



December 2020 Mini Grant

General Project Information

Grant Number

Assigned by AHA upon submission.

Character Limit: 25

Project Name*

Provide a title that is descriptive of the project.

Character Limit: 100

Project Description*

Provide a concise overview of the proposed project. The purpose of the overview is to convey a general understanding of your project, and the description may be used in AHA promotional materials.

Character Limit: 500

AHA Funds Requested*

Enter the total amount of grant funds requested from AHA.

Character Limit: 20

Grant Period Start Date*

Enter the start date for the grant period. The grant period cannot begin before the application submission deadline and cannot overlap with previously funded AHA grants to the same organization. AHA funds cannot be used for expenses incurred outside of the grant period.

Character Limit: 10

Grant Period End Date*

Enter the end date for the grant period. Grant periods typically end thirty days after project completion. AHA funds cannot be used for expenses incurred outside of the grant period.

Character Limit: 10

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Philosophy. Literature. Ethics. History. History of the Arts. Languages. Jurisprudence.

Alabama Counties Impacted*

Select the specific counties where the project will have a direct impact. The statewide option should not be selected unless the project includes a specific statewide distribution plan.

Choices

Autauga	Dallas	Marion
Baldwin	DeKalb	Marshall
Barbour	Elmore	Mobile
Bibb	Escambia	Monroe
Blount	Etowah	Montgomery
Bullock	Fayette	Morgan
Butler	Franklin	Perry
Calhoun	Geneva	Pickens
Chambers	Greene	Pike
Cherokee	Hale	Randolph
Chilton	Henry	Russell
Choctaw	Houston	St. Clair
Clarke	Jackson	Shelby
Clay	Jefferson	Sumter
Cleburne	Lamar	Talladega
Coffee	Lauderdale	Tallapoosa
Colbert	Lawrence	Tuscaloosa
Conecuh	Lee	Walker
Coosa	Limestone	Washington
Covington	Lowndes	Wilcox
Crenshaw	Macon	Winston
Cullman	Madison	Statewide (digital projects and documentary films)
Dale	Marengo	

Organization Information

Organization Description*

Briefly describe the applicant organization, including the organization's history, mission, and funding status.

Character Limit: 500

DUNS Number*

The federal government requires every federal grant recipient to register with the Data Universal Numbering System (DUNS). The DUNS number must correspond directly to the applicant organization. To register with DUNS, visit [this link](#).

Character Limit: 10

Co-sponsoring Organization

Co-sponsoring organizations are only required if the applicant organization lacks non-profit status or is based outside of Alabama. Include the following information:

Name of Organization:

Primary Contact:

Physical Address:

Email Address:

Phone Number:

Organization EIN:

Organization DUNS:

Organization SAM status:

Character Limit: 500

Prior AHA Grants

List any AHA grants awarded to the applicant organization in the previous four years. Include the year of the award, the project title, and the award amount.

Character Limit: 500

Partnerships

List other participating organizations or groups that will make the project a success through planning, outreach, and implementation.

Character Limit: 500

Letters of Support (Optional)

Attach any letters of support from participating organizations.

File Size Limit: 3 MB

Project Content and Timeline

HUMANITIES CONTENT

The inclusion of strong humanities content is an essential component of AHA-funded projects. Applicants must ensure that one or more of the humanities disciplines are central to the project and that humanities themes and topics are explored and interpreted.

Humanities Disciplines*

Select the humanities disciplines that are included in the project. (Check all that apply.)

Choices

Anthropology

Jurisprudence

Archaeology

Linguistics

Art History, Theory, or Criticism

Literature

Comparative Religions

Philosophy

Ethics

Other (specify below)

History

Other

If you selected other above, specify here.

Character Limit: 50

Humanities Connection*

Briefly explain how the humanities disciplines selected above relate to your project, which topics or themes will be explored, and why the selected topics are important to your intended audience.

Character Limit: 750

PROJECT INFORMATION**Project Narrative***

Provide a detailed description of your proposed project. Identify the objectives of the project and the major elements and activities. Include which topics, issues, questions, themes, or ideas the project will explore and why those topics are important to the intended audience. Describe how success will be measured.

Character Limit: 7500

Project Timeline*

Provide an outline detailing when major project activities will occur, including planning, publicity, events, and evaluation. Include any confirmed or tentative dates, venues, and locations for project events.

Character Limit: 3000

Admission Fee and Cost*

Specify any costs charged to the public to participate in the proposed project, the purpose of charging said fees, and if any flexible admission policies will be utilized to mitigate participant costs. Participant costs include admission or registration fees, meal charges, lodging, etc.

In general, AHA will prioritize funding programs that are open to the public at no cost. Organizations may, however, charge modest fees when necessary. When charging fees, AHA encourages organizations to offer scholarships, free admission days, and other flexible admission policies to keep projects accessible to the broadest possible audience.

