



BOARD MEETING NOTEBOOK

**February 23-24, 2024
Helena, MT**

Humanities MONTANA

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Humanities MONTANA

AGENDA

Board of Directors Meeting
Helena, MT
February 23-24, 2024

OUR MISSION: Humanities Montana serves multicultural communities through stories and conversation. We offer experiences that nurture imagination and ideas by speaking to Montanans' diverse history, literature, and philosophy.

- **STRATEGIC PRIORITY ONE [SP1]: RE-ENERGIZE GRANTMAKING**
- **STRATEGIC PRIORITY TWO [SP2]: REALIGN PROGRAMS**
- **STRATEGIC PRIORITY THREE [SP3]: REFINE OUTREACH AND DEVELOPMENT**
- **STRATEGIC PRIORITY FOUR [SP4]: ENRICH ORGANIZATIONAL AND BOARD CULTURE**

Board of Directors: Glory Blue Earth, Carol Bradley, Jeremy Carl, David Cates, Jennifer Corning, David Dietrich, Ray Ekness, Jeanette Fregulia, Linda Grande, Mary Hernandez, Carla Homstad, Lathie Poole, Arian Randall, Karen Reiff, Esther Beth Sullivan, Clark Whitehorn, Tim Wilson

Staff: Jill Baker, Executive Director

THURSDAY, FEBRUARY 22

OPTIONAL TRAVEL DAY

For those attending Orientation or Traveling over 3 hours, accommodation provided at **Residence Inn Helena, 2500 East Custer Avenue.**

FRIDAY, FEBRUARY 23

Location: Meeting Room at Residence Inn Helena, 2500 East Custer Avenue

NEW BOARD MEMBER ORIENTATION (all are encouraged to attend)

10:00 Welcome and Introductions: David Dietrich **[SP4]**

- Board Responsibilities: Duties and Structure
- Board Responsibilities: Processes
- About: HM and NEH
- About: Financial Overview
- About: Legal Framework and Guiding Documents

12:00 Break: Optional Lunch - *Please RSVP*

FRIDAY, FEBRUARY 23 (CONT.)

Location: Meeting Room at Residence Inn Helena, 2500 East Custer Avenue

HM BOARD STRATEGIC SESSION [SP3]

- 1:00 Welcome and Introductions: David Dietrich [SP4]
1:20 Board Member Spotlights with Carla Holmstad [SP4]
1:30 **Strategic Board Retreat with Susan Howlett [SP3]**
A highly interactive and engaging session where we will learn more about how to be strategic governors, compelling ambassadors or effective donor stewards.
5:30 Break
7:00 **Dinner at Benny's Bistro Restaurant [SP4]**
Location: 108 E. SIXTH AVENUE, HELENA, MT

SATURDAY, FEBRUARY 24

NEW LOCATION: The Foundation for Montana History, 1750 North Washington Street *(Complimentary Hot Breakfast Provided at Residence Inn Helena beginning at 7 AM. The Foundation for Montana History is a 6 min drive from the hotel.)*

HM BUSINESS MEETING

- 8:30 Tour of The Foundation for Montana History—Charlene Porsild, President/CEO
All are encouraged to attend
9:00 Welcome and Call to Order: David Dietrich [SP4]
 - Invitation for Public Comment – David Dietrich
 - Indigenous Peoples and Land Acknowledgement- Beth Sullivan
 - Reading of the Mission Statement- Mary Hernandez
 - Approval of Agenda— David Dietrich9:15 Board Chair Opening Remarks: David Dietrich
 - Briefing and Q&A9:30 Consent Agenda: [SP1/2/3/4]
 - Board Minutes—Sept 22-23, 2023 and Jan 3, 2024
 - Finance Committee Minutes—Jan 24, 2024
 - Governance Meeting Minutes—Jan 31, 2024
 - Grants Committee Minutes—Jan 30, 2024
 - Community Engagement Committee Minutes—Jan 31, 2024
 - Executive Director Report
 - Development Plan FY24
 - Organizational Strategic Action Plan FY24
 - Grants Report
 - Programs Report
 - Approve the following updates to HM Personnel Policy Manual
 - Employees may use sick leave after 30 days of employment.

- Employees may use vacation time after 90 days of employment.

Action item: Approve Consent Agenda

9:40 Finance and Audit Committee — Lynda Grande **[SP1/2/3/4]**

- **Action Items:**
 - Review and Approve Oct 31, 2023 Financial Reports
 - Review and Approve Dec 31, 2023 Financial Reports
 - Discussion Item: NEH Carry-Over Funds- \$293,620 **[SP1/2/3/4]**

10:00 Governance Committee — Mary Hernandez **[SP4]**

- **Action Items:**
 - Sign Annual Conflict of Interest, Code of Ethics, Code of Conduct Forms
 - Complete Board Travel Reimbursements
 - Board Cost Match- report volunteer hours
- Board Committee Discussions:
 - Strategic Priorities Planning for 2024 **[SP1/2/3/4]**

10:45 Break

11:00 Community Engagement Committee- Jeanette Fregulia **[SP3]**

- **Discussion Items:**
 - Rethinking Governor's Humanities Awards
 - Montana Center for the Book: Great Reads from Great Places
- Program Observation Report: Carol Bradley

11:30 Grants Committee — Carla Homstad **[SP1]**

Community Project Grant Recommendations

- **Action Item: Approve Community Project Grants**

12:00 Executive Director Q & A – Jill Baker **[SP1/2/3/4]**

12:15 Closing Comments – David Dietrich

12:30 Final thoughts and upcoming meetings — David Dietrich

- Spring Meeting: June 14-15, 2024, TBD- Butte or Missoula
- Fall Meeting: September 27-28, 2024- Grand Union in Fort Benton

1:00 Adjournment (Lunch on your own)

Humanities Montana Board Meeting Minutes

Date: September 22-23, 2023

Location: KwaTaqNuk Resort & Casino, Polson, MT

Present: Glory Blue Earth, Carol Bradley, Jennifer Corning, David Dietrich, Ray Ekness (virtual), Jeanette Fregulia, Carla Homstad, Linda Grande, Lathie Poole, Esther Beth Sullivan, Clark Whitehorn (virtual)

Staff: Jill Baker (Executive Director), Megan Sundy (Grants Manager)

Absent: Jeremy Carl, David Cates, Ramey Growing Thunder, Mary Hernandez, Arian Randall

Board Chair David Dietrich called the meeting to order at 9:00 a.m. on Friday, September 22. A quorum was present.

Beth Sullivan offered the land acknowledgment.

Consent Agenda

David gave a brief synopsis of utilizing a consent agenda to contract and save time during board meetings. Consent agendas involve a global approval of minutes from the last board meeting, committee meetings facilitated between the previous and current board meetings and other documents or reports that do not warrant additional discussion. David noted that if there are any items in the consent agenda that a board member would like to discuss further that item may be moved to the regular agenda.

At David's request, Lynda Grande gave an overview of the work done by the Governance Committee (formerly the Trusteeship Committee) since the June board meeting. David expressed his gratitude for all that was accomplished over the summer in preparation for the September meeting.

Additionally, David expressed the gravity of having a vote to remove a board member from the board, and that this was something he didn't take lightly. He reviewed the process of removing a board member as stated in the bylaws. The vote on the agenda is the result of the complete absence of participation in committee meetings, board meetings, and regular communications over the past year.

Carla Homstad moved to approve the items listed in the consent agenda and Jeanette seconded, motion passed unanimously.

Executive Director Report:

Jill Baker expressed her gratitude to the board for all their support, and for their volunteer time over the past few months attending committee meetings and reviewing grant proposals. She

acknowledged Randi's work and the positive state of the organization and the smooth transition of the ED role. She informed the board that throughout the board meeting they would be learning of the staff's progress with Humanities Montana's Strategic Plan. She is currently focusing her efforts on Priority Three: Refining Outreach and Development. She has been attending local HM outreach events and networking with cultural organizations, including attendance at the USS Committee Western Heritage Award Ceremony at State Capitol with the Montana Historical Society and traveling to Winnett to attend an HM program at their annual Harvest Dinner on Saturday, September 30th. Additionally, she plans to meet individually with as many current and past board members and staff as possible over the next year.

After the completion of the September board meeting, Jill will focus her time on building a development/communications plan for HM. It will be important to set goals and develop strategies before hiring a Development Communications Officer for HM. She noted that it typically takes two years for new development staff to raise enough funds to cover their own salary before significant ROI is realized.

Programs Report

John Knight was not able to attend the board meeting as he was taking unexpected bereavement leave. Jill Baker and Jeanette Fregulia delivered the report in John Knight's absence.

Jill acknowledged the great work that John is doing and the effort he put into this report. Focusing on HM's Strategic Framework Priority Two: Realigning Programs, Jill reported that she and John are currently reviewing and evaluating existing programs. John has been doing an amazing job conducting outreach and building relationships in rural communities as demonstrated through the program report shared in the board packet.

Jeanette reported on the decision for the Programs Committee to transition to the Community Engagement Committee. She described the challenges of discussing the distinctions between governance and oversight of programs versus the operations of programming. Jennifer Corning and Carol Bradley commented on whether the renamed committee has enough support in terms of committee members and requested increased collaboration opportunities with the grants committee.

