

READING AND DISCUSSION CRITERIA

Organizations can apply to host a [pre-made Reading & Discussion theme](#) or create their own using this form. In order to apply, organizations need to:

- have chosen a program facilitator
- provide a budget for the program with 1:1 cash or in-kind matching funds
- know what theme they want to apply for, or have developed a syllabus for a newly created theme

Organizations can request any amount to run a Reading & Discussion program, up to \$2,000.

Read more about eligibility requirements [HERE](#).

Questions? Contact Director of Programs Adam Capitanio at acapitanio@humanitiesny.org.

Amount: \$0.00 to \$0.00

Match:

Deadline: . Applicants are encouraged to submit before the deadline.

Decisions:

Next

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If awarded, the organization that appears below will be considered the Grantee. Note: Applicants cannot edit the Organization record. If you would like to change the Organization name, please email programs@humanitiesny.org.

Organization

* Is your organization's operating budget less than \$250,000?





Grant Roles: Please denote who in your organization will be acting as the following four required roles by either selecting from the dropdown or entering in this person's contact information—their first and last name, title, organization, email address, and phone number

Primary Contact (PC): Receives all email correspondence related to this request.

Authorizing Official (AO): Must be an officer of the Applying Organization who is authorized to submit this application for funding. If awarded, the Authorizing Official will receive and sign the Grant Agreement.


Project Director (PD): The person who is primarily responsible for the project's implementation.

Facilitator (FC): The humanities expert who meets with participants and guides the program's discussions.

* PC First Name	* PC Last Name	* PC Title	* PC Organization	* PC Phone  v +1	* PC Email
* AO First Name	* AO Last Name	* AO Title	* AO Organization	* AO Phone  v +1	* AO Email
* PD First Name	* PD Last Name	* PD Title	* PD Organization	* PD Phone  v +1	* PD Email
FC First Name	FC Last Name	FC Title	FC Organization	FC Phone  v +1	FC Email

Please upload the Facilitator's Resume or CV by clicking the paperclip icon below

No files



Are you applying through a fiscal sponsor?

For the project title, please input the Discussion Theme and Your Organization (e.g. James Baldwin's America, New York Public Library). Please see the list of available Reading & Discussion themes [HERE](#).

Project Title:

Are you hosting an existing Reading & Discussion theme?

Project Abstract: Write a brief description of your proposed R&D series. We will use this description in our calendar and press releases if your program is approved.

Project Description: Please describe the R&D program in detail. You can respond to the following questions, if it helps guide your description. What will the program consist of? What issues will it address? Who is this program designed for, and why? What benefit would the program have in your community? How does the program fit with your organization's mission or complement other programming you offer?

How many sessions are you planning?

Program Publicity: Please indicate the methods through which you will publicize this program and reach your intended audiences.

Project Evaluation: Please tell us how you will evaluate the success of this program.

Program Partners: Please list any other organizations or individuals who will be partners in the program.

Region Served: Identify the region of New York State in which the planned programming will take place.

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The Reading & Discussion Grant **requires** applying organizations to meet a 1:1 cost-share match, either from cash or in-kind donations. Please indicate the basic amount you are requesting from Humanities New York and how the cost share will be divided between cash and in-kind resources.

Use the [HNY budget template](#) for your project budget; upload an excel sheet—not a pdf—in the Initial Project Budget field below.

The maximum amount that can be requested is \$2,000.

Attach Initial Project Budget



No files

Amount Requested

\$ _____

Budget Cost Share In Kind

\$ _____

Budget Cost Share Cash

\$ _____

Budget Total

\$ _____

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Please upload the following documents by selecting the paperclip icon

- **The Syllabus/Project Plan** (if you are developing your own Reading & Discussion theme)

Syllabus/Project Plan



No files

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This certification is required for application submission.

By selecting yes below, you certify the the information in this application is complete and accurate. You certify that the applying organization has not been suspended or debarred, and that it is not delinquent on federal debt.

If granted, you will comply with [NEH nondiscrimination statutes](#) and all other [NEH requirements](#). You will provide HNY with the organization's unique entity identifier (currently a [UEI](#)), if it is not already on record.

Authorization: Entering the full name of the Project Authorizing Official (identified in Grant Roles above) constitutes a digital signature.

* Do you Authorize this Request?

* Authorizing Official Full Name

* Certification Date

* Authorizing Official Title

Submit Request

Download PDF of Application

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