Major Grants for Media Projects

Humanities Texas awards Major Grants for scripting, development, production, and/or post-production of significant humanities media projects designed to reach large numbers of citizens through radio and television broadcast, film screenings, online publication and distribution, and/or other forms of dissemination.

Applicants should submit 1.) a letter of intent, or 2.) a draft of the application one month prior to the deadline. Please consult the Humanities Texas Grant Guidelines (available online) for complete information on funding guidelines and restrictions.

DEADLINES

	Fall cycle	Spring cycle
Letter of intent/draft application	August 15	February 15
APPLICATION DEADLINE	SEPTEMBER 15	MARCH 15
Decision date	December 1	June 1
Project start date	January 1	July 1

NOTE: Major Grant proposals must be **POSTMARKED** no later than midnight of the application deadline. If the deadline falls on a Sunday, proposals will be accepted with the next day's postmark.

QUESTIONS?

Please consult the Humanities Texas Grant Guidelines (available online), call (512) 440-1991, or email grants@humanitiestexas.org. Visit Humanities Texas on the web at www.humanitiestexas.org.

APPLICATION

Submission Procedure

- Complete the Major Grants for Media Projects application form.
- Prepare supplementary materials as required.
- Submit TWO copies of the complete application and supplementary materials. (One copy should include original signatures of the Authorizing official, Project director, and Fiscal agent.) Staple each application in the top left corner; do not include report covers or binders. Mail the original application and its copy to our address.

Supplementary materials that must accompany the application:

1. **A ten-page (maximum) narrative** that includes:
   - An explanation of the origin of and need for the project.
   - An overview of the project, summarizing all key components, including topics/themes/issues.
   - A summary of the program's humanities component, elucidating the humanities themes and perspectives as well as the roles of the humanities scholars.
   - A summary of the long-term benefits that will accrue to the audience through this project.
   - Plans for broadcast/distribution/programming.
2. **A script treatment or completed script**, or a content summary where scripts are not available or appropriate to the project.
3. **Biographical information**. Provide **one-paragraph** biographical sketches on key project personnel, each advisory committee member, and each participating humanities scholar. Be sure to indicate the academic degrees and disciplines of each participating scholar, and the relevant professional experience of other key personnel. Please do not include résumés or curriculum vitae.
4. **Detailed agenda(s)** for any related public programs such as workshops or conferences.
5. **Detailed budget.** Refer to the instructions for preparing the detailed budget on page C.
6. **Letters of support and broadcast commitments**. Address letters to the Humanities Texas Grants Review Committee.
7. **Work sample**. THREE COPIES of a five-minute work sample by the applicant and/or the applicant's production/design team is required. If your project is web-based, please provide a link.
8. A **copy of the sponsoring organization's tax-exempt letter from the Internal Revenue Service** or a letter showing that the sponsoring organization has applied for tax-exempt status (If applicable).

INSTRUCTIONS FOR COMPLETING THE MEDIA PROJECT APPLICATION FORM
Please consult the Humanities Texas Grant Guidelines before completing the application.

1. **PROJECT TITLE.** The title should be brief, informative, and suited to publicity efforts.

2. **PROJECT FORMAT.** Check as requested.

3. **SPONSORING ORGANIZATION.** Complete as requested.

4. **CO-SPONSORING ORGANIZATIONS.** List as appropriate. HTx encourages collaborations and partnerships.

5. **PROJECT DIRECTOR NAME/FISCAL AGENT NAME.** Complete as requested. For more information about who generally serves as a project's fiscal agent, see the Humanities Texas Grant Guidelines. The project director and fiscal agent may NOT be the same person.

6. **HUMANITIES ADVISOR NAME.** Humanities Texas requires that humanities scholars play central roles in the projects we fund. The qualifications of a project's humanities advisor—and the role s/he plays in a project—significantly influence an application's competitiveness. Humanities scholars typically hold an M.A. or Ph.D. in a humanities discipline. If the project director is not a humanities scholar, a humanities scholar is required to work with the project director in shaping the project's humanities component and securing necessary resources. This scholar must review the proposal before it is submitted to HTx. A member of the HTx Board of Directors may not serve as a project's primary humanities advisor. Please complete section 6 even if the humanities advisor is the same person as the project director.