Jill mentioned recent conversations with staff at the Montana State University Extension Office on facilitating local civic conversations around the state. This led to a broader conversation about ways in which HM can support building capacity for civil discourse across the state. This is an area of need as organizations have been reaching out to HM to request facilitators for challenging conversations. Jill mentioned [The Conversation Project](#) offered by Oregon Humanities as a model for this type of programming.

Meeting break – 10:50 a.m.

The meeting reconvened at 11:10 a.m.

Finance Committee Business:

Finance Chair, Carla Homstad, reviewed the July 31, 2023, Financial statements with the board. The organization is currently in a good financial position. Jill provided a contingency plan for the board in case of a government shutdown. HM currently has a savings fund available to cover essential business expenses for at least 60 days. Carla provided a high-level overview of the proposal FY24 HM budget and answered questions.

Jeanette Fregulia moved to approve the July 31, 2023, Balance Sheet and Budget vs. Actual Financial Statements, Jennifer Corning seconded, motion passed unanimously.

Carol Bradley moved to approve the FY24 budget, Jeanette Fregulia seconded, motion passed unanimously.

The board brainstormed high-level fundraising opportunities including bringing in a luminary speaker like David Brooks.

Break for lunch at 12:00 p.m.

The meeting reconvened at 1:16 p.m.

Grantee presentation

A thoughtful presentation was provided by AERO/Abundant Montana (see slide presentation). HM previously awarded a grant to fund two articles written in their Local Food Guide publication.

Grants Committee Business:

Committee Chairperson Jennifer Corning provided a summary of the award recommendations including:

FULL FUNDING (6 PROJECTS)

- FILM + VIDEO - \$10,000, The Story of Us: The Women Who Shaped Montana, The Extreme History Project
- FILM + VIDEO - \$5,500, Stars & Stories: Northern Cheyenne, the Morning Star People, Montana State University Billings
- FILM + VIDEO - \$10,000, USS Montana Documentary project, USS Montana Committee, Inc.
- FILM + VIDEO - \$10,000, Connecting the Grizzly, International League of Conservation Photographers
- REGULAR - \$5,000, New Songs for the Butte Mining Camp Essay Book, The Clark Chateau
- REGULAR - \$4,383, Indigenous Heritage Celebration: Language & Art, C.M. Russell Museum

PARTIAL FUNDING (6 PROJECTS)

- FILM + VIDEO - \$5,000, Unearthed: Native Peoples' Ancient Lives Revealed in the Greater Yellowstone, Documentary Educational Resources
- REGULAR - \$3,000, Rocky Mountain Kid Lit Festival, Billings Public Library

- REGULAR - \$5,000, Montana Media Lab's Threatened Podcast, University of Montana
- REGULAR - \$4,000, Native Filmmaker Initiative (NFI) Film Club, Big Sky Film Institute
- REGULAR - \$4,000, 'The Write Question' a Montana Public Radio program and podcast, University of Montana
- REGULAR - \$5,000, Norman Maclean Festival presents 'Finding our Place in Nature: The Power of Story', Alpine Artisans, Inc.

DECLINE FUNDING (9 PROJECTS)

- FILM + VIDEO - \$8,000, Clara Boone, MINT Film MT
- FILM + VIDEO - \$10,000, "Mother Range: Rearing Hope in America's Livestock Industry," AERO
- FILM + VIDEO - \$10,000, Documentary Film "Why Should I Care?" The Homeless in Helena, Hands On Global, Inc.
- FILM + VIDEO - \$8,000, Taking the Reins, Center for Independent Documentary, Inc.
- FILM + VIDEO - \$8,000, Climate Aid: Voices of the Forest, The Montana Project
- REGULAR - \$10,000, Life in the Land, The Common Ground Project
- REGULAR - \$2,275, 3rd Annual Winter Lodge Rendezvous, Montana Playwrights Network
- REGULAR - \$5,419, Expert Lecture Series and Publication for WITHIN: Louis Still-Smoking and Josh Isaiah, Paris Gibson Square Museum of Art
- REGULAR - \$5,000, The Centering Indigenous Knowledge Series, University of Montana

TOTAL RECOMMENDED AWARD: \$70,883.00

David Dietrich asked for a motion to approve the recommended subawards, Lynda Grande motioned, Carla Homstad seconded, and the motion passed unanimously.

Grants Report

Grants Manager Megan Sundy provided updates on her progress with the HM Strategic Framework Priority One: Re-Energize Grantmaking. Over the last year she has focused on outreach and engagement efforts including co-facilitating grant writing workshops, conducting informational webinars and focus groups with grantees.

As a result, there will be some changes in FY24 including shifting the grant application deadlines to December 1, April 1, and August 1 each year. Increasing the amount for mini (formerly opportunity) grants from \$1000 to \$2000. There will also be updated categories for grants to include project (formerly regular) grants, multimedia grants, and film/video grants. This will assist with the review process. Additionally, Megan and Jill will be looking at revamping the Public Humanities Fellowship offering in FY24.

Ad Hoc Governance Committee Business:

Carla Homstad and Lynda Grande gave a final report on the progress that the Ad-Hoc Committee made over the past year. The work of the Ad-Hoc Committee will now be incorporated into the work of the newly formed Governance Committee. David thanked them for all their work. Carla then asked the board to consider a motion from the Ad Hoc Governance Committee:

Motion to approve the change from the Programs Committee to the Community Engagement Committee. Jeanette Fregulia moved to approve, Carla Homstad seconded, motion passed unanimously.

Governance Committee Business:

David asked board members to consider the following motions for approval:

Motion to remove Ramey Growing Thunder from the board of directors due to chronic absenteeism, Lynda Grande moved, Jeanette Fregulia seconded, motion passed unanimously.

Motion to approve the Governance Committee's approved changes to the Bylaws restructuring the committees and their duties as written in the updated Board Bylaws document in the board notebook. The board's standing committees will now include Executive, Governance, Finance/Audit, Grants, and Community Engagement. Lynda Grande moved, Jeanette Fregulia seconded, motion passed unanimously.

Motion to approve a change to the bylaws that increases the grant amount that requires board approval from over \$1000 to over \$2000. Lynda Grande moved, Jeanette Fregulia seconded, motion passed unanimously.

Jennifer Corning moved to approve the nominations from the Governance Committee and appoint Tim Wilson and Karen Reiff to the Board of Directors, Jeanette Fregulia seconded, motion passed unanimously.

Lynda Grande moved to approve the nominations from the Governance Committee to elect 2024 Slate of Officers of David Dietrich as Chair, and Esther Beth Sullivan as Vice Chair., Jeanette seconded, no nominations from the floor, with no nominations from the floor Lynda passed out the paper ballots.

Jill Baker counted secret ballots; Megan Sundry served as a witness.

Jill announced the results that David Dietrich will serve as Board Chair and Beth Sullivan serve as Vice Chair in 2024.

Discussion ensued about FY24 board meeting locations and ideas about needed board training. Clark suggested discussing how board members can be brand ambassadors and David suggested the group discuss fundraising ideas on Saturday.

David Dietrich motioned to adjourn the meeting until Saturday morning at 9 a.m., Lynda Grande seconded, motion passed unanimously.

Meeting adjourned at 3:19 p.m. MJHS and JB

Saturday, September 23, 2023

Location: KwaTaqNuk Resort & Casino, Polson, MT

Present: Glory Blue Earth, Carol Bradley, Jennifer Corning, David Dietrich, Ray Ekness (virtual), Jeanette Fregulia, Carla Homstad, Linda Grande, Lathie Poole, Clark Whitehorn (virtual)

Staff: Jill Baker (Executive Director)

Absent: Jeremy Carl, David Cates, Ramey Growing Thunder, Mary Hernandez, Esther Beth Sullivan

Board Chair David Dietrich called the meeting to order at 9:00 a.m. on Saturday, September 23rd. A quorum was present.

He asked for public comment with no response.

He then proposed the following agenda items:

Discussion about the board's role in Strategic Priority Three: Refine Outreach and Development and Strategic Priority Four: Enrich Organizational and Board Culture. The board agreed to this agenda.

Strategic Priority Three: Refine Outreach and Development:

Clark shared that he would like to do some outreach on behalf of Humanities Montana while he is attending conferences around the state and region. Jill offered to look at the current inventory of marketing materials for him to bring with him. The board brainstormed other opportunities to support HM in their communities as ambassadors at local events and with other community members who are passionate about humanities. They requested some bookmarks and business card sized handouts to take with them to events. Jill will follow up with HM's graphic designer.

Strategic Priority Four: Enrich Organizational and Board Culture:

David recommended that the board focus on building comradery and culture in FY24. Carla agreed to interview board members to share at upcoming board meetings over the next year. The board also discussed coordinating a virtual book club. Carol will coordinate this activity for the board with Jill's support setting up Zoom. Jeanette offered to coordinate a board/community gathering in Helena during the February board meeting.

Jill mentioned that future board meetings will likely be a half day on Friday afternoon, and a half day on Saturday morning with one overnight stay. She and David will determine the agenda for the February meeting and determine if that will fit the needs of the organization and board. Jill

also mentioned an opportunity to collaborate with the Foundation for Montana History in Missoula during the June board meeting. She will gather additional information to share with David and Beth.

