

# Major Grant Cycle: DOCUMENTARY FILM / MEDIA (FY23)

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*Rhode Island Humanities Council*

## *APPLICANT ORGANIZATION ELIGIBILITY CHECK*

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Thank you for your interest in RI Council for the Humanities' major grant program!

Please note that, throughout this form, "LOI" stands for "Letter of Intent."

The purpose of this section is to determine the eligibility of the applicant organization of the grant. If you have any questions about how our grantmaking program works, please consult the resources on the Grantmaking page of our website.

If you have any questions about your eligibility, please contact us at [grants@rihumanities.org](mailto:grants@rihumanities.org). Otherwise, we will contact you about your eligibility upon reviewing your submission.

Please note that the Council allows for eligible organizations to serve as fiscal sponsors for projects from individuals and non-eligible applicant organizations.

If you are:

- an individual or a representative from a non-eligible organization,
- **and** you wish to submit a Letter of Intent for a major grant application,
- **and** you do not currently have an eligible organization sponsoring the project,

you **may** complete this form with the information you currently have.

However, an eligible sponsoring organization **must** submit the major grant application for all projects (due January 17, 2023).

### **Applicant Organization\***

Please put the name of the applicant organization here.

If you do not have an applicant organization currently committed to your project, you may write "In Process" in this field, and select "Not Sure" for the subsequent questions in this section. An eligible applicant organization **must** submit the major grant application (due January 17, 2023).

*Character Limit: 250*

### **Applicant Organization Federal Tax-Exempt Status\***

Does the applicant organization have federal tax-exempt status (501c3 or equivalent)?

### Choices

- Yes
- No
- Not sure
- Other

If you answered **Not Sure or Other**, please explain here.

*Character Limit: 250*

If you answered **Yes**, please proceed with the Letter of Intent.

If you answered **Not Sure or Other**, staff will contact you regarding your eligibility. Please proceed with the Letter of Intent.

If you answered **No**, this organization is **not eligible** to apply for a major grant. You may proceed with the Letter of Intent, but please note that you will need to have an eligible organization as a sponsor for the full application.

### Hiatus Policy Status\*

Has the applicant organization for the project received a major grant from the Council for each of the past four consecutive years (2019, 2020, 2021, and 2022)?

### Choices

- Yes
- No
- Not sure
- Other

If you answered **Not Sure or Other**, please explain here.

*Character Limit: 250*

If you responded **Yes**, the applicant organization is subject to the Council's Hiatus Policy and is **not eligible** to apply for a major grant in FY23. For more information, please see p. 8 of the Council's [Grants Guidelines](#). Please contact staff at [grants@rihumanities.org](mailto:grants@rihumanities.org) with any questions.

If you answered **No**, please proceed with the Letter of Intent.

If you answered **Not Sure or Other**, staff will contact you. Please proceed with the Letter of Intent.

### Currently Open Major or Mini Grant\*

Do the project director and/or the applicant organization have a major or mini grant currently open with the Council?

### Choices

Yes  
No  
Not sure  
Other

If you responded **Yes**, please note that, to be eligible for a 2023 major grant, the project director and/or applicant organization will need to conclude the grant-funded project and submit the final report prior to January 17, 2023. Staff will contact you about your eligibility. Please proceed with the Letter of Intent.

If you responded **No**, please proceed with the Letter of Intent.

If you responded **Not sure or Other**, please explain. Staff will contact you about your eligibility. Please proceed with the Letter of Intent.

*Character Limit: 250*

## ***CONTACT INFORMATION***

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### **Name of Contact for Lol\***

If you are filling out this form, you are serving as the point of contact for this Letter of Intent. Please put your name here.

*Character Limit: 250*

### **Title of Contact for Lol\***

*Character Limit: 250*

### **Email of Contact for Lol\***

*Character Limit: 250*

### **Phone Number for Contact for Lol\***

*Character Limit: 20*

### **Authorization for Contact for Lol\***

Please select the appropriate option:

#### **Choices**

Yes, I have authorization to submit this request on behalf of the applicant organization.

No, I do not have authorization to submit this request on behalf of the applicant organization.

### **Name of Project Director (optional)**

If you have confirmed a project director for the grant application, please put their name here. You can learn more about the role of the project director on p. 7 of our Grant Guidelines.

If the contact for the Lol and the project director are the same person, you may write "Same as Contact" in this field and skip the following fields about the project director.

*Character Limit: 250*

### Title of Project Director (optional)

*Character Limit: 250*

### Email of Project Director (optional)

*Character Limit: 250*

### Phone Number for Project Director (optional)

*Character Limit: 250*

### Name of Authorized Official (optional)

If you have confirmed an Authorized Official for the grant application, please put their name here. You can learn more about the role of the Authorized Official on p. 7 of our Grant Guidelines.

If the contact for the LOI and the Authorized Official are the same person, you may write "Same as Contact" in this field and skip the following fields about the Authorized Official.

*Character Limit: 250*

### Title of Authorized Official (optional)

*Character Limit: 250*

### Email of Authorized Official (optional)

*Character Limit: 250*

### Phone Number for Authorized Official (optional)

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## ***ABOUT THE PROJECT***

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The purpose of this section is for Council staff to help us understand what type of project you are planning and its eligibility for our grants program. We know that early plans are subject to change, and as such, none of the information you provide is binding.

### **Project Name\***

Name of Project

*Character Limit: 100*

### **Estimated Project Start Date\***

Enter the date you intend to begin your project.

**Please Note:** Awards for the major grant cycle will be announced in mid-March; therefore, your project start date should be 4/1/23 or later. Please plan your project accordingly.

*Character Limit: 10*

### Estimated Project End Date\*

Enter the date you intend to complete your project.

*Character Limit: 10*

### Media Project Format\*

What kind of media project are you planning?

Sample project formats may include, but are not limited to: documentary film, television, and radio production.

*Character Limit: 50*

### Project Phase\*

For which phase of your project are you seeking funding?

**Please note the following caps:**

- Development-Level Requests: \$5,000.
- Production/Post-Production Requests: \$12,000.

### Choices

Development-Level (Pre-Production/Scripting, Planning, Etc.)

Production or Implementation

### Amount Requested from RI Council for the Humanities\*

Enter the estimated amount for which you intend to apply (\$2,000-\$12,000). Please keep in mind the listed caps for the different project phases detailed above.

You are not bound to this amount in the full proposal stage; however, you should note that in the full application you will need to provide an itemized budget that demonstrates you can meet our one-to-one matching requirement.

*Character Limit: 20*

### Brief Project Synopsis\*

Please briefly describe your project or list project activities.

You will have the opportunity to include more details further along in the application process.

*Character Limit: 1000*

Thank you for your interest in the major grant program! Staff will be in touch with you upon review of your submission.