A MORE PERFECT UNION GRANTS
CALL FOR PROPOSALS

Award amount	Up to $5,000
Application deadline	October 31, 2021 (11:30 p.m. Eastern)
Notification	Approximately November 15, 2021
Date projects may begin	Upon notification
Date projects must be completed	Project work must be completed by September 30, 2022; a final report is due December 31, 2022
Additional details	- We plan to award 9 to 12 grants. - The National Endowment for the Humanities provided funding for the A More Perfect Union Grants.

This spring the National Endowment for the Humanities (NEH), Indiana Humanities' federal partner, announced a special initiative called A More Perfect Union. The purpose of the initiative is to advance civic education and to prepare to commemorate the 250th anniversary in 2026 of the signing of the Declaration of Independence. As part of the initiative, the NEH is providing state humanities councils with funding for programs that "deepen public understanding of the American experience—in all its complexities—and [that] enhance the knowledge, skills, and capacities needed to sustain a thriving republic."

Both the NEH and Indiana Humanities believe that the humanities are essential for our nation's well-being. As the NEH points out, "grassroots public humanities programs foster civil discourse, invite audiences of all backgrounds to reflect on our shared American history and the ideals that have animated our republic for more than two hundred years, and help all learners understand how informed, active civic engagement strengthens our country's democracy. Humanities programs for educators help students develop a comprehensive working knowledge of our systems of government, awareness of various ways in which citizens participate in civic life, and skills to think critically about matters that are important in their lives and to a healthy society."

Humanities-based civic education is especially critical in the Hoosier State. Despite a rich history of prominent public servants, including one president and six vice presidents, today Indiana ranks poorly on many of the measures used to evaluate civic health. For example, in terms of voter turnout (a traditional marker of civic engagement), Indiana ranked 38th in the nation in 2012 and 41st in 2016. In midterm elections, Indiana has consistently ranked in the bottom 10 states for voter turnout for more than 10 years. The most recent [Indiana Civic Health Index](#), published in 2019, made several recommendations to address a lack of civic engagement, one of which was a need for additional civic-education programs in Indiana.

To promote civic education and to help address the civic-health challenges that Indiana faces, Indiana Humanities will use our A More Perfect Union funding to offer grants of up to $5,000. Tax-exempt organizations may apply for and use the funds to support continued or new civics programming in the state of Indiana.

What We Support

Indiana Humanities is eager to support diverse public programs across Indiana that address various topics related to the civic-education theme and that utilize a variety of public-humanities formats. A More Perfect Union Grants may support new or ongoing public-humanities activities such as:

- Reading-and-discussion programs or community conversations
- Educational resources, including but not limited to curriculum development or media projects (film, podcasts, etc.)
- Speakers or panel presentations on relevant topics
- Exhibitions aiming to inform and engage audiences on relevant topics
- Oral-history projects

Note that these are just some examples of the types of programs that are eligible to receive funding. We encourage you to propose your own innovative programming ideas that align to the theme, and we welcome collaborative efforts between you and other community partners.

As you develop ideas, it might be helpful to consider the following guiding questions that we've posed. (These are examples to get you thinking; you may come up with your own questions to help direct your approach.)

- How have Hoosiers worked to build a more just, inclusive or sustainable society?
- How does America's constitutional democracy work? What is the individual's role in this process?
- How have historically underrepresented communities been included or excluded from the democratic process? What does this mean to our understanding of American democracy today?
- What are the untold stories of Hoosiers' civic involvements? What is the history of civic mindedness in our state? What does civic engagement look like in Indiana?

In its outline for the A More Perfect Union initiative, the National Endowment for the Humanities also offers these objectives:

- Explore, reflect on and tell the stories of our quest for a more just, inclusive and sustainable society throughout our history.
- Bring the perspectives of the humanities to questions of racial justice, gender equality, the evolution of the American landscape and America's place in the world.
- Strengthen Americans' knowledge of our principles of constitutional governance and democracy.
- Address the experiences of Native Americans and other underrepresented communities.
- Develop innovative approaches to sustaining the nation's humanities infrastructure and preserving its historical record.