Other:

Before adjourning, Carla brought forward a concern about the fairness of having some board members reviewing only a few grants of their choosing and whether that would skew the results. After much discussion, it was agreed that it should be addressed in the Grants Committee charter. The board generally agreed that all members of the grants committee would ideally review every proposal. Jill mentioned that she and Megan were researching ways to make the review load more reasonable for everyone and acknowledged that reviewing the most recent round of applications was challenging due to the high volume and short turnaround.

Jill thanked everyone for their feedback and time.

David adjourned the meeting at 11:00 a.m. JB

Special Board Meeting Minutes
Wednesday, Jan 3rd at 3:30 PM
Via Zoom

Attendees: Jeremy Carl, David Cates, Jen Corning, Ray Ekness, Jeanette Fregulia, Lynda Grande, Carla Homstad, Mary Hernandez, Lathie Poole, Karen Reiff, Esther Beth Sullivan, Clark Whitehorn, Tim Wilson, and Jill Baker, Executive Director

Absent: Glory Blue Earth, Carol Bradley, David Dietrich, Arian Randall

Vice Chair Esther Beth Sullivan called the meeting to order at 3:35 PM. A quorum was present.

2024 Committee Nominations:

Beth provided some background about the process for committee nominations. She explained that the recent updates to the by-laws include the additional steps of approval through the Governance Committee and a full board vote.

From the Revised Bylaws:

*Governance Committee: There shall be a Governance Committee. The Governance Committee shall consist of directors and a chair **nominated by the board chair and appointed by a resolution of the board.** This committee shall recommend board chair and vice chair and election of new directors to the board.*

The specific duties of the Governance Committee include:

A. Develop a board matrix for recruiting and maintaining a board with diverse backgrounds and skillsets representative of Montana;

B. Nominate new board members for election to the board and assist the Executive Director in developing and coordinating new board member orientation;

*C. **Recommend committee assignments in coordination with the board chair;***

D. Nominate board members for election as officers;

E. Review and update the bylaws at least every 3 years or as needed to resolve newly developed issues;

F. Create or review board policies (e.g., Code of Conduct, Code of Ethics, Board Calendar) for full board approval on an annual basis.

Lynda Grande explained that Dave, Beth, and Jill met in early December (December 5th) to review the board committee survey results and make nominations for the 2024 committees. The nominations were based on board members' first or second choices whenever possible as well as their expressed interest in leading a committee. Dave and Jill met with members of the 2023 ad hoc Governance Committee (since no official Governance Committee had yet been appointed) on December 18. This group unanimously approved the nominated committee roster as presented and moved to forward the roster to the full board.

Lynda moved approval of the 2024 committee rosters. Mary Hernandez seconded the motion. The board discussed the recommendations and answered questions. Beth called the question for a full board vote which passed unanimously.

Jill reminded the board about the upcoming Winter Board Meeting in Helena on Friday, February 23 and Saturday, February 24. She will be working with the committee chairs to schedule meetings over the next few weeks in preparation for the upcoming meeting, and asked the board to look for a message to come out soon regarding hotel accommodations.

Beth thanked everyone for attending today's meeting and adjourned the meeting at 3:45 PM. JB

	Grants	Finance	Governance	Community Engagement
Chair	Carla	Lynda	Mary	Jeanette
	Tim	David Cates	Jeremy	Jen Corning
	Karen	Beth	Clark	Lathie Poole
	Ray		Dave Dietrich	Arian Randall
	Glory		Carol	

Name2	Committee Preference: (Committee descr	What is your second committee preference?	What is your third committee preference?	What is you fourth committee preference?	Are you interested in a d
Esther Beth Sullivan	Community Engagement Committee	Finance & Audit Committee	Governance Committee	Grants Committee	No
David Cates	Finance & Audit Committee	Governance Committee	Grants Committee	Community Engagement Committee	No
Lynda Grande	Governance Committee	Grants Committee	Finance & Audit Committee	Community Engagement Committee	Yes
Mary Hernandez	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Grants Committee	Yes
Jeanette M Fregulia	Community Engagement Committee	Grants Committee	Governance Committee	Finance & Audit Committee	Yes
Jen Corning	Grants Committee	Community Engagement Committee	Finance & Audit Committee	Governance Committee	No
Carol Bradley	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Grants Committee	No
Tim Wilson	Grants Committee	Finance & Audit Committee	Governance Committee	Community Engagement Committee	No
Arian Randall	Community Engagement Committee	Grants Committee	Governance Committee	Finance & Audit Committee	No
Karen Reiff	Grants Committee	Finance & Audit Committee	Community Engagement Committee	Governance Committee	No
Ray Ekness	Grants Committee	Governance Committee	Community Engagement Committee	Finance & Audit Committee	No
Carla Homstad	Grants Committee	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Yes
W. Clark Whitehorn	Governance Committee	Community Engagement Committee	Finance & Audit Committee	Grants Committee	No

Dave Dietrich	Governance
Jeremy Carl	Governance
Lathie Poole	Community Engagement
Glory Blue Earth	Grants

Finance Committee Minutes

Wednesday, Jan 24, 2024, via Zoom

Attendees: Lynda Grande, Committee Chair; Esther Beth Sullivan, David Cates
Staff: Jill Baker, Executive Director, Jodi Todd, Accountant

Committee Chair Lynda Grande called the meeting to order at 11:58 AM. A quorum was present.

Discussions:

October 31, 2023/End of FY23 Financial Reports

The committee reviewed and discussed the Oct 2023 FY2023 Budget to Actual, Oct 31 2023 HM Balance Sheet, and Oct 31 2023 HM P & L reports. Jill and Jodi answered their questions about revenue and expenses for FY2023 and reviewed the Balance Sheet and Profit and Loss reports for the year.

Overall, HM is in a good position financially. However, the organization has a significant carry over amount with the NEH Award SO-289884-23 grant. This is due to the lack of program activities during the pandemic as well as the staff transitions in leadership over the past year. Jill recommended that HM spend down the carry-over funds through Montana Conversations, Speakers in the Schools, and Re-grants as much as possible in FY24. There may be an additional opportunity to invest in the Montana Center for the Book program. It is a best practice to spend the funds in the year that they are awarded to ensure continuation of funds at the budgeted amount.

Jodi highlighted that the total grant award from the Englehard Foundation, \$160,000 was recognized in FY2023 despite only receiving \$80,000 in that year. This is due to a nonprofit accounting rule that requires that the full amount be recognized when a grant is awarded without specified terms and conditions. This is the grant that supports the Democracy Project program. In FY2024, it will appear that the program is in a deficit, but only because the revenue has already been recognized in a previous fiscal year.

Chair Lynda Grande called the question to approve the October 31, 2023 Financial Statements and reports as presented. Beth moved, and David seconded the motion. The motion carried unanimously.

December 31, 2023 FY2024 Financial Reports

The committee reviewed the Dec 2023 FY2024 Budget to Actual, Dec 31 2023 HM Balance Sheet, and Dec 31 2023 HM P & L reports for the first two months of the fiscal year with staff. There were no significant concerns. Lynda called the question. Beth so moved, and David seconded the motion. The motion to approve the December 31, 2023 financial reports carried unanimously.

FY2023 Audit Update

Jill informed the committee that Jodi and the rest of the staff have been preparing to submit documents to JCCS for the annual audit. As the process moves forward, the committee will be updated. The final audit report is expected to be presented to the committee before the June board meeting.

Scheduling FY24 Meetings

In an effort to assist with scheduling, it was suggested to set meeting times for the upcoming year. The next meeting will be held on Wednesday, May 8th from Noon to 1:30 PM and include the audit report. The budget meeting is scheduled for Wednesday, August 28th from Noon to 1:30 PM. Jill will send out calendar invitations to the committee.

Lynda adjourned the meeting at 12:57 pm. JB

Governance Committee Meeting Minutes
Monday, December 18, 2023 from 4-4:30 PM
Via Zoom

Attendees: Lynda Grande, Committee Chair; David Dietrich, Chair; Carol Bradley, Clark Whitehorn, and Jill Baker, Executive Director

Committee Chairperson Lynda Grande called the meeting to order at 4:05 PM. A quorum was present.

2024 Committee Nominations:

Lynda asked Jill to provide some background about the process for committee nominations. Jill explained that the recent updates to the by-laws include the additional steps of approval through the Governance Committee and a full board vote.

From the Revised Bylaws:

*Governance Committee: There shall be a Governance Committee. The Governance Committee shall consist of directors and a chair **nominated by the board chair and appointed by a resolution of the board.** This committee shall recommend board chair and vice chair and election of new directors to the board.*

The specific duties of the Governance Committee include:

A. Develop a board matrix for recruiting and maintaining a board with diverse backgrounds and skillsets representative of Montana;

B. Nominate new board members for election to the board and assist the Executive Director in developing and coordinating new board member orientation;

*C. **Recommend committee assignments in coordination with the board chair;***

D. Nominate board members for election as officers;

E. Review and update the bylaws at least every 3 years or as needed to resolve newly developed issues;

F. Create or review board policies (e.g., Code of Conduct, Code of Ethics, Board Calendar) for full board approval on an annual basis.

