



**NEW JERSEY COUNCIL
FOR THE HUMANITIES**

Humanities Festival Grants 2010 Guidelines

Reflections on Justice

Humanities Festival Grants *October 2010*

In celebration of National Arts and Humanities Month, the New Jersey Council for the Humanities (NJCH) is calling for proposals on the theme of *Reflections on Justice*. NJCH invites libraries, museums, historical societies, religious and community groups, and other nonprofit organizations to submit applications in support of public humanities programs that address this theme.

What constitutes justice? Applicants may explore this question through any one of a number of perspectives, e.g., philosophical, legal, political or cross-cultural, in historical or contemporary contexts.

Humanities Festival Grant programs must use at least one of the humanities disciplines, such as literature, history, comparative religion, art history, folklore and ethnic studies, but the Council is open to a variety of formats: lecture and discussion, oral histories, walking tours, reading and/or film discussion programs, and storytelling.

NJCH will award grants of up to \$500 through a competitive process in support of these programs. To be eligible for NJCH support, projects must meet the following criteria:

- Applicants must be registered New Jersey nonprofit organizations.
- The humanities must be central to the project.
- Programs must be introduced by a person possessing at least a master's degree in a humanities discipline, who will provide a context for the program.
- Applicants must present a plan for attracting a diverse audience.
- All programs must be open to the public, free of charge, and scheduled during the month of October 2010.

NJCH encourages applicants to reach out to various local community groups, fostering lively and informed dialogue.

Applications can be completed online at <http://njch.org/grants/orgs/> and must be submitted no later than 11:59 PM on **June 15, 2010**. Applicants should consult with the NJCH Grants Officer well in advance of this date to learn about the online registration process.

If your project is funded, you will be required to comply with federal nondiscrimination statutes and implementing regulations. Award decisions will be made by **July 30, 2010**.

If your project is awarded a Humanities Festival Grant:

- Successful applicants will receive an award letter, grant agreement, and administrative materials.
- Full payment of funds will be made upon receipt of the following items:
 - Signed agreement forms

- Completed audit form (with a copy of your most recent audit, if necessary)
- Publicity sample showing how the NJCH logo will be used and how NJCH will be acknowledged
- Copies of letters announcing the award to your government representatives
- Current certificate of liability insurance showing NJCH as an additional insured
- NJCH's support must be acknowledged at all programs and in all promotional materials.
- An audience survey form will be provided for distribution at your program.
- A final report will be due by **January 31, 2011**. It should include:
 - A brief narrative that summarizes the humanities content and assesses the project's success in carrying out the Humanities Festival Grant theme, engaging the audience, and reaching the targeted audience
 - Project Director's Report Form
 - Final Fiscal Report Form (signed and dated)
 - Completed audience surveys
 - Four copies of all promotional and informational materials
 - Photographs (if available)

Questions about this initiative or the application process may be directed to NJCH Grants Officer, Robert Apgar, at the New Jersey Council for the Humanities: (888) FYI-NJCH or e-mail rapgar@njch.org.