Eligibility

To be eligible for the A More Perfect Union Grant, you must apply on behalf of an <u>Indiana-based</u> tax-exempt organization. Schools, public libraries, churches, community organizations and government entities are eligible; 501(c)3 status is not required. We will not award grants to individuals or for-profit entities. Also, note that we will not award an organization more than one A More Perfect Union Grant.

Requirements

Your proposal must meet the following requirements in order to be considered. Our review committee will use these to evaluate, rate and rank your application.

Your project must:

1. **Focus on the theme of civic education (as outlined above) and contain a strong focus on the humanities.** When considering which humanities-related projects to fund, we use guidelines provided by the National Endowment for the Humanities. According to the National Endowment for the Humanities, the humanities include activities in the following disciplines:

   - Literature
   - Language
   - History
   - Philosophy
   - Archaeology

   - Comparative religion
   - Law
   - Ethics
   - Theory, history and criticism of the performing and visual arts
   - Social sciences that have humanistic content and/or humanistic method

   We're especially interested in projects that align with Indiana Humanities' goals and help us carry out our mission. To learn more about what we do and what's important to us, visit our website at <u>www.indianahumanities.org</u>. <u>If you question whether your project falls into the humanities disciplines that we support, please contact us</u>.

<u>A point of clarification about the arts:</u>

Indiana Humanities does not support arts-related projects, especially around the creation/display of visual art (drawing, painting, sculpture, etc.) or the performance of art (drama, dance, music, etc.). If your project involves these activities, we encourage you to seek guidance from the Indiana Arts Commission or your local arts council. In general, we do not award grants for writing workshops or other creative literary programs unless they include considerable opportunity for public reading and discussion. As noted above, we will consider projects that focus on art history and criticism (e.g., a discussion program in which a qualified and engaging scholar explores artistic themes and/or helps put works in context), but funding for these projects is rare. Our advice: If your project includes arts components, reach out to us for guidance before applying.

2. **Include humanities scholars in planning and implementation.** Humanities scholars are those with particular training or experience qualifying them as professionals in one or more of the academic disciplines of the humanities. Scholars may have advanced degrees (MA or PhD) in a humanities field of study and/or regular appointments at an institution of higher learning, or they may have developed a high level of expertise through immersion in a particular cultural tradition. Artists or authors are not humanities scholars unless they also fulfill these criteria.

   We recognize that this requirement raises concerns for many applicants, so <u>if you have questions about including a qualified scholar as part of your project, please contact us</u>.

3. **Be intended for a public audience.** Although you may design and market your program for a target audience, you must ensure that it is open to the public at large. Our review committees assess the public nature of all proposed programs and evaluate how factors such as timing and location will impact audience attraction. <u>Note that we do consider programs delivered in schools and prisons to be public</u>, and in these cases you may offer them to select audiences (i.e., you don't have to open them to the broader public).

   <u>*Please note*</u>*: You may charge admission to an event funded with an Indiana Humanities grant, but the admission should be nominal (we recommend no more than the cost of a movie ticket). We will not fund a project if we feel the cost of admission will prevent it from being a truly public event. For this reason, we typically do not support conferences or workshops that charge significant registration fees, unless the grant goes toward an activity (e.g., a keynote address) that is open to the public at a free or reduced rate.*

4. **Be presented at a site that is accessible according to the Americans with Disabilities Act (ADA).** If the site is not ADA accessible, you must demonstrate how you will make reasonable accommodations.

5. **Include a plan for execution.** You must demonstrate that you have the capacity to execute the project you propose. No matter how strong an idea is, we won't fund it if we don't have confidence that you can successfully implement it. In your application, be sure to provide sufficient detail as you describe your project ideas and goals. Tell us exactly what you're going to do and how you'll do it. Be thoughtful and clear about your timeline. Identify your project

team members and scholars, describe their roles and show how they'll contribute to your project's success.