Jill went on to explain that she, Dave and Beth met virtually on Tuesday, December 5th to review the board committee survey results and make nominations for the 2024 committees. The nominations were based on board members' first or second choices whenever possible as well as their expressed interest in leading a committee.

The committee members reviewed the nominations and discussed the roster for each committee. They agreed with the roster nominations, so Lynda called for a vote to approve the nominated committee rosters and leadership as presented. Clark made the motion and Carol seconded. The motion passed unanimously.

The committee discussed next steps for full board approval. It was determined that a special meeting would be called with at least 10 days' notice as per the by-laws. Jill will send out a survey to determine the best meeting time for the board to meet the first week of January.

Lynda adjourned the meeting at 4:35 PM. JB

Name2	Committee Preference: (Committee descr	What is your second committee preference?	What is your third committee preference?	What is you fourth committee preference?	Are you interested in a d
Esther Beth Sullivan	Community Engagement Committee	Finance & Audit Committee	Governance Committee	Grants Committee	No
David Cates	Finance & Audit Committee	Governance Committee	Grants Committee	Community Engagement Committee	No
Lynda Grande	Governance Committee	Grants Committee	Finance & Audit Committee	Community Engagement Committee	Yes
Mary Hernandez	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Grants Committee	Yes
Jeanette M Fregulia	Community Engagement Committee	Grants Committee	Governance Committee	Finance & Audit Committee	Yes
Jen Corning	Grants Committee	Community Engagement Committee	Finance & Audit Committee	Governance Committee	No
Carol Bradley	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Grants Committee	No
Tim Wilson	Grants Committee	Finance & Audit Committee	Governance Committee	Community Engagement Committee	No
Arian Randall	Community Engagement Committee	Grants Committee	Governance Committee	Finance & Audit Committee	No
Karen Reiff	Grants Committee	Finance & Audit Committee	Community Engagement Committee	Governance Committee	No
Ray Ekness	Grants Committee	Governance Committee	Community Engagement Committee	Finance & Audit Committee	No
Carla Homstad	Grants Committee	Governance Committee	Finance & Audit Committee	Community Engagement Committee	Yes
W. Clark Whitehorn	Governance Committee	Community Engagement Committee	Finance & Audit Committee	Grants Committee	No

Dave Dietrich	Governance
Jeremy Carl	Governance
Lathie Poole	Community Engagement
Glory Blue Earth	Grants

	Grants	Finance	Governance	Community Engagement
Chair	Carla	Lynda	Mary	Jeanette
	Tim	David Cates	Jeremy	Jen Corning
	Karen	Beth	Clark	Lathie Poole
	Ray		Dave Dietrich	Arian Randall
	Glory		Carol	

Governance Committee Minutes

Wednesday, Jan 31, 2024, from 1:00 to 1:30, via Zoom

Attendees: Mary Hernandez, Committee Chair; Carol Bradley, Jeremy Carl, and Clark Whitehorn

Absent: Dave Dietrich (on vacation)

Staff: Jill Baker, Executive Director

Chairperson Mary Hernandez welcomed everyone and called the meeting to order at 1:00 pm.

Discussions:

Preparation for Feb Board Meeting

Mary introduced the work ahead of the Governance Committee in 2024 including the final approval of Committee Charters/Job Descriptions and any resulting updates in the Bylaws. There is time set aside on the upcoming board meeting agenda for each committee to review their draft charters while the board is all together face to face. The draft charters are currently found in the board portal under the Ad-Hoc Governance Committee.

Strategic Priorities for 2024

Additional strategic priorities for the committee are to lead a mini-evaluation after each board meeting. This will allow the board to gather input and feedback from directors to better understand what is working well and where there is room for improvement. Some questions may include: What did you learn? Are you happy with how we spent our time together? Etc.

Additionally, she and Jill will work together to draft an annual board evaluation as well as board self-evaluation tools, and develop a Board Governance Calendar to share with directors, and assist with recruitment through better demonstrating the time commitment required as a board member for HM.

Scheduling 2024 Committee Meetings

The committee decided to set dates for upcoming meetings with the option of scheduling additional meetings as needed. The next scheduled meetings are: Wednesday, May 15 at Noon, and Wednesday, August 28th at 10:30 am.

Mary adjourned the meeting at 1:30 pm. JB

Humanities Montana Grants Committee Meeting

January 30, 2024

Zoom, 11:00 AM

Present: Carla Homstad (chair), Glory Blue Earth, Ray Ekness, Karen Reiff, Tim Wilson,
Staff: Jill Baker (executive director), and Megan Sundry (grants and evaluation director).

A quorum was present.

Committee Chair Carla Homstad called the meeting to order at 10:58 a.m., welcomed the committee, and thanked everyone for reviewing proposals.

Grants Committee Discussion

Grants and Evaluation Director Megan Sundry provided a brief synopsis of the updates to the grant categories, amounts, and application deadlines implemented in November 2023 and offered rationale for the lower-than average volume of applications received for the December deadline. She also reviewed the YTD grantmaking budget and funds available for award decisions through October 31, 2024.

Committee Chair Carla Homstad facilitated discussions of grant applications based on overall ratings and reviewer comments.

Total number of applications reviewed by board members = 4

Sum of funds requested from all applications = \$28,966

Estimated remaining funds in HM's FY24 grantmaking budget available = \$142,400

The committee considered the following community project grant applications:

Community Project grant applications (*4 received, \$28,966 requested*)

- The Centering Indigenous Knowledge Webinar Series, University of Montana's MT Campus Compact
\$7,666 - *Weighted Score: 91.0%*
- The Montana Anthology, Working Quiet
\$9,000 - *Weighted Score: 90.2%*
- Bringing the World to Eastern Montana and Eastern Montana to the World
\$5,000 - *Weighted Score: 89.8%*
- 2024 Dillon Community Story Stroll, Dillon Public Library
\$7,300 - *Weighted Score: 89.3%*

Tim asked how Humanities Montana assesses the differences between censorship and supporting free ideas and speech related to specific grant projects. Carla and Jill provided insight and referenced the "On Advocacy" language developed by previous board members and included in the Grantmaking Toolkit.

Committee members then discussed each application.

They felt The Centering Indigenous Knowledge Webinar Series fit well with Humanities Montana's mission and asked that they 1) provide more information regarding their confirmed speakers, 2) share plans to measure reach through recorded sessions, and 3) revise the project budget to reallocate funds earmarked to commission a logo to an allowable expense category.

Committee members thought The Montana Anthology proposal did a good job of presenting the need for the publication and demonstrated strong support for the project's completion through other fundraising success and a confirmed publishing contract. Committee members requested that staff request an updated list of contributing authors in preparation for the February board meeting.

The committee was impressed by the Montana World Affairs Council's efforts to collaborate with MSUB and expand their distinguished speaker program to Eastern Montana communities. The Dillon Community Stroll was a committee favorite because of the unique collaborations across grade-levels and community organizations. Committee members see the project as benefitting students at multiple grade levels and the community at large.

Noting that there was full support of the funding requests, Carla asked for a motion to approve the grant proposals and recommend full funding. Ray made the motion. Tim seconded. The motion carried unanimously. **TOTAL RECOMMENDED AWARD: \$28,966.00**

The committee confirmed the following meeting dates in 2024:

Tuesday, May 7th @ 11:00 a.m. – 12:30 p.m.

Thursday, September 5th @ 9:00 a.m. – 11:00 a.m.

Humanities Montana staff will schedule a Zoom and send the link to committee members via a calendar invite.

The meeting adjourned at 11:55 PM. MJHS & JB

Community Engagement Committee Minutes
Wednesday, Jan 31, 2024 via Zoom.

Attendees: Jeanette Fregulia, Chair, Jen Corning, Lathie Poole, Arian Randall and guest Clark Whitehorn.

Staff: Jill Baker, Executive Director, John Knight, Programs Director

Chairperson Jeanette Fregulia welcomed everyone and called the meeting to order at 3:34 pm.

Discussions:

Programs Update:

An end-of-the-year program report was provided to the committee. John was available to answer any questions about the report. The committee provided positive feedback and Jill noted the percentage of programs that were taking place in rural communities. Additionally, she and John noted that they have been recruiting new speakers to build up HM's agricultural humanities and veteran offerings. John left the meeting at 3:45 pm.

A question was then raised about the vision and purpose of this new committee. Jeanette and Jill reviewed the language in the by-laws:

Community Engagement Committee. There shall be a Community Engagement Committee. The chair shall recommend directors to serve on the Community Engagement Committee and recommend its chair. The board shall appoint the committee members and its chair by resolution. Specific duties of the Community Engagement Committee include:

- A. Provide oversight of Humanities Montana programming;
- B. Serve in an advisory capacity for any new programming;
- C. Provide support with special events, including the Governor's Humanities Awards;
- D. Provide support with donor outreach and communications with stakeholders.

