



**NEW JERSEY COUNCIL  
FOR THE HUMANITIES**

# **Humanities Festival Grants 2012 Guidelines**

*The American Presidency*

## *Humanities Festival Grants* *October 2012*

### **Overview**

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

Granted by the American public, the office of President of the United States is widely recognized as one of the most powerful positions in the world. As we become enmeshed in the 2012 Presidential campaign, understanding what it means to elect a president grows in importance. How have we envisioned the American Presidency? What is the role of the President in our culture, nation and history? This year, NJCH is interested in supporting projects that take a critical look at the historical development, power, and implications of executive authority, especially with an eye towards issues of justice. In exploring this topic, applicants may draw from any one of a number of humanities disciplines, e.g., literature, history, jurisprudence, philosophy, ethics, comparative religion, and cultural and gender studies.

Programs might center on any of the following topics:

- U.S. Constitutional issues
- Political campaigns and elections
- Domestic and foreign policy
- Citizenship and civic engagement
- Freedom and equality

The options listed above do not represent an exhaustive list. There are many additional possibilities. While at least one humanities discipline must be central to the program, the Council is open to a variety of formats, e.g., lecture and discussion, exhibits, oral histories, walking tours, and reading and/or film discussion programs.

### **Eligibility & Use of Grant Funds**

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 or government agencies operating within the state.
- The humanities must be central to the project.
- Programs must be given or 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 2012.

Grant funds cannot be used to cover salaries, indirect costs, capital purchases, refreshments, or entertainment expenses.

NJCH encourages applicants to reach out to various local community groups in order to foster a lively and informed dialogue.

### **Grant Application & Process**

Applications must be completed online at [www.njch.org/grants/orgs](http://www.njch.org/grants/orgs) and submitted no later than 11:59 PM on **June 15, 2012**. Applicants should consult with the NJCH Grants Officer well in advance of this date.

If your project is funded, you will be required to comply with federal nondiscrimination statutes and implementing regulations. (Please see the Certificate of Adherence to NJCH Grant Provisions for additional detail on these requirements.) Award decisions will be made by **July 31, 2012**.

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(s).
- A final report will be due by **January 31, 2013**. It should include:
  - 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 1-888-394-6524 or [rapgar@njch.org](mailto:rapgar@njch.org).