6. **Not exceed $5,000 in requested funding.** You may apply for a grant of up to $5,000 (though of course you may also ask for less). When we award a grant, we look closely at budgets to evaluate where applicants are proposing to spend grant funds. In some cases, we may offer only partial funding (and we're doing so increasingly as our grants become more competitive).

7. **Begin no sooner than November 15, 2021.** While you may engage in planning your project during the time that Indiana Humanities is considering your proposal, we won't fund your program if part or all of it has already occurred before we make our decision and notify you. If you have questions about the timing of your application, please contact us.

8. **Be completed by September 30, 2022.** A final report is due by December 31, 2022.

Restrictions

Indiana Humanities will not award grants for any of the following purposes:

- General operating expenses (i.e., our grants must support the development and implementation of specific public humanities programs)
- Activities that promote a particular political, religious or ideological point of view
- Advocacy of a particular program of social or political action
- Support of specific public policies or legislation
- Lobbying
- Fundraising
- Endowment contributions
- Regranting of funds
- Purchase of land or facilities, construction or renovation
- Property or major equipment purchases (in other words, funds should not be used exclusively for equipment purchases; we may consider funding equipment, however, if it's a portion of the grant request and will support the overall goal of providing public-humanities programming)
- Archival acquisitions
- Programming that falls outside of the humanities, including the creation or performance of art (see further explanation in the Requirements section above)
- Social services
- Prizes, awards or scholarships
- Publication of books
- Foreign travel
- Alcoholic beverages
- Entertainment (unless it's a key educational component of the program—for example, musicians for a program on Indiana's jazz heritage)

Application, Review and Notification

You must submit your proposal using Indiana Humanities' online application system. Instructions for using the system, including a link to the online application, are on the A More Perfect Union web page at www.indianahumanities.org/grant/ampu-grant. Please note that first-time applicants will have to register in the system. **More information about applying (including a list of narrative questions) is included in Appendix A below.**

An independent review committee will assess each proposal based on the extent to which the project aligns to the guidelines presented in this document. In particular, committee members will evaluate the richness of the humanities content and clear contributions of humanities scholars; how closely the project alighns with the A More Perfect Union theme; the feasibility of the methods and the organization's capacity to execute the project; the strength of the idea and the statement of need; and the clarity and reasonableness of the budget. The committee will also take into consideration other factors such as the diversity of the applicant organization and its audience, the project's alignment to Indiana Humanities' mission and community support. **To help you better understand the factors that go into our assessment, we have attached the A More Perfect Union Grant scoring rubric in Appendix C.**

We'll notify you about the status of your proposal by approximately November 15, 2021; we'll contact the project director, who will be responsible for informing other project team members.

Administration

If we award you a grant, Indiana Humanities will send the project director an agreement and information outlining the requirements for administering the grant.

Among other things, you'll need to:

- Sign and return a copy of the agreement. **This is a standard agreement and is nonnegotiable.** We reserve the right to cancel the agreement if you make significant changes to your project scope, purpose, activities, personnel, budget or timeline without obtaining our permission.

- Provide us with you organization's DUNS (Data Universal Number System) number. Indiana Humanities' grants are funded through the support of the National Endowment for the Humanities, a federal agency, and as a "subrecipient" of federal funds you must follow federal regulations, including registering for and providing us with a DUNS number. We'll ask for the DUNS number on the application, and if you have one, please provide it. If you don't have one, you can leave the field blank (it's not required), but know that if you receive a grant, you'll need to register and provide a DUNS number on the agreement.
    - If you're not sure if you have a DUNS number, visit https://iupdate.dnb.com/iUpdate/companylookup.htm to look up your organization. You can then follow the steps to verify your number or to apply for one.

- If you prefer to obtain a DUNS number via phone, you'll find the phone numbers you need at https://fedgov.dnb.com/webform/pages/reqDuns_phone.jsp.

- Send letters to your congressional delegation announcing the receipt of the grant.

- Submit to Indiana Humanities a listing of grant-funded events/activities.

- Comply with state and federal nondiscriminatory statutes.