7. **BRIEF DESCRIPTION OF PROJECT.** Summarize the products/programs to be produced and their humanities components.

8. **PROJECT GOALS.** Goals should be specific, measurable objectives. If the proposed project is a component of a larger project, please describe the goals of that larger project as well.

9. **AUDIENCE.** List the audiences or groups your project will serve.

10. **GRANT PERIOD.** The beginning and ending dates of a grant period should cover all phases of a project, from early publicity to final expenditures and evaluations. Grant periods should begin on the first day of the month the project begins, and end on the last day of the month the project ends. A grant period may not exceed eighteen months. All project expenditures must take place within the grant period; neither cost-share nor HTx grant funds may be obligated prior to the grant period.

11. **ADVISORY COMMITTEE MEMBERS.** The Advisory Committee should include 1.) humanities scholars, 2.) other advisors appropriate to the project and its execution, and 3.) community members who represent project stakeholders and the audiences the project hopes to reach. The Advisory Committee should review the application prior to submission and assist in planning and implementing the project. Humanities Texas encourages applicants to draw upon expertise beyond one institution.

12. **KEY PARTICIPATING HUMANITIES TEACHERS/SCHOLARS.** Include members of the Advisory Committee where appropriate. Participating scholars should hold 1.) an advanced degree in a humanities discipline related to the project, or 2.) have demonstrated expertise in a humanities discipline related to the project. See the Humanities Texas Grant Guidelines for additional discussion of the central role that humanities scholars play in HTx-funded projects.

13. **KEY PRODUCTION PERSONNEL.** Complete as requested.

14. **PROGRAM ACTIVITIES.** Provide information on 1.) public programs (screenings, conferences, workshops, classes), and/or 2.) anticipated broadcast of video/film/radio products and/or launch of online resources.

15. **PROJECT SITES.** Comment on the suitability of the sites selected (i.e., is the site accessible to the project's target audience?).

16. **PUBLICITY.** Describe your plans for publicizing and promoting your project. Be specific.

17. **EVALUATION.** At the project's close, project directors are required to submit to HTx an evaluation of the project's strengths and weaknesses. Indicate evaluation procedures, including the work of any outside evaluator. Describe any opportunity that the target audience will have to comment upon the project.

18. **SOURCES OF CONTRIBUTION.** List all sources of cash contribution to the project. "Obligated" funds have been committed to the project. "Anticipated" funds include pending grant requests and the expected results of future fundraising efforts.

19. **BUDGET SUMMARY.** Information should be drawn from the detailed budget that is submitted with the application. See the next page for instructions for preparing the detailed budget.

15. **AGREEMENT.** Please have appropriate officials sign and date the application.

INSTRUCTIONS FOR PREPARING THE DETAILED BUDGET: Media Projects

Cost-Sharing
Project sponsors must provide at least half of the total cost of any project. To meet this cost-share requirement, the sponsoring organization may contribute 1.) cash and/or 2.) in-kind services and goods, such as the time of volunteers, the time of employees assigned to the project, and use of meeting space.

Projects for which the sponsor has raised (or expects to raise) third-party, non-federal cash contributions (i.e., cash donations made to the project by an individual, a foundation, or a corporation not otherwise linked to the sponsoring organization) may be considered stronger candidates for funding. HTx may award such projects grants from NEH's Gifts and Matching Funds program, which must be matched at a 2-to-1 matching rate. In such cases, all additional cost-share (including cash from institutional and third-party gifts) that exceeds the amount being used to obtain the NEH matching funds should be documented in the project budget. Such grants are awarded at the discretion of HTx and do not require a separate application process. HTx staff will communicate with applicants regarding their eligibility for such awards.