Character Limit: 1000

Goals and Evaluation*

Describe the goals and expected outcomes of the project. Explain how you will receive audience feedback and evaluate the success of the project.

Character Limit: 1000

Support Materials (Optional)

Attach additional materials to support your application. Attachments may include photographs and graphics, brochures, agendas, and promotional items.

File Size Limit: 10 MB

Project Personnel

The involvement of humanities scholars is an essential component of AHF-funded projects. Each project is required to have at least one humanities scholar in addition to the project director. Other humanities scholars may be included to strengthen the proposal.

A humanities scholar is generally someone with an advanced degree in a humanities discipline or extensive experience working within the humanities. Scholars may include tradition bearers, authors, historical witnesses, survivors, and other individuals whose content expertise or life experience is crucial to the project.

PROJECT DIRECTOR

Project Director's Name*

Character Limit: 100

Project Director's Organization and Title*

Character Limit: 200

Project Director's Relevant Qualifications*

Character Limit: 250

OTHER PERSONNEL

Scholars and Key Participants

List additional scholars and other key participants, including speakers, committee members, evaluators, etc. who are involved in the planning or implementation of the project. Include their institutional or organizational affiliation, any pertinent experience or expertise, and their roles in the project.

Character Limit: 3000

Resumes (Optional)

File Size Limit: 6 MB

Financial Information and Budget

BUDGET INFORMATION

Budget Narrative*

Download and complete the required AHA Budget Narrative form, describing each line item in your proposed budget. Refer to the AHA Grant Guidelines for maximum amounts per category.

File Size Limit: 1 MB

AHA Funds Requested*

Enter the total amount of grant funds requested from AHA as listed on the Budget Narrative.

Character Limit: 20

Cost Share Total*

Enter the total amount of non-AHA matching funds, either cash or in-kind donations, for the project as listed on the Budget Narrative.

Character Limit: 20

Total Project Cost*

Enter the total cost of the project, including AHA funds and matching funds (should be a total of the previous two amounts) as listed on the Budget Narrative.

Character Limit: 20

FINANCIAL OFFICER

AHA requires a financial officer in addition to the project director. The financial officer is usually a qualified accountant or bookkeeper and may be from the applicant organization, the cosponsoring organization, or a third party. The financial officer, in consultation with the project director, is responsible for producing the financial portion of the final report. All grant disbursement checks will be mailed to the financial officer.

If the applicant organization lacks nonprofit status or is based out of state, a cosponsoring organization must serve as the fiscal agent.

Financial Officer's Name*

Character Limit: 100

Financial Officer's Organization and Title*

Character Limit: 200

Financial Officer's Mailing Address*

Character Limit: 250

Financial Officer's Email Address*

Character Limit: 100

Financial Officer's Phone Number*

Character Limit: 25

Signatures

AGREEMENT

By submitting this application, I agree to use any awarded funds as set forth in this proposal and certify our compliance with the conditions specified below.

1. Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion (45 CFR 1169)

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.

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.

2. Certification Regarding Nondiscrimination Statutes

The applicant certifies that it will comply with the following non-discrimination statutes and their implementing regulations:

- 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 benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance. Title VI also extends protection to persons with limited English proficiency.
- b) Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), which provides that no person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subject to discrimination under any education program or activity receiving federal financial assistance.
- c) The Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), which provides that no person in the United States shall, on the basis of age, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.
- d) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which provides that no otherwise qualified individual with a disability in the United States shall, solely by reason of their disability, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.
- e) The Americans with Disabilities Act of 1990 (42 U.S.C. 12101-12213), which prohibits discrimination on the basis of disability in employment, state and local government services, and places of public accommodation and commercial facilities.

3. Certification Regarding Data Collection

Data collection activities performed under this agreement are the responsibility of the applicant, and AHA's nor NEH's support of grant activities does not constitute approval of the survey design, questionnaire content, or data collection procedures. The applicant certifies that it will not represent to respondents that such data are being collected for, or in association with, AHA, NEH, or any other government agency without the specific written approval of the data collection plan.

However, this requirement is not intended to preclude mention of support from AHA or NEH for grant activities in response to an inquiry or acknowledgment of such support in any publication of this data. AHA and the federal government have the right to obtain, reproduce, publish, or otherwise use the data first procured under a grant and to authorize others to receive, reproduce, publish, or otherwise use such data for AHA or federal purposes.

4. Certification Regarding Grant Agreement and Final Report

The applicant certifies that, if a grant is awarded, the applicant is able to comply with all terms and conditions included in AHA's standard grant agreement and is willing to supply all relevant information requested in the grant final report. Click on these links to view samples of the grant agreement and final report.

Authorized Signature*

By entering your name below, you indicate that you agree to the terms and certifications listed above.

Character Limit: 100

Application Date*

Character Limit: 10