Wyoming Cultural CARES emergency grants

Wyoming Humanities Council

Applicant Information

Important:
If you are applying for a grant for a different non-profit than the one you originally registered with, please contact Wyoming Humanities.
Applications must be completed by the project/program director under a registered user name through this Foundant site. You are encouraged to download the question list using the provided link in the upper right if you would like to draft answers elsewhere. Applications must be submitted through this portal. Email and mail copies of this application will not be accepted.

Full and part-time employees*
Please list the number of (1.) full-time employees, (2.) part-time employees, and (3.) contractors that currently work for your organization.

Character Limit: 100

Your Organization's Annual Operating Budget (FY 2020)*

Character Limit: 20

Amount Requested*
Enter the amount of CARES Grant funding your organization is requesting. Please note the structured caps on requests:

- Annual Operating Budget of $0 – $50,000 = Request Cap of $5,000
- Annual Operating Budget of $50,000 – $250,000 = Request Cap of $10,000
- Annual Operating Budget of $250,000+ = Request Cap of $15,000

Character Limit: 20

End date grant funds will be used by*
By what date will your organization have used the requested funding? (This determines the due date of your final report. Grant funds must be used by 10/31/20.)

Character Limit: 10

Organizational Mission*
Please provide your organization's mission statement.

Character Limit: 2000
Organizational Activities*
Please describe how your organization focuses its mission and activities on some or all of the public humanities values advanced by Wyoming Humanities. (You are strongly encouraged to demonstrate how your organization makes use of the public humanities in its mission and/or activities in your answer):

- enhancing the creative and cultural economy;
- engaging communities to improve quality of life;
- raising cultural awareness to expand the Wyoming Narrative;
- promoting civics and democracy; and,
- fostering critical thinking and lifelong learning.

updated 5/15/20
Character Limit: 5000

Organization Audience*
Please describe your organization's primary audience (e.g., Wyoming veterans, Sweetwater County residents, Baggs residents).
Character Limit: 500

Fiscal Agent
The Fiscal Agent is the person responsible for receiving, disbursing, and accounting for all grant funds used in a project. They are also responsible for recording and accounting for all funds.

The Fiscal Agent may be someone such as an accountant, but is usually the fiscal officer of the sponsoring organization. The Project Director/Grants Administrator may not serve as the fiscal agent.

A. Name*
As described above, if you are the person submitting and signing this grant application, you cannot serve as the grant's fiscal agent.
Character Limit: 250

B. Organization and Role/ Expertise*
Character Limit: 250

C. Phone Number*
Character Limit: 250

D. Email*
Character Limit: 250

Fiscal Sponsorship
If you are choosing to use a fiscal sponsor, please list:
• Name of Sponsoring Organization
• Primary Contact
• Email
• Phone
• Address (for mailing checks)
• Organization DUNS
• Organization EIN

Please note: both your organization and your fiscal sponsor must be tax exempt to qualify for Cultural CARES funds.

updated 5/15/20

Character Limit: 5000

**Budget Information**

This federal funding is made available through The National Endowment for the Humanities (NEH) to assist cultural institutions affected by the coronavirus as part of the $2.2 trillion CARES Act economic stabilization plan appropriated by the U.S. Congress and signed into law on March 27, 2020 by President Trump.

WYH is required to pass along all federally mandated provisions dealing with civil rights, budget allocations, record keeping, reporting, licensing of WYH-funded media, insurance, acknowledgment of WYH and NEH in all funded activities, and other general compliance issues.

Funds may not be used for the following purposes:
• 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
• purchase of land or facilities, construction or renovation
• overlapping project costs with any other pending or approved application(s) for federal funding

**Other Financial Assistance***

Please list any other federal emergency financial assistance your organization is seeking, including amounts requested and/or awarded. This may include, but is not limited to:
• Paycheck Protection Program ("PPP") Loans
• Economic Injury Disaster Loans ("EIDL")
• Economic Injury Disaster Advance Loan
• Small Business Administration Loans
• Direct support from the National Endowment for the Humanities
• Direct support from the National Endowment for the Arts
• Wyoming Arts Council grants

Applying for other emergency financial assistance does not prevent organizations from receiving emergency funds from Wyoming Humanities.

Character Limit: 2000

**Funding Purposes***
Please describe what the requested emergency funding will be used for. Staff retention and general operating support requests are strongly preferred. If funds will go towards general operating support, please specify what operations (e.g., rent for June and July ($2300 x 2); internet and wifi for 4 months, etc.).

Please note: requested grant funds cannot have overlapping project costs with any other pending or approved application(s) for federal funding.

updated 5/15/20

Character Limit: 5000

**Preventing funding overlap**
If your organization is applying for federal funding from other sources, how will you ensure there is not overlap in the use of these funds with emergency funding from Wyoming Humanities?

Character Limit: 2000

**Funding Justification***
Please explain the need for emergency assistance. Examples of need might include (but are not limited to):

• lost revenue due to canceled programs
• threat of lost space due to inability to make rent, mortgage, or utility payments
• staff layoff or furlough due to inability to make payroll
• risk of permanent closure

Character Limit: 5000
Future Funding Needs (optional)
What future operational needs can you foresee for your organization? (e.g., digitizing collections, upgrading facilities, etc.)
If you don’t yet know (but anticipate some needs in the future), please indicate that.

Character Limit: 2000

Required Federal Funding Information

DUNS Number*
Wyoming Humanities is required to ensure that all grantees obtain and retain a Data Universal Numbering System (DUNS) number. This DUNS refers to the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) which uniquely identifies business entities. A DUNS number may be obtained from D&B by telephone at 866.705.5711 or click here to register online.

- If you are using a fiscal sponsor, list the fiscal sponsor DUNS number here.
- If you have applied for a DUNS but not yet received a number, type "applied" into the box.

updated 5/15/20
Character Limit: 9

Certification of not-for-profit*
Wyoming Humanities is required to adhere to all federal funding rules and regulations for awarding these funds. As such, WYH can only award funding to groups constituted for not-for-profit purposes.

Choices
I certify that this organization was constituted for not-for-profit purposes.

Acknowledgement of support*
Recipients of Wyoming Humanities grant funds must acknowledge Wyoming Humanities and the National Endowment for the Humanities as donors in their current fiscal year in all printed and electronic materials, including advertisements and publicity materials, and whenever written or verbal presentations are made.
Recipients of these funds may also be asked to participate in conversations and data collection about how COVID-19 is impacting cultural organizations in Wyoming.

Choices
If awarded grant funds, my organization will credit WYH and the NEH and use their logos
Signature

AGREEMENT: I agree to use the funds as set forth in this proposal and certify our compliance with the regulations specified below.

1. Certification Regarding the Nondiscrimination Statutes The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations:
   (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance;
   (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance;
   (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681 et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and
   (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute.

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (45 CFR 1169) (a) The applicant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. (b) Where the applicant is unable to certify to any of the statements in the certification, such prospective participant shall attach an explanation to this proposal.

By typing your name and submitting this application, you agree to the terms and certifications above.

Authorized Signature*

Character Limit: 250

Application date*

Character Limit: 10