See the Humanities Texas Grant Guidelines for a full discussion of allowable costs. Indirect costs (overhead) may not be paid out of HTx funds and may not exceed 10% of the total budget. HTx cannot provide financial support for:
- institutional staffing (e.g., salary payment for employees of one of the sponsoring organizations)
- food (except as travel expenses) or entertainment
- purchase of permanent equipment or property (although necessary equipment may be leased)
- international airfare outside of North America (although HTx can pay for the North American portions of the journey)

Budget Categories
To assist media applicants applying to more than one funding entity, HTx has simplified the budget summary section on the final page of the application form. However, each proposal must include a detailed budget providing a full breakdown of costs within each category of the summary. The detailed budget must follow the same columnar format as the summary, itemizing all cash and in-kind cost-sharing, HTx grant funds, and the total sum of each line. Calculations justifying all entries should be shown (e.g., 10 hours secretarial services @$6 hour = $60) rounding off to the nearest dollar.

Model detailed budgets are available on the [Humanities Texas website](#).

1. Personnel
This category includes expenditures for salaried and technical personnel (e.g., project director, support staff, and others involved in the administration and management of the project), and fees or honoraria for consultants, talent, speakers, panelists, evaluators, the Humanities Advisor, and others, including in-kind contributions by members of the Advisory Committee.
- HTx funds may not be used to pay the salary of employees of one of the sponsoring organizations.
- The bulk of HTx funds should go to project activities, keeping administrative costs to a minimum. With the exception of FICA (social security tax), personnel benefits such as pension and medical coverage cannot be paid from HTx funds.
- Although participants in special lectures, conferences, seminars, and related activities may receive higher honoraria, no more than $500 per speaker per presentation may be paid with HTx funds.
- All persons receiving cost-share or HTx funds should be identified by name.

2. Travel and Lodging
- Travel in connection with project activities is reimbursable at the current rate listed on the U.S. General Services Administration website at [www.gsa.gov](#) for privately owned vehicles and at tourist/economy class for airfare. Actual food and lodging expenses are reimbursable, although no more that $135 per day may be paid from HTx funds. Only the North American portion of international airfare may be paid from HTx funds. In the cases of Canada and Mexico, participants should use U.S. carriers where possible and feasible.
- All persons receiving cost-share or HTx funds should be identified by name.

3. Supplies
- Expenses under this category may include office space and supplies, printing and promotion, postage, telephone, equipment rental, legal expenses, sponsoring organization administrative/fiscal agent fees, rights, insurance, distribution, photography, media stock, and indirect costs (overhead). Indirect costs are not to exceed 10% of total budget.

If this cost breakdown does not apply to your project, please submit both a detailed budget and budget summary that reflects your cost categories. **Your budget must follow the same columnar format as the summary used in this application**, itemizing all cash and in-kind cost-sharing, HTx grant funds, and the total sum of each line. Calculations justifying all entries should be shown (e.g., 10 hours secretarial services @$6 hour = $60) rounding off to the nearest dollar.

Humanities Texas

1410 Rio Grande Street • Austin, TX 78701
P: 512.440.1991 **F:** 512.440.0115

Media Project Application Form

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1. PROJECT TITLE: Blast from the Casts

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2.   PROJECT FORMAT (check all that apply):

☐ Workshops/institutes

☐ Other Program: _____

☐
☐

☐ Radio scripting and development

☐ Radio production/post-production/broadcast

☐ Video/film scripting and development

☐ Video/film production

☐ Video/film post-production/broadcast

☐ Online educational materials ☐

☐ Online humanities programming

☐ Conference/public screening

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3. SPONSORING ORGANIZATION: Blanton Museum of Art

Authorizing official: Ray Williams

Title: Director of Education and Academic Affairs

Address: 200 E. Martin Luther King Blvd.