- Report significant changes in the project to Indiana Humanities prior to their execution.

- Acknowledge Indiana Humanities and the National Endowment for the Humanities as stipulated in the grant agreement.

- Submit an expenditure and evaluation report at the conclusion of the project.

- Retain auditable records of grant funds and local donations of cash and in-kind contributions and services (for three years).

Note that Indiana Humanities will pay up to 90 percent of your award in advance (after we receive the signed agreement and congressional letters). We'll pay the remaining 10 percent after we receive the final expenditure and evaluation report.

Application Support

We're available to support you as you prepare your application, and we especially encourage you to reach out if you have concerns about whether your idea would be eligible for funding. (If you have doubts, we prefer that you seek advice before you take the time to complete the application.) We're also eager to provide assistance as you prepare your budget, identify your humanities scholars and complete your application. For help, please contact:

George Hanlin, Director of Grants
Indiana Humanities
1500 N. Delaware St., Indianapolis, IN 46202
ghanlin@indianahumanities.org
317.616.9784

Appendix A—Additional Information about Applying

A well-prepared application influences the grant-review process. To achieve a superior rating, proposals must meet the published criteria, clearly describe the end product and include a workable plan, have a consistent and accurate budget with itemized expenses and demonstrate community need for the proposed programming. Below we outline the sections you'll find on the online application form and offer guidance for each.

Part 1: Overview

This section provides us with the basic information we need about your organization. Here are some definitions/tips that you might find helpful:

- *Project Title:* This is the name you've given your project. Make it brief, self-explanatory and appealing.

- *Sponsoring Organization:* This is the tax-exempt group assuming full responsibility for the grant and to whom the grant check should be payable.

- *Sponsoring Organization Official:* This is a person who is legally empowered to sign the application on behalf of the organization—usually the president, executive director or chair. College and university applicants should obtain the approval of their administrative officials (office of research, sponsored programs, etc.).

- *Federal Employer Identification Number (EIN):* Also referred to as the Federal Tax Identification Number (TIN), this is a unique nine-digit number that the Internal Revenue Service assigns to organizations.

- *Data Universal Number System (DUNS) Number:* This is an identification number that the U.S. Office of Management and Budget requires of all organizations receiving federal funds. If your organization doesn't have one at the time of application, you may leave this field blank, but know that you'll need to register for and provide us with a DUNS number if you receive a grant. (More information is in the Administration section above.)

- *Project Director:* This is the person who will serve as the administrative contact for Indiana Humanities. We'll send all grant-related correspondence to the project director, so the person you list should be aware of the application and be prepared to serve. <u>The addresses you list (both email address and U.S. postal address) should be the location where the project director wishes to receive paperwork</u>. Note that you must submit the project director's resume or CV as part of the application.

- *Contact for E-Payment Setup:* If you receive a grant, we strongly prefer to pay funds electronically rather than via check. If you're willing to consider electronic payment, please provide the name and email address of the person to whom we should send setup instructions.

- *Project Cosponsor(s):* These are groups that will play important roles but are not the actual recipients of the grant. Enter "none" if you do not have any cosponsors.

Part 2: Project Summary

The project summary offers our reviewers a **quick overview** of your project (the basic who, what, when and where). **In no more than two or three sentences per question** you should:

- Describe your project. What public programming/product will it produce?

- Describe the audience it will reach.

- Outline when it will take place. (For example, if it's an exhibition, when will it run? If it's a brochure, when will you publish and distribute it?)

- Indicate where it will take place/be distributed.

You'll see that in this section we also ask questions about whether your programs will be presented at sites that are accessible according to the Americans with Disabilities Act (ADA) and whether you'll be charging admission. Depending on your responses, you may need to provide further explanation.

Part 3: Narrative Questions

These questions allow you to provide more detailed information about your project's purpose, audience, connection to the humanities, implementation and evaluation. The online system allows you to start your application, save it and come back to it later, <u>but just to be safe, you might want to type your answers in a word-processing program, save them, then copy and paste them into the online form</u>.

