



RHODE ISLAND COUNCIL  
FOR THE HUMANITIES

# Grants Information Session

Sept. 23 and Sept. 27, 2021

# Welcome!



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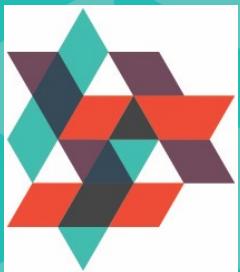
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**Reach us both at [grants@rihumanities.org!](mailto:grants@rihumanities.org)**

# **Goals for Today's Session**

- 1. Introduction to the Council – Our Mission and Funding Priorities**
- 2. Overview of Our Grant Opportunities – Guidelines and Processes**
- 3. Providing You With Further Resources**
- 4. Overview of Application Review Process**
- 5. Tips for Preparing Your Application**
- 6. Answering Your Questions!**

# Grantmaking at the Humanities Council



- Who are we?
  - Our mission
- Our funding sources
- Grantmaking Programs for FY22 (Nov. 2021-Oct. 2022): Project Grants
- Our Annual Major and Mini Grants Budget

# Our Mission



The Rhode Island Council for the Humanities seeds, supports, and strengthens public history, cultural heritage, civic education, and community engagement by and for all Rhode Islanders.

# What Does the Council Fund?

- What are the humanities?
- What are the public humanities?
- What are public humanities projects?



# Major and Mini Grants

## Major Grants (\$2,000 - \$12,000)

Public Projects  
Documentary Film and Media

- Requests up to \$5,000 for research, planning, and development stages
- Requests up to \$12,000 for production and implementation stages

## Mini Grants (\$0 – \$2,000)

Public Projects  
Documentary Film and Media  
Individual Researcher

**All grant-funded projects must be *free, open, and accessible to the public.***

For specific information on documentary film and media project grants, please see the Grant Guidelines.

# Major and Mini Grant Timelines

## Major Grant Cycle Timeline

<b>Oct. 1 – Nov. 1</b>	<i>Letter of Intent Form Available on Grantmaking Portal</i>
<b>Nov. 1</b>	<i>Letter of Intent Form Due</i>
<b>Dec. 1</b>	<i>Application drafts due (optional)</i>
<b>Jan. 18</b>	<i>Applications Due</i>
<b>Mid-March</b>	<i>Decision notifications</i>

## Mini Grant Cycle Timeline

<b>Nov. 1</b>	<i>Deadline</i>
<b>Feb. 1</b>	<i>Deadline</i>
<b>May 2</b>	<i>Deadline</i>
<b>August 1</b>	<i>Deadline</i>

- *Staff can review drafts submitted 2 weeks before deadline*
- *Decision notifications ~6 weeks following the deadline*

# Who is eligible to apply for mini and major grants from the Council?



- Only one major or mini grant open at a time, must be in good standing with the Council
  - What if I have another type of grant open with the Council?
- Nonprofit organizations
  - Must have 501(c)3 status or equivalent federal tax-exempt status
- Individual Researchers
  - Only eligible for research mini grants – need to partner with a sponsoring non-profit for a public project grant
- Municipal and state governments (including schools and libraries) and state, local, and federally recognized Indian tribal governments
- Colleges and Universities for programs beyond the “campus community”
- Out-of-State Applicants for projects with a clear Rhode Island connection and impact

# What to Expect from the Grant Application: Major and Mini Grants - Public Projects



- **Basic Information**
  - DUNS Number
  - Tax-exempt status documentation
- **Team Info**
  - Project Director and Authorizing Official
- **Project Information**
  - Start/End Date
  - Synopsis / Goals / Outcomes / Outputs and Activities
    - See Grant Guidelines and Evaluation Toolkit for more details
  - Humanities Scholarship
  - Civic Relevancy
  - Partners

# What to Expect from the Grant Application: Major and Mini Grant - Public Projects



- **Project Information cont.d**
  - Publicity and Outreach Plan
  - Working with K-12 students (if applicable)
- **Project Budget**
  - Total Request to the Council
  - Total Cost-Share
  - Indirect cost rate questions  
(recent change)
  - Budget in Council's template
  - Matching Requirement: 1-to-1 Allowable and Unallowable Expenses
- **Project Evaluation Plan**
  - See Evaluation Toolkit and Workshop for more details
- **Additional Documents (optional)**

# What to Expect from the Grant Application: Mini Grant - Individual Research



- **Similar to the public project application, except:**
- **Not required**
  - DUNS Number
  - Authorized Official
  - Tax-exempt status documentation
  - 1:1 cost share
  - Indirect cost rate questions
- **Additional Project Information Requested**
  - Copyright information
  - Acknowledgment
  - Research Topic
  - Research Plan
  - Research Qualifications
  - Research Bibliography

# What to Expect from the Major Grant Letter of Intent Form



- Name of Sponsoring Organization
- Name of Applicant
- Project Name
- Estimated Project State and End Date
- Project Format
- Project Phase (Development v. Implementation, etc.)
- Estimated Request from Council
- Brief Project Abstract

***None of this information is binding!***

# What to Expect from the Grant Application (Major Grant - Documentary Film and Media)



- **Similar to the public project application, except:**
- **Additional Project Information Requested**
  - Project Medium and Run Time
  - Aesthetic/Stylistic Approach
  - Commitment to Free Public Screening in Rhode Island
  - Work Sample
  - Artistic and Production Staff Bios

# What to Expect If You Receive a Grant from the Council



- Required Reporting
  - Interim Report (if your project timeline is over a year)
  - Final Report (all grantees)
- Resources and Support from Council
  - Publicity Support
  - Staff Support
- We are happy to work with our grantees as changes inevitably arise and adaptations are necessary!