Non-profit status: ☐ public   ☐ private

U.S. House district #: 10

Texas House district #: 21

Texas Senate district #: 14

City: Austin   State: Texas   Zip: 78705-12 County: Travis

Phone: (512)471-7324   Fax: (512_471-7023   Federal identification #:

E-mail: info@blantonmuseum.org   Institutional website: https://blantonmuseum.org/

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4.   CO-SPONSORING ORGANIZATION (if applicable)

Name:
Contact person:
Address:
City: State: Zip:
Phone: Fax:
E-mail:
Institutional website:

CO-SPONSORING ORGANIZATION (if applicable)

Name:
Contact person:
Address:
City: State: Zip:
Phone: Fax:
E-mail:
Institutional website:

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5.   PROJECT DIRECTOR NAME: Adam Rabinowitz   FISCAL AGENT NAME: Same

Title: Associate Professor

Department/division: Department of Classics

Organization: University of Texas at Austin

Address: 2210 Speedway

City: Austin   State: TX   Zip: 78712

Phone: (512)471-0197   Fax:

E-mail: arabinow@austin.utexas.edu

Title:

Department/division:

Organization:

Address:

City: State: Zip:

Phone: Fax:

E-mail:

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6.   HUMANITIES ADVISOR NAME: Adam Rabinowitz

School/college/institution:University of Texas at Austin

Department/division: Department of Classics

Address: 2210 Speedway

City: Austin   State: TX   Zip: 78712

Phone: (512)471-0197   Fax:

E-mail: arabinow@austin.utexas.edu

Has the Humanities Advisor reviewed this application? ☐ No ☐ Yes

Title: Associate Professor

Academic field/discipline: Classics

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7. **BRIEF DESCRIPTION OF THE PROJECT:** Do not exceed space provided.

In order to bring the second largest surviving plaster cast collection in the country to a broader audience, we propose to create an online platform where users can engage with an interactive map which displays aspects of the casts physical properties and collection histories as well as colorize and manipulate 3D models made from the physical casts in order to combat myths of a monochromatic antiquity.

8. **PROJECT GOALS:**

Our goals by the end of the granting period are 1) to successfully create and host a website which will include an interactive map, 3D models, and abundant descriptive text and additional information, 2) to disseminate the website to at least 20 public schools across the state and provide them with proposed lesson plans regarding the casts, and 3) to present our project at a minimum of 2 conferences in order to promote its potential as a teaching and educational tool.

9. **AUDIENCE:**

Our project is aimed at students and educators across the state, from the elementary to the collegiate level.

10. **GRANT PERIOD:**

July 1, 2020 - December 31, 2021

11. **ADVISORY COMMITTEE MEMBERS:** List name, title, institution, academic field, and highest degree for scholars. List profession and pertinent experience for others.

Name	Title	Institution/organization	Academic field & degree or profession
Michael Falcetano	Technical Consultant	UT Austin	MA
Mary Beth Garrido	Website and UI Designer	UT Austin	BS
Kearstin Jacobson	Technical Consultant	UT Austin	MA
Mara McNiff	Public Outreach Coordinator	UT Austin	MA
Madeline Monk	Financial Manager	UT Austin	MA
Sam Ross	Mapping Developer	UT Austin	N/A

Has the Advisory Committee reviewed this grant application?   ___No ___Yes   Date: ___December 15, 2020_____

12. **PARTICIPATING HUMANITIES TEACHERS/SCHOLARS AND RESOURCE PERSONS:** List name, title, institution, academic field, and highest degree for scholars. List profession and/or pertinent experience for non-scholars. Specify each person's project role. Indicate with an asterisk those who have confirmed their participation in the program.

Name	Title	Institution	Academic Field & Degree	Project Role
Michael Falcetano*	Technical Consultant	UT Austin	MA	3D Modeling and Integration
Mary Beth Garrido*	Website and UI Designer	UT Austin	BS	Front-Facing Website Development
Kearstin Jacobson*	Technical Consultant	UT Austin	MA	3D Modeling and Integration
Mara McNiff*	Public Outreach Coordinator	UT Austin	MA	Public Outreach
Madeline Monk*	Financial Manager	UT Austin	MA	Public Outreach
Adam Rabinowitz	Project Director	UT Austin	PhD	Oversight
Sam Ross*	Mapping Developer	UT Austin	N/A	Website Development

13. **KEY PRODUCTION PERSONNEL AND OTHER RESOURCE PERSONS:** Indicate with an asterisk those who have agreed to take part in the program.