These are the questions you'll need to answer:

- What is your project idea? If it's an exhibition, what's it about? If it's an event, what will take place? In other words, give a thorough description to help reviewers imagine how the project will unfold.

- What are the goals of your project and what do you expect will happen as a result of your work? In particular, how do the goals and outcomes of your project align to the themes and ideas outlined in the call for applications for the A More Perfect Union Grant?

- What is your organization's mission, and how does this project help you achieve it?

- Tell us about your intended audiences: Who are they? Why are they interested in participating? Considering your previous activities, how many people do you estimate the program will reach? How will they find out about the program? If your program will help you engage diverse audiences or reach new and/or underserved audiences, explain that here.

- Describe how the humanities are an integral part of your project. This may include how humanities disciplines, research, texts and/or methods are at the heart of your activity.

- Who are your humanities scholars, and how are they involved in the planning and implementation of your project?

- In addition to the scholars, list other project team members and describe their roles.

- List any partner organizations who are collaborating on this project and describe their roles.

- Give a detailed timeline for the project, including the projected months for planning, implementing and evaluating/reporting.

- How do you anticipate that COVID-19 might impact your programming? If your programming includes in-person activities, what are your plans to ensure that you deliver them safely? What is your contingency plan should you have to cancel them?

- Describe your evaluation plan. How will you know whether you've successfully accomplished your goals?

Part 4: Budget

Here you'll provide a line-item budget for the project, **using the budget format in Appendix B as a guide**. We've included at www.indianahumanities.org/grants/ampu-grant a template you can download and complete; you may also create a spreadsheet (e.g., Microsoft Excel) as long as it has the same columns and categories.

Please note the following:

- In the "Grant Funds Requested" column, list the dollar amount you're requesting in each of the line-item categories (administration, personnel, travel and per diem, etc.).

- In the "Notes" column, provide details on how you calculated the requested funds. We assess the level of detail that you provide in your budget, so be specific and clear about how you'll spend grant dollars.

- You should not request funds for restricted purposes (see page 5 above).

- When calculating travel and per diem, you should keep reimbursement for airfare, hotel and per diem at reasonable rates; you should reimburse mileage at no more than the current IRS standard rate. Note that grant funds cannot be used for international travel.

- You may apply up to 10 percent of grant funds toward indirect costs, unless your organization is allowed a higher rate through a Negotiated Indirect Cost Rate Agreement (NICRA) with the federal government. If your organization has a NICRA, you must submit a current copy along with your application when requesting grant funds for indirect costs.

Part 5: Required Attachments

- The online application requires you to attach resumes or CVs (no longer than two pages each) for the project director and scholars. Remember, the project director is the person whose name appears in the first section of the application and who serves as the primary contact between Indiana Humanities and the grantee organization. This person is also chiefly in charge of implementation and final reporting for the grant.

- Attach two or three letters of support from cosponsors, experts and/or interested community groups. These letters should vouch for the value of your program and its potential impact on the community. They should come from people who are well positioned to make the case and not too closely tied to your organization. (A letter of recommendation from a past participant or a

<u>potential beneficiary of the program is more effective than a letter from your board chair, a staff member or one of the team members designing or delivering the program</u>.) If you're partnering with an organization to deliver a program, it's also helpful to include a letter demonstrating that group's commitment and support.

- <u>Please note that the attachment sections don't allow you to upload multiple documents—you must merge all of your items into one document and upload it</u>. (For example, in the section that asks for resumes, you won't be able to upload four individual resumes—you'll have to combine each of the four resumes into one document and upload that single document.)

Appendix B—Sample Budget

Use the following sample budget as a guide for laying out and itemizing your own budget. You may create your budget in either a Word document or spreadsheet as long you use the same columns and categories as in the sample. Note that this is a general example and not specific to the A More Perfect Union Grant.

