



## Arts and Humanities Grant Application

*This grant program offered in partnership*

### General Information

Project Title \*

Brief Project Abstract \*

Please explain your project in a few short sentences. Maximum 300 characters

Amount Requested \*

\$

**Please note: Project activity MUST NOT begin less than 8 weeks from application close date.**

Project Start Date \*

   

Project End Date \*

   

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## Applicant

Please note: **organizations with 501c3 status, government organizations** (such as a federally recognized Indian tribal governments or organizations or state/local/city governments), **churches, or education organizations** (such as schools or school districts, or public or private institutions of higher education) are eligible to apply without fiscal sponsorship.

If your organization is **NOT** a 501c3, or equivalent (listed above) you will need a **FISCAL SPONSOR** for your project. For more information, please visit the [Maine Community Foundation's page on fiscal sponsorship](#).

Which type of applicant are you? \*

- Organization with 501c3 status or equivalent (see above)
- Organization or Group without 501c3 status or equivalent (see above)
- Applying as an Individual

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# Applicant Organization

Applicant Organization or Group \*

Applicant Mailing Address \*

Address Line 1

Address Line 2

City

State

ZIP Code

Applicant Website

What is your organization's annual operating budget? \*

\$

Project Director Name \*

First Name

Last Name

Project Director Personal Pronouns

Project Director Job Title \*

Project Director Phone \*

Project Director Email \*

Because a portion of these grant funds may originate with the Federal government, applicants must certify that they will make all reasonable efforts to comply with the following federal nondiscrimination and ineligibility provisions: 1. Certification Regarding Nondiscrimination (a). Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance; (b). Section 504 of the Rehabilitation Act of 1973. As amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance; (c). Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681 et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and (d). the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute. 2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (a). The applicant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. (b). Where the applicant is unable to certify to any of the statements in the certification, such prospective participant shall attach an explanation to this proposal.

By checking this box, I certify that I will make all reasonable efforts to comply with the above federal nondiscrimination and eligibility provisions.

# Audiences

Both MHC, MAC and the NEH are interested in reaching audiences that are traditionally underrepresented in the humanities. Please indicate all types of involvement that apply to your organization (or to your project if you are applying as an individual) for each community listed below.

We would like to know in which capacities each community is represented in regards to your work: **Among Board Members, On Staff** for your organization (or project), **Among Volunteers, In Decision-Making Roles, In Leadership, Served by your organization** (or project), or if you are **Unsure** of the involvement of the specific community. Leave blank if there is no involvement from that community.

## Black, Indigenous, People of Color

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## LGBTQ+

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## People with Disabilities

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## Recent Immigrants

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## Incarcerated Individuals (current or recently)

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## Poor People

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## People Who Live in Rural Areas

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

## Veterans or Active Duty Military

Board  Staff  Volunteers  Decision Making  Leadership  Served  Unsure

Which traditionally underrepresented groups in your community are you engaging and how are you engaging them?

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## About your project

Please explain your project in more detail below. You will have additional space for uploading any supplemental materials on the following page.

Tell us about your organization. Please provide your mission and a brief history.

Tell us about your project. Please provide a description of the project and a project timeline. Let us know how/if the intended audience has been involved in the development of the project. Describe both the Arts and Humanities elements of the project.

Please provide a brief bio for all personnel involved with this project.

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## Supplemental Materials

You may add any supplemental materials you wish to be included with your application below. We are especially interested in artistic samples, but you may also include letters of support, video or audio links, or other materials that would help to clarify your proposal request.

There is space to attach up to 5 separate files in the upload section in addition to an area to paste any links to online materials (we recommend this for large files). The following file types are accepted for upload: jpg, jpeg, gif, png, pdf, doc, docx, csv, xls, xlsx, mp3, wav, avi, mpg, mpeg, zip. For video and audio samples, please observe a 5-minute maximum. If the recording is longer than 5 minutes, include time stamps in the description. **Please note that the TOTAL file size upload for this application is 25MB.**

Paste any links here (Paste the full link only - NO hyperlinks.) Please include a short description (a sentence or two) and any other necessary information.

