



New Hampshire Humanities Mini Project Grants

New Hampshire Humanities Mini Project Grants provide funds to eligible organizations to support public humanities programs across the state. NHH welcomes applications proposing creative and engaging public humanities programs that advance NH's rich cultural networks and provide opportunities for NH residents of all ages to learn about the world in which they live.

Proposed projects may take up an array of subjects, but the topic must be explored through a humanities discipline or framework.

Applicants may request up to \$2,000 in grant funds; all Mini Grants have a 1:1 cost share requirement.

If you have any additional questions or would like to discuss your program idea, please email grants@nhhumanities.org. A member of the NHH program staff will contact you to set up a meeting.

Award Information

Award Amount: up to \$2,000.00

Budget: applicants must be able to fulfil a 1:1 cost-share.

Award Period: all project expenses must occur within the grant period defined by the applicant in their project proposal. NHH cannot retroactively fund projects.

Application Submission: Applications are accepted on a rolling basis and are reviewed on the third Friday of every month. We recommend applying 6 weeks before your program begins.

Review and Notification: Mini grants are reviewed by the NHH Executive Director and Director of Grants and Programs. Applicants are typically notified of their proposal's status within six weeks of submission.

Reporting: All mini grant recipients will submit a final project report and final budget no later than 90 days following the grant period's conclusion. Recipients with grant periods exceeding 6 months will be required to submit an interim report mid-way through the project. Failure to submit timely and accurate reports could impact an organization's ability to receive future grants from NHH.

Eligible Applicants: private nonprofit organizations; institutions of higher education; state, local, and federally recognized Indian tribal governments; institutions of the federal government.

Required Application Materials:

- A complete project narrative and budget, submitted via the online application portal
- A letter of support from the Subject Matter Expert explaining how they will contribute their expertise to the project.

- Evidence of an organization’s status as an eligible organization
- Federal EIN
- Organization’s Unique Entity Identifier (SAM)
- Resumes or CVs for the Subject Matter Expert, Project Director, and any individual paid with NHH grant funds.

Unique Entity Identifier (SAM): All organizations receiving federal awards must obtain a Unique Entity Identifier through SAM.gov. Register for a SAM UEID at <https://sam.gov/content/home>. There is no cost to register. For a list of frequently asked questions, click [here](#).

Program Criteria

Successful applications will meet the following criteria:

Proposed Program

- **The program must qualify as a humanities program.** Public humanities programs to draw on the insights of the humanities disciplines – for example, history, literature, philosophy, cultural studies – to explore a topic through an analytical lens. A program’s design intends to *interpret* or to *educate* participants about a chosen topic or issue. Successful applicants will demonstrate how their program will encourage participants to *explore or learn* about its subject.
- **Expertise:** The project must involve at least one individual with scholarly expertise in the program’s subject matter who will play an active role in the project’s development or execution. A scholar’s expertise may result from an advanced academic degree (MA, ABD, PhD, or J.D.) in a relevant field or come from serving as the keeper of community traditions and knowledge. Examples of scholars include but are not limited to tribal elders or historians, advanced graduate students, or a professor at a university.

Budget:

- All events should be free and open to the public. If your organization intends to charge admission or request donations at a grant-supported event, we highly encourage you to speak with the NHH program staff before submitting your proposal.
- Organizations must be able to meet a 1:1 cost share requirement. For every dollar NHH awards, the applicant must contribute an equal value of goods or services to the project, either as cash or in-kind contributions, or a combination of both.
 - Cash: from donations, organization operating budgets, other grants, paid staff time used in support of the project etc.
 - In-Kind contributions: the value of a service, good, or labor donated to the project. Ex: a donated room rental, volunteer time, the discount on a speaker fee....
- **Grant Period:** All expenses and events must occur with the grant period. NHH cannot retroactively fund projects.

Restrictions on Funds:

NHH grants cannot be used for any of the following purposes:

- To advocate for a political ideology policy, cause, or party.
- To advocate for a particular religion.
- To fund predominantly art or performance-based programs, including musical performances.
- To provide social services.
- To offer scholarships or prize money.
- To cover an organization's general operating expenses.
- To purchase and supply alcohol.

Evaluation and Notification

Mini grant proposals are evaluated internally, by the NHH Executive Director and Director of Grants and Programs. When evaluating a proposal, they consider the following criteria:

- The degree to which the proposed project will result in a high-quality humanities program.
- The degree to which the proposed program will contribute to NH residents' understanding of a topic, theme, or area of debate.
- The degree to which the proposed project aligns with NHH's mission or goals.
- The degree to which the applicant identifies their target audience and whether the program appears likely to engage this audience.
- The degree to which the applicant is prepared to evaluate their project's impact.
- The degree to which the SME is qualified to participate in the project.
- The degree to which the SME will make an active and positive contribution to the project.
- The degree to which the applicant is prepared to successfully execute their project.
- The degree to which the budget affirms the applicant's preparedness to complete the proposed project; the budget details how NHH grant funds will be used and how the applicant will meet their match contribution.
- The degree to which the applicant articulates a clear plan for publicizing their program.

Reporting

- All mini grant recipients will submit a final project report and final budget no later than 90 days following the grant period's conclusion.
- Recipients with grant periods exceeding 6 months will be required to submit an interim report mid-way through the project.