Category	Grant Funds Requested	Notes
Administration (list all persons, titles, hours, and rates of pay)		
Program Personnel (list all non-administrative persons and stipends or rates of pay)	$3,000	Susan Wilson, speaker = $500 honorarium Jim Brown, speaker = $500 honorarium Sarah Jackson, speaker = $2,000 honorarium
Travel and Per Diem (list mileage, airfare, lodging, per diem, etc.)	$890	Wilson mileage from Indianapolis, 320 miles RT x $.58/mile = $186 Brown mileage from Chicago, 84 miles RT x $.58/mile = $49 Jackson flight from Boston = $354 Jackson hotel (one night) = $128 Jackson car rental = $73 Jackson per diem, two days @ $50/day = $100
Supplies (list expenses for any supplies)	$77	Supplies for program (paper, envelopes, name tags)
Printing and Postage (list expenses for any printing and postage)	$479	Printing for flyers and brochures = $320 Mailing of brochures = $159
Space Rental (list expenses related to office and meeting space)	$225	Public library meeting room for three days @ $75/day
Other (list all items not included above)	$300	AV rental for three events @ $100 per event
TOTAL	$4,971	

Appendix C—A More Perfect Union Grant Scoring Rubric

Our grant review committee uses the following scoring rubric to evaluate proposals.

Applicant Name: Date:

Does this proposal meet the minimum guidelines (tax-exempt applicant, humanities topic/humanistic methods, public programming elements)?   ☐ Y or ☐ N
If "yes," use the rubric below to evaluate the proposal and assign a score.

Core Components

Component	Unacceptable	Acceptable	Good	Exemplary	Points Awarded
Humanities Focus *20 Points*	The project's connections to humanities topics and/or its use of humanistic methods are weak. The public programming components are minimal. The scholars/experts listed are not legitimate or are questionable at best. *0–5 points*	The project includes humanities elements and/or humanistic methods but they're fairly commonplace. The project does include scholars/experts, though their role may be incidental or not well defined. This is an adequate public humanities project, but it doesn't necessarily inspire. *6–10 points*	The project clearly focuses on humanities topics and/or includes humanistic methods. It features solid public-programming components. The scholars and their roles are clearly identified, and the scholars will likely contribute to the project's success. *11–15 points*	The humanities content focuses on a topic that's underrepresented or not often studied. The project may apply unique approaches. The scholars/experts are extremely qualified and fully involved. This project is likely to engage the participants in meaningful and lasting humanities activities. *16–20 points*	out of 20
Alignment to A More Perfect Union Grant Goals *20 points*	The project doesn't align with the grant's goals. While it may include strong humanistic elements, the focus of the program doesn't center on the civic-education-related themes as outlined in our call for proposals. *0–5 points*	The project includes some elements that help address the key questions around civic education that we've outlined in the call for proposals, but they're not very strong and likely won't lead to meaningful interactions. With more thought and development, the project could rise to the level that we're expecting to see with this grant. *6–10 points*	This project closely aligns with the grant's goals, using the humanities to promote important dialogue and understanding around issues related to civic education. We expect that participants will come away with valuable insights around the questions we've raised in the call for proposals. *11–15 points*	This is a model project. It clearly aligns with the themes outlined in our call for proposals, and we're excited to highlight this work. This is an outstanding example of how an organization can used humanities texts and methods to help participants think and talk about civic education and its role in our constitutional democracy. *16–20 points*	out of 20
Capacity *15 Points*	The organization's ability to carry out this project is questionable. The team does not appear qualified, the timeline is not well thought out/presented, the research/planning seems weak, and/or the organization does not have a strong track record. It does not appear that the organization has the capacity to draw an audience. The proposal is poorly developed. *0–3 points*	Given the proposal and what we know of this organization/team, it's likely it could adequately carry out this project. The team appears qualified, and the timeline seems sound. Based on our understanding of the project and the target audience, we feel the organization is positioned to achieve its goals in terms of attendance. *4–7 points*	The organization has developed a solid proposal that inspires confidence. It has put significant thought into the planning of the project and presents a clearly defined timeline that's achievable. The organization has a clear audience in mind for its program and a method for reaching it. This organization has a reputation for delivering. *8–11 points*	This is an organization that we can depend on to do great work. It has a reputation for excellence. It has prepared a concise and inspiring proposal with clearly outlined goals and a well-defined approach to achieving the goals. The timeline is explicitly spelled out and on target. The organization leaves no doubt that it will reach its audience. *12–15 points*	out of 15