Jill explained that the committee would be focusing on the board's role in supporting externally facing activities like advising programming, supporting special events, and donor outreach. This may also include connecting staff with communications and marketing opportunities. Staff will still be responsible for getting the work completed, and the board will have more of an advisory role in the various areas of focus. Jeanette noted that because it is such a new committee there will be some time spent further refining the purpose, especially in its first year. Jill mentioned that the committees will be reviewing their draft charters at the upcoming board meeting so that may be an opportunity to further define their role and duties.

MT Center for the Book

Jill shared that Humanities Montana is the state affiliate for the Library of Congress' Center for the Book. The purpose of MT Center for the Book is to promote literature, reading, libraries, and the literary arts, through publications, events, media. In the past, HM coordinated the Montana

Festival of the Book as its main activity until 2015. Now the Montana Festival of the Book is its own nonprofit organization based in Missoula. Since then, the program has continued to offer the Montana Center for the Book Prize (Great Reads from Great Places), Big Sky Reads book clubs, the Montana Authors Project (MAP), as well as disseminate information about Montana writers and literature.

Jill reported that the Library of Congress Great Reads from Great Places book prize is due by March 28, 2024. Previously, HM staff have chosen the recipient of this book prize. However, this is an opportunity for the board to engage in and help to redefine this process, especially in 2025. The turnaround is quite short this year so staff will gather a short list of recommended books from local independent bookstores across the state that have been published in the last year by authors who live in Montana. Jill will present the list to the board at the upcoming board meeting and discuss how to best move forward with the decision this year.

Review FY24 Development Plan

Jill requested feedback on the Development Plan for FY24. The committee had no questions or concerns about the plan. Jill wrote the plan so that once a Development Director is hired, they will have direction and guidance for how to best move forward with fundraising. Currently, there are over 20 applications for the position and at least 10 who are well qualified. Phone interviews will start next week, and final interviews will take place Feb 28 and 29.

Jill then asked the committee for their feedback regarding the future of the Governor's Humanities Awards. While the awards were appreciated and raised awareness of the humanities in the state, it is a time intensive event that has not raised enough money to cover expenses. She recommended that the board discuss this further and explore other ways to recognize humanists. The committee agreed that the gala format is a thing of the past in fundraising. There was some discussion about the original purpose of the Governor's Humanities awards and concern about honoring the legacy of the previous honorees. As a result, it was recommended to add this topic as a discussion item at the upcoming board meeting.

Schedule Meetings for FY24

The committee discussed scheduling a regular meeting either monthly or bimonthly in order further discuss its charter and develop the Great Reads for Great Places process for the 2025 book prize. Jill and Jeanette will touch base in the next week to make recommendations to the committee.

Jenette adjourned the meeting at 4:38 pm. JB

Executive Director Report

February 2024

My first six months at Humanities Montana has flown by! Since the September board meeting, I have been traveling quite a bit on behalf of our wonderful organization. In early October, I observed speaker, Mary Jane Bradbury in Winnett, Montana and then traveled to White Sulphur Springs where I was invited to stay with former board member, Jamie Doggett at the Camas Ranch. It was quite an adventure and felt great to be out on the backroads of Montana near my former stomping grounds. Later that month, the staff and I traveled to Indianapolis, Indiana for the National Humanities Conference where I met other colleagues from across the country and attended inspiring workshops. One workshop that stood out to me was about Agricultural Humanities—telling the stories of the family farm and experience of growing food. This shouted Montana to me, having grown up on the Hi Line on our own family farm. The staff and I have been envisioning what this type of programming could look like at HM and building relationships with writers and organizations with connections to this community. You will notice some of our insights in the following FY24 Operational Action Plan.

In January, Megan and I traveled to Bozeman to attend MSU Research Day where we met with faculty and staff to educate them about the grants and programs that HM has to offer and to learn more about their funding needs. It was a productive day of meetings. Additionally, we met with the Executive Directors of the Ivan Doig Center and the Museum of the Rockies, as well as the Head of Archives and Special Collections at MSU's Library. We learned that not only does the MSU Library have the largest collection of Ivan Doig's papers, but they also have letters to and from Robert Pirsig who is one of their most famous professors. While we were in town, I had the pleasure to meet with local board members for dinner. The following week, I traveled to Helena to meet with Charlene Porsild, the Executive Director of The Foundation for Montana History who has generously offered to host Saturday's board meeting as well as a tour of their facility. She introduced me to a few other EDs in Helena and then we enjoyed dinner with her wonderful husband who happens to be on our board of directors, Clark Whitehorn. It was a quick trip this time, so I wasn't able to meet with other board members while I was there, but I plan to be back that way fairly often. It looks like I will have an opportunity to travel to Billings sometime in March, so I am looking forward to that road trip as well. As those dates firm up, I will be in touch.

Additionally, I have been working to prepare the Development Plan that is found in the board notebook. I worked with Susan Howlett to gain insight from her tremendous experience and expertise in fundraising as well as her work with other humanities councils. She is originally from Billings and has written books on the subject, including *Boards On Fire!* This plan has been a guide for the Development Director's job description, interview questions, and will provide a roadmap for the new hire. As of February 2nd, we received 28 applications for the position. Phone interviews will be held over the next two weeks, and final interviews are planned for February 28 and 29. Meanwhile, an annual appeal letter was sent out to a list of over 300 supporters including some of my friends in Great Falls. We raised \$15,600 from 89 donors during the campaign. The 2022 Campaign raised \$16,100 from 91 donors with a full time Development Director. So, we were able to maintain donations over the past year despite all the transitions and have a base of loyal donors to continue to cultivate moving forward.

I have also focused on building teamwork at Humanities Montana. We updated their job descriptions and held a staff retreat in November to learn more about each other's communication preferences through a DiSC assessment and training. We also attended a baseball game over the summer and enjoyed a New Year's Brunch after the holidays. It's been great to get to know the staff better and learn more about each of our strengths and opportunities.

As always, please reach out to me if you have any questions. I'd love to have coffee when you travel to Missoula. Looking forward to seeing you soon at the meetings in Helena!

Respectfully submitted,

Jill Baker

HUMANITIES MONTANA: FY24 DEVELOPMENT PLAN

OVERVIEW

The mission of Humanities Montana is to serve communities through stories and conversation. We offer experiences that nurture imagination and ideas by speaking to Montanans' diverse history, literature, and philosophy.

To achieve our goal, Humanities Montana —

- provides programs that tell our diverse stories
- facilitates conversations about the most pressing issues
- supports Montana's cultural institutions through grants and partnerships
- offers public humanities such as history, literature, and philosophy to nurture memory, imagination, and ideas

INTRODUCTION

Humanities Montana (HM) was established in 1972 as one of 56 state councils established through the National Endowment for the Humanities (NEH). By congressional mandate, the NEH, an independent federal agency in the executive branch, provides general operating support through its office of Federal/State Partnerships to Humanities Montana and other state humanities councils. In FY 2023 HM received nearly 90% of its annual operating budget from the NEH, with just 10% coming from other revenue sources.

It is imperative that Humanities Montana diversify its funding sources in order to build a broad, sustainable base of financial support for the organization's next 50 years. In order to attain this goal, the board included strategic priority 3: Refine Outreach and Development, in its 2023-2025 Strategic Plan. The primary strategy to meet this priority is to engage individual stakeholders, supporters and donors through relationship-building and increased visibility throughout the state by staff and board.

RATIONALE

Humanities Montana is fiscally sound and well-established nonprofit organization that is heavily reliant on grant funding. In order to move to a more sustainable funding model, the organization should focus on building support through individual donors and earned income. The focus over the next five years will be to build systems that will generate a larger portion of the annual budget from sustainable sources each year.

SWOT ANALYSIS 2024

STRENGTHS

- Over 50 years as a Montana nonprofit
- Successful Programs: Montana Conversations and Speakers in the Schools, Democracy Project
- Successful Re-granting with CARES and SHARP Grants
- Positive relationships with libraries, schools, colleges, museums and other cultural institutions.
- Generous relationship with the University of Montana (office space, technology, etc.)

WEAKNESSES

- New Team—still learning and rebuilding the organizational culture
- Small Team—limited capacity to expand programs without hiring new staff
- Development program was established in 2018 and has had a limited budget

OPPORTUNITIES

- New Team—fresh ideas and new approaches to public humanities in Montana
- Carry-over funds from NEH grant may provide an opportunity to expand and grow development and outreach activities until they are more self-sustaining.
- Successful re-granting of non-NEH funds may provide a model for expanding this effort
- The Montana Center for the Book has room to expand and grow outside of the Montana Festival of the Book.

THREATS/CHALLENGES

- Heavily Reliant on Federal Funding
- Potential Federal Shutdowns due to Congressional Conflicts over Budgets
- Threats to Public Funding for the Arts and Humanities
- Divisive Political Climate

SWOT SUMMARY

Overall, Humanities Montana is in a good position to increase fundraising and expand its offerings through individual gifts. The organization has been in existence for over 50 years and has a successful track record with both public and cultural organizations. While the newness of the team does lack some institutional knowledge, it

is also a strength because they are not limited by the ways things have always been done. As with many other public or quasi-public institutions, HM is a potential target for political controversy from both left and right extremists. It will be important to lean into the organization's nonpartisanship and to continue to diversify its offerings as well as improve the transparency of decision-making.