Name	Title	Institution	Field or Profession	Project Role
Michael Falcetano*	Technical Consultant	UT Austin	Art History	3D Modeling and Integration
Mary Beth Garrido*	Website and UI Designer	UT Austin	Information Science	Front-Facing Website Development
Kearstin Jacobson*	Technical Consultant	UT Austin	Art History	3D Modelling and Integration
Mara McNiff*	Public Outreach Coordinator	UT Austin	Art History	Public Outreach
Madeline Monk*	Financial Manager	UT Austin	Classics	Budget Management
Adam Rabinowitz	Project Director	UT Austin	Classics	Oversight
Sam Ross*	Mapping Developer	UT Austin	Classics	Website Development

14. **PROGRAM ACTIVITIES:** List each activity.

Format	Date(s)	City	Site	Est. Attendance

Do you plan to charge fees for any project products or activities? ☑No ▲Yes   If so, how much and for what purpose?

15. **PROJECT SITE(S) FOR WORKSHOPS, CONFERENCES, SCREENINGS, AND OTHER EVENTS:** Is the site appropriate to the audience? Easily reachable? Accessible to the handicapped? Is there adequate parking? **Note:** *HTx prefers that events be held at non-college/university sites unless there is a proven record of attracting general-public audiences to such sites.*

16. **PUBLICITY:** How will this project and/or product be publicized?

We plan on featuring the project as a temporary exhibition on the Blanton Museum website where classes and individuals across the state can engage with these casts and their history, as well as displaying information about it in the museum's Battle Seminar Room. We will also include a link and description to our project on the sites for the Departments of Classics and Art and Art History at UT Austin and share it on departmental Facebook, Twitter, and blog pages.

17. **EVALUATION:** Describe plans for evaluation. If there will be opportunities for audience feedback, please describe.

We plan to evaluate unique and returning visitors, length of stay per page, and the average number of pages viewed per visit as a proxy for how widely and intensively used our project is. We also plan to solicit feedback from teachers who used our project in their classes over the course of the 2020-21 school year.

18. **SOURCES OF CASH CONTRIBUTIONS:** Please list sources of the cash contributions listed in the cost-sharing portion of the budget. Indicate whether the contributions are obligated or anticipated and the obligation/decision dates. **Note:** *Although 3rd-party cash contributions (cash donated to the project from sources other than the sponsor, co-sponsor, or the federal government) are not required, they may enhance funding prospects for this project.*

Individual/Organization	Obligated Amount	Date Obligated
Adam Rabinowitz	$1,356	December 15, 2019

Amount of third-party gifts and grants that may qualify for NEH matching funds: $ _____

19. BUDGET SUMMARY: Round off to the nearest dollar

	COST-SHARING		HTx Funds	TOTALS
	Cash	In-Kind		
Personnel		$1,560	$2,600	$4,160
Travel and Lodging				
Supplies	$1,356		$840	$2,196
Other				
TOTALS	$1,356	$1,560	$3,440	$6,356

ATTACH DETAILED BUDGET

20. AGREEMENT: It is understood and agreed that any funds granted as a result of this request are to be used for the purposes set forth herein. The undersigned assure Humanities Texas that the conduct of this project will be in compliance with the grant provisions set forth by the National Foundation on the Arts and Humanities Act of 1965 (as amended) and the policies of Humanities Texas. The sponsor certifies that it is a nonprofit organization and assures Humanities Texas that this project will be conducted in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

STATEMENT OF CERTIFICATION The applicant institution or organization hereby certifies to the best of its knowledge and belief that it and its principals: a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; b) have not within a three-year period preceding the submittal date of this grant application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property; c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and d) have not within a three-year period preceding the submittal of this grant application had one or more public transactions (federal, state, or local) terminated for cause or default.

Authorizing Official of
Sponsoring Organization: Ray Williams   Date: December 15, 2019

　　　　　　　　　　(Type name and title of above official)

Project Director: Adam Rabinowitz   Date: December 15, 2019

　　　　　　　　　　(Type name and title of above official)

Fiscal Agent: Adam Rabinowitz   Date: December 15, 2019

　　　　　　　　　　(Type name and title of above official)