Case Statement/Need *15 Points*	The proposal does not make a compelling case as to why this project is important to the community, nor does it convey enthusiasm and make us want to fund the project. The person writing the proposal does not "sell" the project, and if we don't fund it, it's hard to see that there will be much negative impact. *0–3 points*	Based on the proposal, we can see that this project has merit. The proposal sheds some light on the value the project brings to the community and how participants will benefit. While the enthusiasm factor might not be the highest, we can tell that the project team will be engaged and committed to creating impact. *4–7 points*	The proposal makes a compelling case as to why the project is important and clearly defines the impact it will have on the community. The proposal conveys a strong sense of enthusiasm and excitement. We know that if we fund this work, the team will carry it out with a sense of purpose and will create meaningful engagement. *8–11 points*	The proposal makes clear that this a project Indiana Humanities must fund. The applicant demonstrates how the project is creative, innovative, and dynamic and how it will provide essential and impactful humanities programming to the community. The proposal leaves no doubt as to the value of the project. *12–15 points*	out of 15
Budget *10 Points*	The budget does not include details to help reviewers understand how the organization will spend grant dollars. The budget doesn't seem reasonable, it proposes to spend funds on prohibited activities, and/or the numbers don't add up. *0–2 points*	The budget is adequate. While it might not offer the most detail, the organization has put some thought into it, and we get a sense of how the organization will spend grant dollars. The figures seem reasonable compared to what we understand about the project. *3–5 points*	The budget is well prepared. It offers sufficient detail to help us understand how funds will be spent. The organization has been thorough in its approach, and we feel the budget does a good job of accurately reflecting the costs involved with the project *6–8 points*	This is a model budget. It presents a thorough accounting of how the grant dollars will be invested, and it's clear that the applicant has spent time getting quotes, estimates, etc. The figures are detailed and reasonable, and the budget inspires confidence in the project. *9–10 points*	out of 10

Additional Factors

Factor	Considerations	Points Awarded
Reaches Underserved Audiences *5 Points*	Indiana Humanities wants to be sure that we reach diverse organizations, communities and audiences, and we recognize that we have not always done so. Award up to five points if you feel that the programming proposed in this proposal would reach underserved groups (consider factors such as race, ethnicity, age, gender, sexual/gender identity, socioeconomic status, rural/suburban/urban status, geographic outreach, etc.).	out of 5
Builds Capacity *5 Points*	Indiana Humanities also wants to help organizations build their capacity so that they're better prepared to serve their communities. If you feel that the opportunity to collaborate with us on a grant-funded project will help the applicant to develop the skills of its team members; improve organizational strength; and grow its ability to develop, implement and evaluate meaningful humanities programming for the public, award up to five points. As part of your scoring, consider whether the organization is led by and serves members of underrepresented communities (e.g., BIPOC-led organizations), whether it's at a disadvantage because it has not benefited from previous investment, and similar factors.	out of 5
Aligns to Indiana Humanities Goals *5 Points*	Indiana Humanities' mission is to connect people, open minds and enrich lives by creating and facilitating programs that encourage Hoosiers to think, read and talk. If the proposed project supports our mission and helps us achieve it, award up to five points.	out of 5
Demonstrates Community Support *5 Points*	We want to ensure that our grant recipients are well regarded in their communities and that our grant-funded projects will have an impact, so we ask applicants to submit letters of support from other groups in their area. These should ideally come from outside organizations, not from people closely affiliated with the applicant, and should show that the applicant is a good partner, has a good track record, and is proposing a project that will be of value to the community. Based on the letters of support provided—and other information presented in the proposal—award up to five points.	out of 5
Add together the points you assigned for each of the core components and factors listed above and enter the total to the right. This is your final score.		out of 100

Comments: