

# NHHC Grant Application Review Sheet

**Reviewers keep the following questions in mind as they review a Community Project Grant application. Successful grant applications should have "yes" answers in most areas.**

**Humanist(s):** Generally, at least one principal humanist should have a Ph.D. or an M.A. in a relevant humanities discipline and active teaching or publication in the humanities. The Grants Officer will supply additional information in cases where these criteria are not met.

1. The humanist clearly identifies the intellectual goals of the project.
2. The education, expertise, and scholarship of the humanist involved is appropriate.
3. There is clear evidence of humanist involvement in shaping the project.
4. There is an active humanist role in carrying out and evaluating the project.

**Humanities Content:** This project will result in high quality humanities programs for the public or for specialized audiences such as teachers.

5. The ideas and questions that animate this proposal are solidly grounded in the humanities.
6. The structure of the proposed project allows participants to explore these questions/ideas.
7. The project aligns with NHHC mission and goals.
8. The project is balanced and without advocacy.

**Applicant & Project Plan:** Project planning and personnel involvement works toward program success.

9. The project's goals are reasonable.
10. The project's timeline is reasonable.
11. The applicant has involved appropriate support personnel.
12. There is evidence of community support.
13. The applicant/fiscal officer is able to handle record-keeping and reporting requirements.
14. There is evidence of past success developing high-quality humanities projects and attracting audiences.

**Audience:** NHHC target audiences will be reached effectively.

15. Target audience is clearly identified (adults out of school, educators in public schools, underserved, rural, or at-risk populations, immigrants, new Americans and new readers, etc.
16. It is clear how they will become involved.
17. A strong case for audience need has been made.
18. Audience to be served matches NHHC target audiences.

**Budget:** The majority of funds will help deliver free public humanities programs.

19. It is clear how funds will be used.
20. Expenditures are reasonable.
21. We are not funding partisan issues or advocacy projects; lodging; book publication; overhead/customary operating costs; fine/performing arts, business, or social science without proper humanities context.

**Evaluation:** Clear humanities goals are elaborated and tested for.

22. The evaluation tools relate well to the project goals and gather meaningful data.
23. The evaluation process is clear and appropriate.

**Sustainability:** Subsequent activities broaden and deepen audiences' understanding of the humanities.

24. The program is a self-contained complete event and its success is clearly defined.
25. Relationships between people and institutions are established and nurtured.
26. Grant addresses what happens after this project to build on the learning that took place.
27. There is clear evidence that the applicant will be able to provide this follow-up.