Utah Humanities CARES Grant Guidelines
Utah Humanities (UH) is honored to provide rapid-response funding to not-for-profit humanities and cultural organizations facing financial hardship as a result of COVID-19. Funding for this grant is provided by the CARES Act and the National Endowment for the Humanities.

Funding Levels
Grants of up to $20,000 for not-for-profit organizations across Utah who provide humanities programming and are facing financial hardship due to COVID-19. Grants are available for general operating expenses, and no funding match is required but is appreciated. We are offering three tiers of funding, based on annual operating budget:

- If your organization’s average 3-year annual operating budget is less than $250,000, you may apply for up to $10,000
- If your organization’s average 3-year annual operating budget is between $250,000 and $1,999,999, you may apply for up to $15,000
- If your organization’s average 3-year annual operating budget is $2 million or above, you may apply for up to $20,000

On the application, we will ask you to provide an average of your operating budget over the past three years and will set the potential funding level based on that amount. (Note that awards will be made based on demonstrated need and the availability of funds: the amounts listed above are guidelines only, and we may offer awards that are less than the maximum amount.)

Priorities
- Intended to support Utah not-for-profit cultural organizations who provide humanities programming and who are facing hardship due to closures and economic impacts related to COVID-19.
- When considering applications, UH will focus on providing funds to all parts of the state. We will give priority to organizations with a strong mission of providing humanities programs that benefit the public, and those that reach underrepresented communities.

Definition of Humanities
The humanities are the study of what we are, what we have been, and what we can become. The humanities help us to analyze our complex society and to make thoughtful, reasoned decisions. The humanities help us to make connections; they connect small questions to large issues, our neighborhoods to the world, and our own experiences to other times and places. Specific humanities disciplines include history, literature, philosophy and ethics, languages and linguistics, comparative religions, cultural anthropology, archaeology, jurisprudence, folklore, history and criticism of the arts, interdisciplinary fields such as ethnic studies, gender studies, and international studies.

Demonstration of Need
Utah Humanities CARES Grants are intended to provide organizations that have been adversely impacted by the COVID-19 crisis with funds for general operations. (In other words, CARES Grant funds are intended to provide operating support and do not have to go toward the development and implementation of humanities-related programs, as required with other UH grants.) Demonstration of need is a key focus of the CARES Grant application. In order to receive funds, you must show that as a result of COVID-19, your organization has suffered hardship. This may include:

- Loss of significant revenue (from admissions, investments, donations, etc.)
- Loss of staff (through layoff, furlough, etc.) or reduction of staff salaries
• Difficulty paying rent/mortgage
• Risk of closure

**Eligibility**
Not-for-profit organizations in Utah who provide humanities programming such as:
- Not-for-profit organizations with a humanities-based mission
- Libraries and museums (art museums should apply through the [Utah Division of Arts and Museums](https://www.utaharts.gov/arts-and-museums))
- College and university humanities departments (see additional instructions below)
- State and local government agencies providing humanities programming (see additional instructions below)
- Native American tribal governments

Not Eligible:
- Individuals
- For-profit businesses
- Organizations located outside Utah
- Organizations solely focused on the creation, performance, or display of art (please apply through the [Utah Division of Arts and Museums CARES Grants](https://www.utaharts.gov/arts-and-museums))
- Political or advocacy organizations

**College, University, and Local Government Agencies**
If you are applying from a humanities department of a university or a cultural arm of a local government (i.e., museum, state park, etc.), you will provide the financial information for the specific department or cultural arm, not the larger university or government entity. For example, the English Department at a university will provide budget, staff, and other information solely for the English Department. Or, a history museum that’s part of a city government will provide budget, staff, and other information solely for the history museum.

**Restrictions**
Per the direction of NEH, Utah Humanities CARES Grant funds cannot be used for the following purposes:
- Activities that promote a particular political, religious, or ideological point of view
- Advocacy of social or political action
- Support of specific public policies or legislation
- Lobbying
- Programming that falls outside of the humanities
- Purchase of land or facilities, construction, or renovation
- Purchase of alcohol
- Prizes, awards, or scholarships
- Foreign travel
- Fundraising
- Endowment contributions
- Re-granting of funds

As required by federal guidelines, you will need to provide a [DUNS number](https://www.commerce.gov/duns).
Application, Review, and Notification

- Applications will be accepted starting May 11, 2020, and will close at 11:59 pm on May 22, 2020.
- Notification will be made on June 1, 2020.
- We regret that feedback will not be given on draft applications or grant decisions.
- As required by federal guidelines, applicants must have a DUNS number.
- You will apply through an online application at utahhumanities.org.
- Applications will be evaluated based on demonstrated need rather than a polished application. A review committee will assess each application based on 1) the extent to which the applying organization provides public humanities programming, and 2) an assessment of the applying organization’s demonstrated need. The committee will also take into consideration the organization’s geographic reach, the audiences it serves, and other factors. The scoring rubric can be found online at utahhumanities.org.
- You will be notified of funding decisions by June 1, 2020.
- We expect that the demand for the UH CARES Grants will be high and that we will have more requests than we can fund. We may make awards that are less than the maximum amounts. If grant dollars remain at the end of the initial round, we will announce another opportunity to apply.

Administration of the CARES Grant
If you receive a UH CARES Grant, we will send you information outlining the requirements for administering the grant.

Among other things, you will need to:
- Review, sign, and return a copy of the grant agreement.
- Comply with basic state and federal nondiscriminatory statutes.
- Submit a final report as directed in the grant paperwork that we send you.
- Retain auditable records of grant funds for three years.

How to Apply
Apply online at utahhumanities.org

Contact grants@utahhumanities.org with questions.

*Note - this process may be updated or amended. Last updated May 7, 2020