Project Guidelines

The Association for Tribal Archives, Libraries, and Museums (ATALM) has received $3.6 million from the National Endowment for the Humanities (NEH) to help Native cultural organizations recover from the COVID-19 pandemic. ATALM is one of seven organizations in the USA to receive funding through the “Sustaining the Humanities through the American Rescue Plan (SHARP) program. Project information may also be found on the ATALM website.

Grant Summary

- Funds are intended to support cultural organizations that provide humanities programming and who are facing hardships due to closures and economic impacts related to the COVID-19 pandemic.
- Grant funds may support operating expenses, salaries, staff retention, and support for in-person or online humanities programs.
- Requests may range from $5,000-$50,000. ATALM will fund requests to the fullest extent possible based on available resources and competitiveness of applications submitted.
- Grants are for a one-year time period (March 1, 2022-February 28, 2023).
- Matching funds are not required. If applicants are using funding from this grant program to raise additional funds, this information must be disclosed in the application and reports.
- As required by federal guidelines, successful applicants must have a DUNS number before funds can be released. To learn more about DUNS numbers click here.
- This is a pass-through award of Federal funds from the National Endowment of the Humanities. Federal pass-through funds require backup documentation and receipts kept for three years for auditing purposes. Successful grantees are expected to keep accurate and complete records for reporting purposes.

Key Dates

- Draft and consultations: October 20-December 9, 2021
- Application deadline: December 13, 2021
- Award notification: January 31, 2022
- Earliest date program can begin: March 1, 2022
- Sixth-month report due: October 1, 2022
- Latest date program can end: February 28, 2023
- Final report due: April 1, 2023

*All deadlines are midnight, Central Time

Submitting an Application

Applications must be submitted ONLINE by Monday, December 13 at 11:59 PM Central Time.

Consultations and Application Drafts
Applicants may consult with ATALM staff and/or request a review of draft applications. Review by ATALM staff does not guarantee funding. Please send inquiries to grants@atalm.org

**Eligible Entities**

- Tribal governments operating cultural facilities such as archives, libraries, museums, community centers, arts councils, historical societies, or other types of organizations providing humanities and cultural programming.
- Native cultural institutions with 501(c)3 status.
- Non-native cultural institutions with 501(c)3 status working in partnership with a state or federally recognized tribal entity.
- Higher education institutions working in partnership with a state or federally recognized tribal entity.

***Entities that are NOT eligible include for-profit organizations, individuals, organizations without paid staff, political or advocacy organizations, or non-tribal government agencies.***

**Allowable Grant Activities**

Funds are intended to support cultural organizations that provide humanities programming and who are facing hardships due to closures and economic impacts related to the COVID-19 pandemic.

- **Tribal cultural institutions** may seek funding for the purpose of continuing core functions and activities, as well as conducting community outreach programs in areas of history, religion, language, philosophy, literature, arts, and politics.
- **Non-tribal institutions** may seek funding for the purpose of creating humanities-based public programming in partnership with tribal cultural institutions. Applicants must demonstrate an understanding and appreciation of the rich cultural heritage, knowledge, and contributions of indigenous peoples and understand the historical and contemporary issues affecting indigenous peoples.

**Examples of Allowable Activities Include**

- Operations, including rehiring furloughed employees
- Controlled entry systems, sanitation stations, signage, and other health measures
- Documenting cultural practice
- New exhibits and programs as a way of reengaging the community
- Online programming and exhibits

**Funding Restrictions**

Funds may not be used for the following purposes:

- Overlapping project costs with any other pending or approved application(s) for federal funding and/or approved federal awards.
- Competitive regranting.
- Cancellation costs.
- Pre-award costs incurred more than 90 days before the subrecipient’s period of performance.
- Equipment costs in excess of 20% of total project costs.
- Travel (both foreign and domestic).
- Construction, purchase of real property, major alteration and renovation.
• Collections acquisition.
• The preservation, organization, or description of materials that are not regularly accessible for research, education, or public programming.
• Promotion of a particular political, religious, or ideological point of view.
• Advocacy of a particular program of social or political action.
• Support of specific public policies or legislation.
• Lobbying.
• Projects that fall outside of the humanities and the humanistic social sciences (including the creation or performance of art; creative writing, autobiographies, memoirs, and creative nonfiction; and quantitative social science research or policy studies).

Proposal Requirements
• Describe how your organization has been affected by the economic impacts of COVID-19. For example, did you lose revenue? Layoff staff? Risk permanent closure?
• Describe the humanities programs offered by your organization.
• Provide a detailed description of the program or project for which you are seeking funding.
• Programs, virtual and in-person, must engage at least one humanities scholar who acts as an expert on the particular topic you are seeking to explore. This individual may be someone with traditional cultural knowledge such as a tribal elder or traditional practitioner, someone with an advanced degree in a humanities field, or someone with extensive professional and/or life experience on the subject. In this area, please provide the scholar(s) names and affiliations. While not required, a brief description of their work is helpful.
• If you are requesting funds for staff retention, rehiring staff, or new positions, please describe the role of the staff member as it relates to the humanities.
• List the activities you propose in the order they will be performed.
• Who is your intended audience and how will you reach them? How many people do you estimate the project will serve?
• What are your goals for this program? What do you expect will happen as a result of your work? How will you evaluate the program to know if you have reached those goals?

Grant Attachments
The following attachments must be uploaded during the online submission process:
• Budget Form: Please use the provided budget template.
• Budget Justification
• Tax-Status Documentation: A copy of the organization or fiscal sponsor’s IRS Determination Letter if the applicant is a 501(c)(3) organization or a community organization using a fiscal sponsor. Tribal programs and governments may submit proof that they are a federal- or state-recognized tribe. This document should be uploaded as a PDF file.
• Letter of Commitment from a partner organization (required if you are partnering with an organization
• Letter(s) of Support (optional, may provide up to three letters

Application Review
• Upon receipt, applications will be reviewed by ATALM staff for eligibility and completeness. If deficiencies are present, applicants will have 24 hours to make corrections.
• Eligible applications will be reviewed by an independent Peer Review Grant Committee.
• Applications will be evaluated on demonstrated need and humanities/cultural programming focus.
• Applications are scored (5) Excellent; (4) Very Good; (3) Good; (2) Some Merit (1) Not Competitive
• Applications that are not initially funded but receive an overall score of at least 4 (Very Good) will remain under consideration as alternates.
• All award decisions made by the ATALM Board of Governors are final.

Questions?

Email grants@atalm.org