GOAL: To build authentic relationships and engage with individual supporters of Humanities Montana in order to increase private donations and diversify funding sources for the future sustainability of the organization.

STRATEGIES:

1. Hire a Development Director
 - a. Identify a "Connections" facilitator; with a focus on building relationships and engaging supporters including former board, former staff, current donors, and recently lapsed donors, natural partners and other stakeholders.
 - b. Coordinate low-cost special events in communities across Montana (ex: house parties, raise a pint night, etc.)
 - c. Coordinate 3-4 mailings per year
 - i. April- National Poetry Month (Center for the Book)
 - ii. September/October- Humanities Month
 - iii. Mid-November - Annual Appeal
 - iv. Jan/Feb: Legacy Giving Campaign tailored to people who already have a relationship with HM.
 - d. Conduct an Online Giving Campaign—MT Community Foundation Giving Days in May (Billings, Bozeman, Great Falls, Helena, Missoula)
 - e. Maintain database, thank you letters, etc.
 - f. Work with ED to develop board materials for successful Donor Retention Campaign.
 - g. Coordinate E-Newsletter
 - h. Supervise Social Media Intern
 - i. Work closely with ED to coordinate HM's Annual Report
2. Host Listening Circles/House Parties to facilitate Storytelling and Conversations
 - a. Begin with Board in conjunction with Feb board meeting.
 - b. Replicate Listening Circles 8-10 times per year in partnership with board members and other supporters across the state with an ideal group size of 8 or less.
 - c. Focus on the Impact of Humanities on their lives.

3. Engage Board through Donor Retention Campaign
 - a. Assign two donors/supporters to each board member with the goal of building a relationship over the next year.
 - b. Facilitate skill building with board members with the goal of fostering a conversation about humanities versus an elevator speech; the emphasis is on asking open ended questions.
 - c. Call or text new donors to thank them for their gift. Ask new donors open ended questions.
 - i. ED and Development Director will create scripts for board members to leave a voicemail or send a text.
4. Develop a Major Donor Stewardship Plan
 - a. Build authentic relationships with key supporters and stakeholders. ED will focus on cultivating top donors and supporters.
 - b. Communicate regularly with major donors with meaningful updates multiple times per year.
 - c. Submit grant proposals with private foundations.
5. Determine future of Governor's Humanities Awards and other major events.

MEASURING SUCCESS:

CASH GOAL: To raise \$36,000 in unrestricted individual gifts in FY24.

BEYOND CASH METRICS:

Determine the baseline metrics for each of the following:

- Retention Rate
- Engagement Index
- Median Gift
- Non-ask Ratio
- New Donor
- Brand Strength (Confidence of Board and Staff in Brand)
- Future Commitment (giving in the next fiscal year) *Work toward adding this goal in FY26

YEAR TWO: FY2023-24 Operational Strategic Action Plan

[SP1]: RE-ENERGIZE GRANT-MAKING:

STAFF ACTION STEPS:

1.) Expand Big Sky Reads program to attract new subawardees in rural communities.

Strategies: Offer support for school book clubs in rural communities; Identify and support a partner to promote Agricultural Humanities-focused book club; Increase promotion through social media, newsletters, website, and partner organizations; Add a reading list to website.

2.) Re-design Research Fellowships to attract new fellows from rural and diverse communities and increase benefits of humanities research for HM.

Strategies: Offer non-competitive fellowships as part of United We Stand initiative by April 2024. Explore partnering with Tribal and Community Colleges to offer fellowships to students and faculty. Explore annual theme-based fellowships. Establish new funding amounts for research and public program stipends. Rewrite guidelines and update all relevant subaward information on website and develop new application, approval, and reporting forms in Foundant.

3.) Pilot using external subject expert reviewers for Film + Video grant applications.

Strategies: Discuss external reviewer best practices with staff from other humanities councils. Submit a written proposal to ED and Grants Committee re: pros and cons of engaging external reviewers. Recruit and train 2 external subject expert reviewers (non-voting) to evaluate Film + Video applications in August.

STAFF IDEA ACTION STEPS: TO REDUCE BARRIERS TO GRANTMAKING

1.) Research and identify common obstacles for grant writers and strategically address challenges to reduce barriers and increase access to HM's grantmaking.

Strategies: Connect with other grantmakers (humanities councils and PEAK) to learn about obstacles and solutions. Assess relevant challenges for interested applicants in MT. Take steps to reduce barriers to the grant application process. Facilitate opportunities for grantees to provide feedback to HM about our grantmaking.

[SP2]: REALIGN PROGRAMS:

STAFF ACTION STEPS:

1.) Expand and evaluate presentation offerings for Montana Conversations and Speakers in the Schools

Strategies: Conduct an internal review of programs at Humanities Montana. Continue to align speaker bureau presentations with the mission of the organization. Expand offerings to include more Agricultural and Veteran speakers and perspectives. Refer to Humanities Montana's IDEA statement to align programs further with mission. Continue to develop more rural and Indigenous offerings in the speaker's bureau. Graduate programs with historically low/no bookings in the past 2+ years. Tighten the selection process for new program presentations. Refer to specific NEH initiatives to guide topic development in the speaker's bureau and input from various cultural institutions; libraries, museums, civic organizations, etc.

2.) Invest additional HM resources to The Democracy Project in order to sustain the program after 2025.

Strategies: Transition application reporting process to Foundant, develop logic model/work plan, cultivate new funders for program. Continue outreach to rural, frontier and Indian country, Montana.

3.) Re-energize the Montana Center for the Book program.

Strategies: Draft a work plan for the Montana Center for the Book. Contracts with the Library of Congress to be resigned with the Library of Congress in Spring of 2025. Align the Montana Center for the Book with the Humanities Montana mission and IDEA goals. Refer to various Center for the Book logic models to develop a work plan for the Montana Center for the Book. Utilize staff knowledge to develop Montana Center for the Book logic model. Strengthen the Great Reads from Great Places selection process and engage the board of directors in the selection process.

4.) Investigate offering a Facilitator Training / Program; research partner organizations and humanities councils working within community facilitation. Assess how the humanities and community facilitation can serve Montana communities.

Strategies: Connect with Oregon Humanities and Alaska Humanities regarding their facilitator programs. Search/develop logic model for a facilitator program. Continue to address community needs through United We Stand listening sessions, and anecdotal information shared by community partners. IDEA goals include providing trained facilitators to partner organizations who are on the frontlines of the current culture wars. Program could allow humanities organizations the tools to heal communities through the humanities, while creating cross-cultural bridges with neighbors.

[SP3]: REFINE OUTREACH AND DEVELOPMENT

STAFF ACTION STEPS:

- 1.) Build authentic relationships and engage with individual supporters of HM in order to increase private donations and diversify funding sources for the future sustainability of the organization.**

Strategies: Hire a Development Director. Host Listening Circles/House Parties to facilitate Storytelling and Conversations in communities across the state. Engage Board through Donor Retention Campaign. Develop a Major Donor Stewardship Plan.

- 2.) Build Partnerships and Collaborations with other statewide organizations that serve the Arts and Humanities constituencies.**

Strategies: Build and maintain collaborative relationships with the Montana Arts Council, Montana State Library, Montana Historical Society and The Foundation for Montana History, Montana State University Extension Office. Explore unique partnerships with organizations who have a common mission and/or goals.

- 3.) Support Staff Outreach to Rural and Tribal Communities to increase awareness and promote programs and regranting opportunities to these priority constituents and audiences. (IDEA)**

Strategies: Offer Grant-writing Workshops in rural and tribal communities, Conduct site visits to HM Programs in communities across the state. Present workshops at humanities conferences that reach tribal and rural communities.

[SP4]: ENRICH ORGANIZATIONAL AND BOARD CULTURE

STAFF ACTION STEPS:

- 1.) Support Team Building activities for HM staff, including an annual day long staff retreat.**

Strategies: Review organization's strategic goals as a team in order to better align staff efforts. Conduct personal assessments, like DiSC or Strengths Finder, to better understand the communication styles and strengths of each member of the team and learn how to best leverage individual skill sets. Create opportunities for meaningful and rewarding experiences.

- 2.) Develop Organizational Guiding Principles.**

Strategies: Guiding Principles provide a foundation for the organization to better define how staff interact with one another and to help guide decisions making in order to achieve goals and fulfill the mission and vision.

**Humanities Montana
Grantmaking Report
February 2024**

Grantmaking Insights

At the start of each year, we can look back at data collected from the previous fiscal year to gather insights, and learning about our grantmaking. The tables below illustrate the reach of our grantmaking in 2023. An ongoing YoY comparison will be provided at the June board meeting. Please note that staff began collecting this specific data starting with the first grant cycle of FY23 and that application and report forms from FY22 did not include these fields.

