**Application for American Rescue Plan grant for humanities organizations and other cultural organizations**

This grant application is to be used by humanities organizations and other nonprofit cultural organizations affected by the coronavirus pandemic to apply for a grant from Kentucky Humanities. This grant will provide recovery funding to museums, archives, historic sites, and other nonprofits impacted by the pandemic.

*All grantees must have a D-U-N-S number in order to be eligible to receive federal funds. The NEH is waiving the requirement of being registered in SAM for these grants only but prefers that your organization is registered. Please start this process as soon as you can.*

[*https://www.sam.gov/sam/transcript/Quick\_Guide\_for\_Grants\_Registrations.pdf*](https://www.sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf )

Four additional documents are needed to support your application: 1.[a statement of revenue/other support, expenses, change in net assets, and audience reached for 2019, 2020, and 2021](/assets/files/Form_File_Upload/Attachment1forgrantapplication.xlsx); 2. a signed [w-9 form](/assets/files/Form_File_Upload/fw9.pdf); 3. organization's most recent audit report or IRS form 990 (preferable for fiscal year 2020) and 4. [grant budget](/assets/files/Form_File_Upload/ARPBudgetPage1and2.xlsx). At the end of the online application, you can upload these documents prior to submitting your application. Once you submit your application, you will not be able to go back into the application and make changes or add attachments. After submitting your application, if you did not attach these documents at that time, you can email them to kyhumanities@kyhumanities.org or mail them to Kentucky Humanities at 206 E. Maxwell St., Lexington, KY 40508. All materials should be received by June 18, 2021.

Applicant Organization

D-U-N-S Number: Is your organization registered in SAM?

What is your organization's tax designation?

Please select the type of humanities organization. Drop-down: museum; historic site; archives; accredited public and 501(c)(3) institution of higher education; federally recognized Native American tribal government; other organization with a humanities mission

What is your organization's published mission?

Organization Street Address:

City, State, Zip

Organization Mailing Address (if different from the physical address)

Organization Website Link

Organization Facebook Page Link

Organization Instagram Page Link

Does your organization currently employ at least one full-time equivalent staff or contract person? Drop-down: yes; no

Amount of KH grant request (help text: Must be $2,000 - $20,000)

Please check the activities for which your organization will use these grant funds. (check boxes: Humanities programming; General operating costs of humanities focused organizations; Strategic planning and capacity building efforts related to preparing, responding to, and recovering from coronavirus; Technical/consultant needs related to digital transition or in support of preservation and access programs (equipment costs cannot exceed 20% of grant); expansion, due to the effects of the coronavirus, of outdoor and virtual humanities programming and engagement of similar activities to transition from traditional environments to those that are more accessible; Equity assessments and planning related to coronavirus and the economic crisis

Project Director First Name Project Director Last Name Project Director Email Address

(Help text: This is the person on record that is responsible for the overall management of the grant. This person will receive the grant award notice, will complete the final project director's report, and will be the primary person that Kentucky Humanities communicates with.)

Project Director Office Phone Project Director Cell Phone

Project Director Mailing Address (if different from the organization)

Project Director City

Project Director State

Project Director Zip Code

Project Director Relationship to the Organization

Authorized Official First Name Authorized Official Last Name

(Help text: This is the person that is designated by the organization to enter into grant agreements for the organization.)

Authorized Official Email Address

Authorized Official Mailing Address (if different from organization)

Authorized Official Phone Number

Authorized Official Phone Number

Fiscal Officer First Name Fiscal Officer Last Name

(Help text: This is the person that will be responsible for the financial reports on this grant. The Fiscal Officer and the Project Director must be two different people.)

Fiscal Officer Email

Fiscal Officer Mailing Address (if different from the organization)

Fiscal Officer Phone Number

Would the Project Director like to receive occasional e-newsletter with information about our programs and deadlines? Dropdown: yes, no, already on mail list

Would the Fiscal Officer like to receive occasional e-newsletter with information about our programs and deadlines? Dropdown: yes, no, already on mail list

Would the Authorized Official like to receive occasional e-newsletter with information about our programs and deadlines? yes, no, already on mail list

How many full-time and part-time employees does your organization employ on the application date? (Help text: Please indicate as follows: full-time - XX employees, part-time - XX employees)

Have any of your employees been laid off during this pandemic? yes, no

If you have had a change in the number of employees because of COVID, please explain.

On average, how much money does your organization need on a monthly basis to maintain essential functions and core staff? (Help text: Please provide the monthly average in 2021.)

Funding Justification: Please describe what effect COVID has had on your organization. What changes has your organization had to make over the past year? Additionally, how will this funding alleviate those impacts? (Help text: Please describe how your operations changed because of covid. Have you reduced staff, operating hours, in-person events, etc. How have you adapted? Describe the programmatic changes your organization has made due to COVID. Additionally, how will this funding alleviate those impacts.

Currently, what is your most urgent organizational concern and what are your plans for addressing this concern?

In a typical year, how many people does your organization serve?

Has your organization received any other emergency funds to support you through COVID-19 and/or have you applied for other sources of funding? What other sources of funds do you anticipate seeking? (Help text: List name of the source(s) and the amount received/pledged. Please include funds/pledges confirmed or applied for to date from private donors, foundations, government agencies, etc.)

Please describe how this funding will help continue to bring the humanities to your audience. Include a description of the program(s), the number of events, any humanities scholars involved in the program, etc. If you are requesting funds for strategic planning, capacity building, preservation and access programs, expansion of outdoor and virtual programs, please describe your plans for this request.

Will this grant help your organization increase equity and inclusion and/or be directed at underserved and minority populations? If yes, please describe how.

Project Abstract (Describe your request in 100 words or less. This is a summary of your request. What do you intend to do with these grant funds and how will they help your organization?)

**Additional attachments to support your online application**

Organizations applying for American Rescue Plan grant should upload the required attachments or mail a copy to our office prior to June 18, 2021. Our mailing address is Kentucky Humanities, 206 E. Maxwell St., Lexington, KY 40508. If you prefer, attachments can be emailed to kyhumanities@kyhumanities.org. Attachments include [completed spread sheet of revenue, expenses, change in assets and attendance info](/assets/files/Form_File_Upload/Attachment1forgrantapplication.xlsx), completed [w-9 form](/assets/files/Form_File_Upload/fw9.pdf), organization's most recent audit report or IRS form 990, and [grant budget](/assets/files/Form_File_Upload/ARPBudgetPage1and2.xlsx).

Organizations applying for an American Rescue Plan grant should upload or mail in a statement of revenue/other support, expenses, change in net assets, an audience reached for 2019, 2020, and 2021.

Please sign and upload a completed w-9 form. You may mail a copy to our office by June 18, 2021 instead of uploading.

Please upload a copy of your organization's most recent audit report or IRS form 990. If you prefer you can mail a copy to our office by June 18, 2021.

Applicant must upload a budget for the amount requested and indicate how the grant funds will be expended. While there is no requirement for any matching funds for this grant, if an organization can offer any match for the related activities that this grant will fund, please include them in your budget.

Once you submit your online application, you will receive a message that says, "Someone will be in touch with you shortly." This message is an indication that your submission was successful. Kentucky Humanities staff will begin processing applications immediately and assign your proposal a grant number and confirm all the necessary attachments are received. Grants will be reviewed as quickly as possible after the June 18 deadline by our grant review committee. If we have any questions about your proposal, we will be in touch. You will be notified as soon as possible after the deadline date if your application was approved. You will also be notified if your application is not approved. Please feel free to call Kathleen Pool at 859/257-5472 or email at kathleen.pool@uky.edu if you have any questions.

Recaptcha