

# Major Grant Cycle: DOCUMENTARY FILM / MEDIA (FY24)

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*Rhode Island Council for the Humanities*

## **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 16, 2024).

### **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 16, 2024).

*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 **Yes**, 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.

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

*Character Limit: 250*

### 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 (2020, 2021, 2022, and 2023)?

### Choices

- Yes
- No
- Not sure
- Other

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 FY24. 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**, please explain here. Staff will contact you regarding your eligibility. Please proceed with the Letter of Intent.

*Character Limit: 250*

### Currently Open Major or Mini Grant\*

Does the project director, the authorized official, and/or the applicant organization have a major or mini grant currently open with the Council?

### Choices

- Yes
- No
- Not sure
- Other

If you answered **Yes, Not Sure or Other**, please explain here. Staff will contact you regarding your eligibility. Please proceed with the Letter of Intent.

*Character Limit: 250*

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

## **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.

Please note that the project director and authorized official roles **cannot** be filled by the same person.

*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.

Please note that the project director and authorized official roles **cannot** be filled by the same person.

*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)

*Character Limit: 250*

## *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: 250*

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

When do you plan to start your project? To be eligible, projects must start after award notifications. Notification of major grant funding will happen by March 20, 2024.

We consider the "start" of a project to be the beginning of work on the project, including planning.

*Character Limit: 10*

### Estimated Project End Date\*

The end date of your project is up to you, and should be the date by which all activities for the project have concluded and all project funding has been spent.

*Character Limit: 10*

### Media Project Format\*

What kind of media project are you planning?

Sample project formats may include, but are not limited to: a documentary film, a documentary television series, and a podcast series.

*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, and the Council's 1:1 cost-share requirement.

*Character Limit: 20*

### Project Synopsis\*

Please describe your project in two to three sentences. In other words, give us your (brief) elevator pitch as of this point in the project's development.

*An ideal response length is 2-3 sentences.*

*Character Limit: 1000*

### Humanities Content\*

Please identify here the humanities content that your project will engage with.

You can find a definition of "humanities content" on p. 12 of the Grant Guidelines. Some examples of humanities content include the history of fishing in Point Judith; the cultural heritage of French Canadian communities in Woonsocket; and how the legislative process works in Rhode Island.

*An ideal response length is 1 paragraph.*

*Character Limit: 2000*

### **Humanities Methods\***

Please identify here the humanities methods that your project will use.

As explained on p. 12 of the Grants Guidelines, humanities methods "include, but are not limited to, research on humanities content, close reading, documentation, investigation, interpretation, critical analysis, storytelling, contextualization, dialogue, discussion, and debate."

*An ideal response length is 2-3 sentences.*

*Character Limit: 2000*

Thank you for your interest in the major grant program! Staff will be in touch with you within two weeks of your submission.

For reference only