must be submitted no later than 11:59 p.m. on the due date. If the due date falls on a weekend or holiday, the grant is due the next business day.

**Items in a project budget that will be paid for with HN grant funds cannot be incurred before the "project begins on or after" date (see the table above).*

Who is eligible to apply?

YES, ELIGIBLE	NO, NOT ELIGIBLE
• Applicant is a non-profit according to the State of Nebraska and the IRS and has 501(c)(3) or other 501(c) status, or • Applicant is a federal, state, county, local, or tribal government entity – including public schools and libraries.	• Individuals • For-profit entities or businesses • Entities with overdue reports on previous HN grants • Entities unable to certify compliance with nondiscrimination and other federal statutes. Click here to find the grant application questions preview, which contains the certification text all grantees are required to sign.

<https://humanitiesnebraska.org/grants-landing-page/grant-application-resources/>

What kinds of projects are eligible? Wat kinds of projects are ineligible?

YES, ELIGIBLE	POSSIBLY ELIGIBLE: CONTACT HN TO ASK	NO, NOT ELIGIBLE
Projects that: • Have a central focus in the humanities • Involve at least one person who has demonstrated knowledge about the humanities topic(s) (a “humanities subject expert”) • Are open to the general public, or to a specific segment of the public (students, veterans, migrant workers, etc.), or to professionals who serve the public (teachers, doctors, police officers, etc.) • Are free or that have a minimal charge to help cover direct project expenses • Are about Nebraska or have Nebraskans as the primary audience • Demonstrate the required 1:1 funding match in their budget	• Creative or performing arts projects that include significant humanities content* • Multiple grant applications for a single project or set of programs. Applicants are expected to address all aspects of a project in a single application. An exception is a mini grant to help plan a larger project that may be eligible for a major or media grant. • Repeat applications for recurring events may be expected to request less funding, seek funding from other sources, and/or show innovation in the project.	• Projects where HN is asked to provide more than 50% of the funding • Fundraisers • Lobbying or direct action campaigns • Advocacy of a specific solution to a problem, presentation of a single resolution of an issue, or encouraging the audience to a particular course of action • Creative or performing arts projects without clear humanities content * • Projects that do not relate to Nebraska, or do not have Nebraskans as the primary audience • Projects that benefit a private group or individual and do not serve the public • Programs designed by colleges/universities primarily for their students • Book publishing • Academic credit or research for solely scholarly purposes • Travel to professional meetings • Occupational training** • Institutional planning and development • Direct social service, e.g., counseling, therapeutic, legal, or medical services.

*See “A note about creative and performing arts projects” on Grant Application Requirements webpage.

**Some exceptions can be made for humanities-based occupational training for professions that serve the public (e.g., doctors, teachers, law enforcement officers).

What kinds of expenses can be paid with HN grant funds?

The bulk of funds requested from HN should be used to pay for humanities subject experts and resources, travel and per diem for experts when necessary, publicity to develop an audience and other direct costs. These lists are not exhaustive. For advice on how to structure your project budget for the best chance of funding, please contact HN grants staff.

YES, POTENTIALLY ELIGIBLE FOR HN FUNDS	NO, NOT ELIGIBLE FOR HN FUNDS*
• Up to \$1,000 honorarium per humanities subject expert for a single day of active project work, and up to \$500 per active day of project work after the first • Travel expenses for humanities subject experts (mileage up to 60 cents per mile, economy airfare) • Per diem (food and hotel) for out-of-town humanists up to \$100 per day, for days they are actively participating in the project • Up to 20% of the HN grant request for administrative expenses (some exceptions may be made in areas of program emphasis – talk to HN staff) • Advertising costs (newspaper, radio, social media, TV) to ensure an audience (television advertising is limited to \$500) • Supplies and books integral to the project** • Facility use fees • Exhibit design and construction • Technology (devices, software, equipment, subscriptions, etc.) that is integral to the project** • Accessibility expenses like event interpreters or braille or large-print event programs or exhibit panels.	• Expenses incurred before the grant was approved • Alcohol • Refreshments for audiences or in-town humanities subject experts • General construction or renovation projects • General operating expenses or indirect costs • Purchase of property or real estate • Museum, school, or library acquisitions or collections preservation • Scholarships or fellowships • Competitions or prizes • Humanities Nebraska Speakers Bureau fees *** • Printing costs not related to a public project • Gifts, giveaways, or promotional items • Performance costs like costumes or set construction • Stipends paid to the applicant organization's board members

* While these expenses cannot be paid with HN grant funds, they can be included in the project budget as part of a cash match. Talk to HN staff if you're not sure.

**Budget line items that include supplies or technology may be subject to additional scrutiny / stipulations to ensure the items will continue to be used for humanities-related purposes after the grant period.

*** If you wish to book a speaker from the HN Speakers Bureau catalog, please follow the procedure in [How to Book a Speaker](https://humanitiesnebraska.org/how-to-book-a-speaker/). <https://humanitiesnebraska.org/how-to-book-a-speaker/> HN grant funds cannot be used to pay the fee to book a speaker. An exception would be if a speaker in the HN catalog is giving a program substantially different from their Speakers Bureau program(s); then their honorarium could be eligible for HN grant funds. Talk to HN staff if you have questions.