Table 1: FY2023 Total applications received, amounts requested, projects funded, award amounts, and annual funding rates by Montana Tourism Region

Tourism Region	# Applications received	Total Amount requested	# of Projects Funded	Total Award Amount	Annual Funding Rate
Central Montana	6	\$ 18,802.10	4	\$ 7,383.00	39%
Glacier Country	24	\$ 120,069.00	17	\$ 71,610.00	60%
Missouri River Country	1	\$ 10,000.00	1	\$ 5,000.00	50%
Southeast Montana	13	\$ 42,356.12	10	\$ 28,856.12	68%
Southwest Montana	9	\$ 45,775.00	4	\$ 15,100.00	33%
Yellowstone Country	14	\$ 68,495.00	9	\$ 35,995.00	53%
Out of State (Film)	1	\$ 8,000.00	0	\$ -	0%

Table 2: FY2023 Total applications received, amounts requested, projects funded, award amounts, and annual funding rates by Montana Geographic Region

2023					
Geographic Region	# Applications received	Total Amount requested	# of Projects Funded	Total Award Amount	Annual Funding Rate
Western Montana	33	\$ 165,844.00	21	\$ 86,710.00	52%
Central Montana	20	\$ 87,297.10	13	\$ 43,378.00	50%
Eastern Montana	14	\$ 52,356.12	11	\$ 33,856.12	65%
Out of State (Film)	1	\$ 8,000.00	0	\$ -	0%

Table 3: FY2023 Total applications received, amounts requested, projects funded, award amounts, and annual funding rates by Population Designation

2023					
Population Designation	# Applications received	Total Amount requested	# of Awards	Total Awards	Annual Funding Rate
Metropolitan Center	48	\$ 225,808.10	31	\$ 122,255.00	54%
Mostly urban > 50,000	3	\$ 21,000.00	3	\$ 16,000.00	76%
Urban Clusters 5,000 to 50,000	14	\$ 56,700.00	10	\$ 24,700.00	44%
Mostly rural < 5,000	1	\$ 1,000.00	0	\$ -	0%
Rural < 2,500	1	\$ 989.12	1	\$ 989.12	100%
Out of State (Film)	1	\$ 8,000.00	0	\$ -	0%

Table 4: FY2023 activities and attendance reported by subrecipients between 11/1/2022-10/31/2023

2023 Activity Report

Total # of live activities conducted by subrecipients	417
Total attendance for all LIVE subrecipient-conducted activities	554,615
Total # of non-live activities conducted by subrecipients	315
Total attendance (number of times accessed) for all non-live subrecipient-conducted activities (recorded, printed, or digital activities)	139,269

2024 Grantmaking Updates

We initiated three updates to our grantmaking moving into the first cycle of FY24. These included the following activities:

1. **We shifted the December application deadline from December 20 to December 1.** This shift reduced the amount of time needed for extensive outreach, however, shifting the deadlines at any time would have resulted in the same outcome. Fortunately, we have received positive feedback from interested applicants about shifting the December deadline to earlier in the month and we anticipate a greater number of applications in December 2024.
2. **We transitioned opportunity grants to mini-grants and regular grants to community project grants.** These updates required a complete overhaul of the grant guidelines, all forms in Foundant (application, evaluation, approval, final reports), all communication templates, and grant webpages. Additionally, we created new Request for Proposal (RFP) flyers that will help us with outreach throughout FY24.
3. **We paused Research Fellowships to evaluate, redesign, and reopen later in FY24.** Staff are working to identify ways in which research fellowships can better serve Humanities Montana and reach aspirational scholars with traditionally limited access to fellowship funds.

These changes impacted the volume of applications received in December 2024. In December 2022, we received 5 research fellowship applications, and because we did not accept research fellowship applications in December 2023, we expected a lower number of applications overall. In December 2023 we received 4 community project grant applications compared to 11 regular grant applications in

December 2022. The low number of applications received during this cycle is most likely due to the abbreviated outreach timeline.

Additionally, we were guiding 4 organizations through the community project grant application process and each encountered unexpected challenges while drafting their proposals. These challenges were not related to our revised grant formats or application deadline.

We are optimistic that our April application cycle will be significantly larger than December. We will have ample time for extensive outreach and new resources for interested applicants. We are also anticipating an increase in the number of mini-grant applications in response to the increased request limit of \$2,000, and we will keep the committee and board apprised of trends throughout FY24.

Table 5: Year Over Year (YoY) summary of applications received, amounts requested, projects funded, award amounts, and annual funding rates by strategic planning year

General YoY Grantmaking Summary		
	FY23	FY24 (YTD)
# Applications received	68	7
# Projects funded	45	7
Total amount requested	\$ 313,497.22	\$ 34,566.00
Total amount awarded	\$ 163,944.12	\$ 34,566.00
Annual funding rate (funds awarded/funds requested)	52%	100%

Strategic Plan Updates

The following summarizes work completed between 11/1/2023 and 1/31/2024 as it relates to [SP1] Re-Energizing Grantmaking.

ACTION STEP: Expand Big Sky Reads program to attract new subawardees in rural communities.

Applications for the Big Sky Reads program opened in November 2023 and Humanities Montana has received and awarded four, \$500 stipends to book clubs in Fort Benton, Plains, Hot Springs, and Geraldine. Staff continues to promote the program in rural areas through the Montana Library Association, MSU Extension, and our regular outreach channels (monthly newsletter, social media, website, and word of mouth). Staff are currently working to engage rural school libraries in the program and are exploring opportunities to support book clubs focused on agricultural humanities.

ACTION STEP: Re-design Research Fellowships to attract new fellows from rural and diverse communities and increase benefits of humanities research for HM.

In December, Humanities Montana began researching new ways to enhance our existing research fellowships so that they 1) recruit scholars from new audiences, 2) meet the needs of interested researchers, and 3) increase public access to research findings and products. Staff began meeting with other councils to discuss alternate formats, timelines, and deliverables for research fellowships and will continue to do so throughout the spring. Staff also had an opportunity to meet with interested

researchers during MSU's Research and Development Day in January and discuss application timelines, fellowship formats, and project ideas. Additionally, staff began conversations with faculty at Fort Peck Community College to learn more about how faculty and students at tribal and community colleges might benefit from humanities research fellowships. More research is needed in this area and staff will continue these conversations throughout the spring.

Here are a few things we have learned about research fellowships in the past few months:

- Effective fellowship programs are typically 2-4 months in length;
- Faculty often look for summer fellowships to conduct research between semesters;
- Faculty need to know if they have received a fellowship award by early fall;
- Fellowships often involve multiple stipends either awarded monthly or after deliverables are met;
- Faculty and students at tribal colleges are exempt from some of NEH's restrictions related to research fellowships;
- Faculty at tribal colleges would benefit from researching cultural themes as they apply to non-humanities subjects;
- Fellows would benefit from participating in a cohort throughout the award period.

Updating our research fellowships will take time and staff will continue to determine the most advantageous and feasible application deadline moving forward. In the meantime, staff are hoping to recruit research fellows as part of the United We Stand initiative to conduct research this summer and offer public presentations in the fall. These research fellowships would help Humanities Montana pilot some aspects of a new format. We are not allowed to "re-grant" United We Stand funds in a competitive format and will, therefore, look to recruit scholar participation this year.

ACTION STEP: Research and identify common obstacles for grant writers and strategically address challenges to reduce barriers and increase access to HM's grantmaking.

Using feedback from past applicants, staff have updated guidelines and application forms for both mini-grants and community project grants. New resources for interested applicants have also been added to the website, including a direct link to schedule consultations with staff. In February, a new feedback survey will be linked within all application submission confirmation emails to gain real-time feedback about the application experience. In the spring, staff will continue evaluating reporting processes and exploring alternative application and reporting options with other humanities councils.

Report Date: 2/1/2024

Author: Megan Hill Sundy



Programs

February 2024 Programs Report

- Montana Conversations
- Speakers in the Schools
- United We Stand
- The Democracy Project
- The Montana Center for the Book
- Montana State Poet Laureate
- New Speakers

Humanities
MONTANA



Montana Conversations

During Fiscal Year 2022-2023:

- 129 programs occurred across Montana in 2023.
- 64% of Montana Conversations programs occurred in Rural Communities.
- 29% of Montana Conversations program occurred in Urban Communities.
- 7% of Montana Conversations occurred for Statewide audiences with virtual humanities programs.
- The community of Winnett hosted its first ever Humanities Montana program.
- Garfield County booked its first Montana Conversations program since 2009.



Montana Conversations

On **Mary Jane Bradbury's, Jeaneatte Rankin:**
American Conscience presentation at the Petroleum
County Community Center on September 30, 2023;
which was part of the town of Winnett's Annual
Harvest Festival, Director Lance Olson wrote:

"The audience loved the performance! Attendees
were aged from kindergarten through adults and all
were very entertained and intrigued by the history. The
story telling was phenomenal as well! At the end, there
were a lot of questions asked, and the performer knew
the answers. We heard nothing but good reviews from
everyone and look forward to having Miss Bradbury
back again."



Speakers in the Schools

During Fiscal Year 2022-2023:

- 103 programs booked in Schools across Montana in 2023.
- 342 individual Speakers in the Schools programs in 2023.
- 73% of Speakers in the Schools programs occurred in Rural Communities.
- 19% of rural programs occurred in Native American Communities.
- 27% of Speakers in the Schools programs occurred in Urban Communities.



Speakers in the Schools

On **Kim Quigley's, *Essential Understandings Regarding Montana's Indians***, program at Saddle Peak Elementary School in Belgrade, Montana, School Principal Thomas Lecher wrote:

"Mrs. Quigley did an excellent job in engaging students about a very important subject area and has helped us weave together the Montana Content Standards in four subject areas. We hope she can be a part of our project next year!"