File 1

Choose File

Remove File

No File Chosen

File 2

Choose File

Remove File

No File Chosen

File 3

Choose File

Remove File

No File Chosen

File 4

Choose File

Remove File

No File Chosen

File 5

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Remove File

No File Chosen

Is there anything else we should know about the above materials?

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## Project Budget

### Administrative Costs (Grant Funds)

\$

Time spent by people overseeing this project. (We prefer to see an organization's administrative costs as cash or in-kind.)

### Administrative Costs (Cash Match)

\$

Time spent by people overseeing this project. (We prefer to see an organization's administrative costs as cash or in-kind.)

### Administrative Costs (In-Kind Match)

\$

Time spent by people overseeing this project. (We prefer to see an organization's administrative costs as cash or in-kind.)

### Consultants (Grant Funds)

\$

Scholars, writers, researchers, designers, or other specialists.

### Consultants (Cash Match)

\$

Scholars, writers, researchers, designers, or other specialists.

### Consultants (In-Kind Match)

\$

Scholars, writers, researchers, designers, or other specialists.

### Facilities (Grant Funds)

\$

Office/Meeting/Event Space

### Facilities (Cash Match)

\$

Office/Meeting/Event Space

### Facilities (In-Kind Match)

\$

Office/Meeting/Event Space

### Books and Other Texts (Grant Funds)

\$

### Books and Other Texts (Cash Match)

\$

### Books and Other Texts (In-Kind Match)

\$

### Other Supplies (Grant Funds)

\$

Other supplies might include DVDs, folders, exhibit materials, audio recorders, etc.

### Other Supplies (Cash Match)

\$

Other supplies might include DVDs, folders, exhibit materials, audio recorders, etc.

### Other Supplies (In Kind-Match)

\$

Other supplies might include DVDs, folders, exhibit materials, audio recorders, etc.

### PR/Communications (Grant Funds)

\$

This could include printing/design costs, web, postage, telephone, and duplication.

### PR/Communications (Cash Match)

\$

This could include printing/design costs, web, postage, telephone, and duplication.

### PR/Communications (In-Kind Match)

\$

This could include printing/design costs, web, postage, telephone, and duplication.

### Travel (Grant Funds)

\$

Mileage, tolls, or other forms of travel, and accommodation/meals. (MHC cannot pay for liquor or entertainment.)

### Travel (Cash Match)

\$

Mileage, tolls, or other forms of travel, and accommodation/meals. (MHC cannot pay for liquor or entertainment.)

### Travel (In-Kind Match)

\$

Mileage, tolls, or other forms of travel, and accommodation/meals. (MHC cannot pay for liquor or entertainment.)

### Other (Grant Funds)

\$

### Other (Cash Match)

\$

### Other (In-Kind Match)

\$

### Grant Request Total

\$

Total of all MHC Funds Requested. Maximum request is \$1,000.

### Cash Match Total

\$

Total of all Cash Funds you'll use to match your MHC Request.

### In-Kind Request Total

\$

Total of all In-Kind Funds you'll use to match your MHC Request.

**Please note: The grant award must be matched 1:1 by either cash or in-kind support, or a combination of both, which may come from a third-party or directly from the applicant. In other words, 50% of the total project costs must come from sources other than an MHC award. In-kind contributions may include time and materials, office space and equipment, travel, donated services, and other non-cash donations. It is important to MHC to show that our grant funds leverage additional resources, so please include ALL match, even when it is more than 50%.**

### Budget Description \*

Please include a brief narrative supplement to the budget, explaining the items in the project's budget for which you will be requesting funding.

Do any of the cash funds come from federal sources? \*

- Yes  
 No

Do any of the in-kind funds come from federal sources? \*

- Yes  
 No

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## Additional Information (OPTIONAL)

Is there a publicity plan for your proposed project?

Is there anything else we should know?

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