# How do I apply?

- To apply, visit the Council's Grantmaking page on our website ([rihumanities.org](http://rihumanities.org)) and link to our Online Application Portal through the "Apply for a Mini or Major Grant" button on the left-hand side



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ABOUT GRANTS PROGRAMS GET INVOLVED CALENDAR NEWS

## GRANTMAKING



FOR APPLICANTS

[APPLY FOR A MINI OR MAJOR GRANT](#)

[APPLY FOR A RI CHARG GRANT](#)

[BUDGET TEMPLATE](#)

[GRANT GUIDELINES](#)

The Rhode Island Council for the Humanities Grantmaking Program funds nonprofit organizations and individual researchers to stimulate new research in the humanities, spark thoughtful community exchange, build new audiences for the humanities, innovate new methods in the humanities, and advocate for the importance of the humanities for a lively and engaged democratic public.

Questions? Contact Julia Renaud, Associate Director, Grants & Strategic Initiatives  
[grants@rihumanities.org](mailto:grants@rihumanities.org)

[Grant Information Workshops – September 23 and September 27](#)

# Are there any resources to help me?

- **Resources on the Grantmaking page on the website**
  - PDFs of applications
  - Grant Guidelines
  - Evaluation Toolkit
  - Video of this workshop
  - Evaluation Workshop Video
- **Staff are a resource – it is literally our job to help you!**
  - Contact us well ahead of the deadline to talk through your project – first-time applicants especially encouraged to reach out!
  - Email us at [grants@rihumanities.org](mailto:grants@rihumanities.org)
  - Call us at (401) 273-2250
  - We're happy to review application drafts and provide feedback
    - Dec. 1 deadline for major grants, at least two weeks prior to mini grant deadlines

# Considerations for Your Project

- **Timeline**: Make sure it's feasible!!
- **Project Goal**: Think big! A goal should be a top-level target that you're striving to hit. Think in terms of both your organizational goals and impact on the end-users.
- **Project Outcomes**: What are outcomes of your project? What do you hope to change through this project? Think of civic outcomes!
- **Deliverables/ Project Outputs**: How will you achieve the goals? What is the scope of your project? What will it produce?
- **Collaboration/Partners**: Can you share knowledge/resources? Are there other organizations trying to achieve similar goals? Should you partner?
- **Audience**: Who is your project serving? Describe your audience. Targeted vs. general. Numbers?
- **Outreach**: What methods will you employ to meet your audience goals?
- **Project Execution**: Make sure you have the capacity, resources and staffing to execute your project.
- **Documentation and Testimonials**: How will you capture the impact of the project on its attendees?
- **Evaluation/Reflection/Reporting**: What did you learn? What worked well? What would you do differently?

# Considerations for Your Project During the Pandemic

- **Responsiveness**: Does your project acknowledge the new limitations and possibilities of our current pandemic reality? Is your project realistic given social distancing imperatives, public health considerations, etc.? Does it engage with questions and issues critical to our moment?
- **Safety**: Does your project provide for the safety of all team members and participants?
- **Digital Elements**: If your project has digital elements, are they current and well thought-through? Do you have a firm grasp of and/or experience with the technology needed to execute your project?
- **Creativity/Adaptation**: How creatively does your project respond to the limitations and possibilities of the COVID-19 era? If conceived of before the pandemic, have you adapted your project thoughtfully and realistically to our current reality?

# Evaluating Public Humanities Projects



Please see the  
Evaluation Toolkit  
PDFs and the  
Evaluation Workshop  
videos for details!

All resources are on  
our website.

# Application Review Process

*Every Proposal is Carefully  
Considered*



- Staff Doesn't Review Proposals
- The Role of Board Members
- The Role of Community Reviewers



# Staff Tips and Observations

*Staff's role is to help you, the applicant, put your best application forward*



- Answer the questions in the application thoroughly, and make sure you are following directions.
- Do your project narrative, project budget, and timeline all tell the same story?
- Be clear about the scope of your project – what will be accomplished by the project end date?
- Do you have commitments from any partners you are listing? If you are trying to reach a particular audience, have you made concrete connections with that audience, or partners that work with that audience?
- **Start early and reach out to staff with any questions!**

# What do you gain by receiving a grant from the Council?

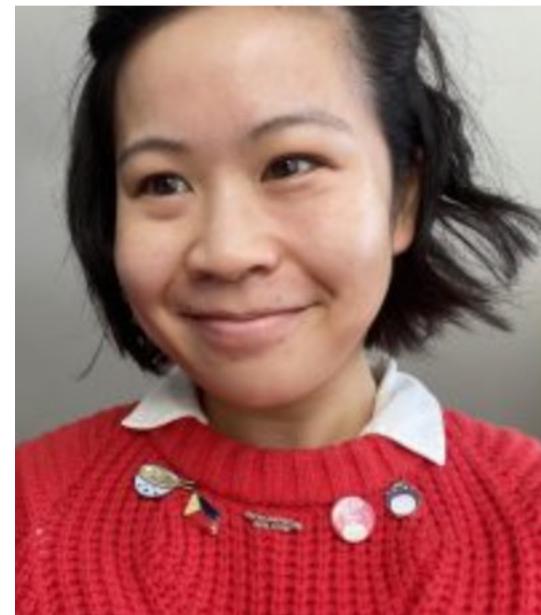


- Financial support, monetary reward
- Codify project ideas and project goals to move beyond the idea phase
- Grants demonstrate community investment
- Leverage additional support, resources and funding
- PR opportunities – credibility, public exposure
- Holds you accountable (Deadlines, the public product, your process)

# Contact Us!



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Questions?



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Thank you!



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