United We Stand

- Number of booked programs since the launch of the program: 14

Quote:

- On **Dr. Keith Edgerton's, *Free Speech, Sedition, and Montana During World War I***, at Wibaux Public School, teacher Sandra Harrison wrote: "Dr. Edgerton was very helpful and flexible in helping us meet our goal of teaching students about our First Amendment, why it's so important to protect, and what happens when it is taken away."



The Democracy Project

- Year Three Sites: Columbia Falls High School, Gallatin County High School, Wibaux School Library, Lewis and Clark Public Library in Helena, George McCone County Library, Conrad Public Library, Miles City Library, and the James E. Shanley Tribal College Library in Poplar.
- Number of booked speaker programs: 20
- Number of students who participated in a speaker program: 949



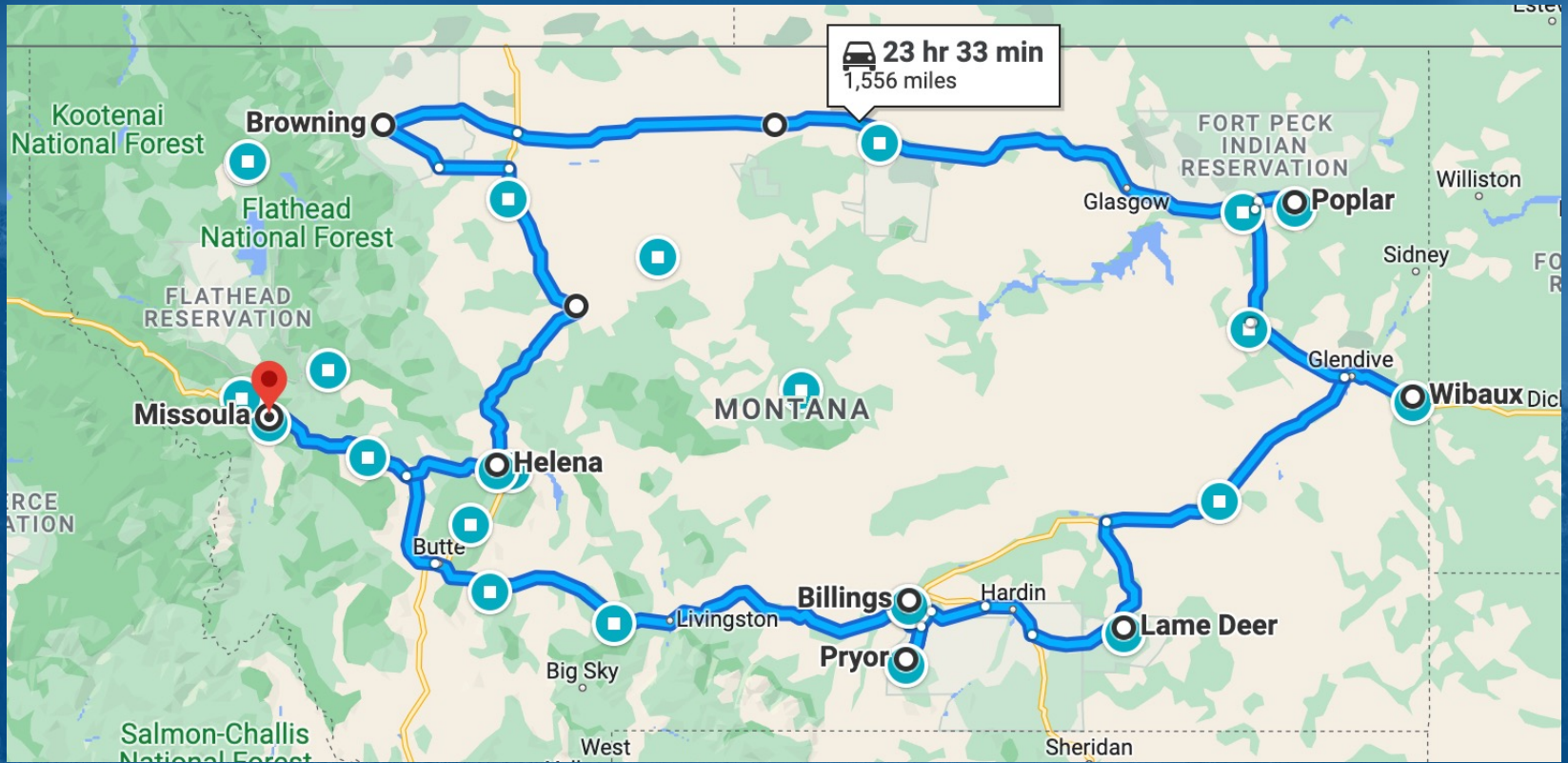
The Democracy Project

Quotes:

- "We learned a lot about current events in our state and we put plans into action by running voter drives." - Columbia Falls Teen.
- "Our biggest success was creating a safe and comfortable environment where discussion and opposing opinions are welcome and appreciated" - Helena Teen.

Notes:

- In November 2023, Democracy Project Coordinator Jenny Bevill and Programs Director John Knight embarked on a statewide trip to meet with Year Three sites and continue outreach to interested libraries.



Fall 2023, Democracy Project Outreach Trip



Montana Center for the Book

During Fiscal Year 2022-2023:

- Montana Reads/ Montana Writes booked programs: 29
- Number of individual presentations in schools and at community organizations: 48
- Number of students or Montanans who attended a program: 712

Quote:

- On **Mark Gibbon's, *Place Poetry: My Montana State of Mind***, Missoula Art Museum's Administrator and Community Programmer Nicolle Hamm wrote: "Mark is so charming and personable. He instantly had the audience engaged. We so enjoyed hosting him!"



Montana State Poet Laureate

- Number of Chris La Tray programs booked for FY 2022-2023 and so far for FY 2023-2024: 14
- Number of students and Montanans who have attended a program: 866

Quote:

- On **Chris La Tray's program visit** with students at Circle High School and with Democracy Project teens at the George McCone Public Library, Library Director Mary Jane wrote: "I thought his idea to integrate modern technology into a conversation about the arts was inspired. When he asked the kids if they wrote, only one kid raised their hand, but when he asked them if they texted every kid raised their hand. It was pretty amazing to see the light click on in a kid's head that the stuff they do every day can be artistic and creatively fulfilling. It was great to have the kids exposed to a culture different than their own. Where he really shone was in speaking to my Democracy Project kids. He was able to engage with them over lunch and discuss arts, history, culture, and the democratic process all over a pizza."

New program presentations from calendar year 2023:

Winona Bateman, *Climate Conversations Across Differences*

John Clayton and Marisa Diaz-Waian, *Wilderness as Place, Science, Culture and Philosophy*

Keith Edgerton, *Free Speech, Sedition, and Montana During World War I*

Mark Gibbons, *Place Poetry: My Montana State of Mind*

Austin Haney, *Beneath the Medicine Line: A Northern Montana History Before 1889*

Austin Haney, *Iron Dreams: Montana and Pacific Railroad Surveys of 1853*

Buck Hitswithastick, *Empowering Voices: Addressing the Missing and Murdered Indigenous Peoples Epidemic*

Buck Hitswithastick, *Legacy Reclaimed: Honoring Montana's Indigenous Narrative and Sovereignty*

Mark Johnson, *Montana's Historic Chinese Communities*

Katie Knight, *The Art of Transformation*

Kevin Kooistra, *Hazel Hunkins on Montana: Continuing the Fight for Women's Rights*

Chris La Tray, *Montana's Poet Laureate*

Sabre Moore, *The Power of Place - Community Vitality and Montana's Rural Museums*

Kim Quigley, *Memoirs, Meanings and Metaphors*

Kim Quigley, *Survival and Loss - Indigenous Boarding Schools*

Rosemary Smith, *Trust Me*

Candi Zion, *Preserving Montana's Oral Histories and Traditions*

Humanities MONTANA					FY23 Actual	Budget Remaining	Percentage of Budget Spent
			2022 Actual	2023 Budget	10/31/2023	10/31/2023	10/31/2023
Revenue							
	NEH State Operating Grant		551,437	758,619	603,037	155,582	79%
	Carry over from FY 21 to FY 22 and FY 22 to FY 23		222,338	216,000	207,183	8,817	96%
	NEH A More Perfect Union		32,499			-	
	NEH SHARP		47,449	7,261	2,122	5,139	29%
	Engelhard Foundation Carry Over		63,930	33,993	56,165	(22,172)	165%
	Engelhard Foundation FY 23 Award				160,000		
	Informed Citizen Grant Carry Over		8,132	3,950	3,765	185	95%
	Informed Citizen Grant		4,950				
	Other Grant Support					-	
	Other Revenue						
	Board meeting expense donation		4,562	7,500	1,378	6,122	18%
	Montana Conversations Copay		3,675	4,000	5,775	(1,775)	144%
	Montana Conversations Expense Donations		1,279	1,000	1,841	(841)	184%
	Academy of American Poets Carry Over		1,200		31		
	Montana Cultural Trust		5,000	5,000	5,000	-	100%
	Other Grant Revenue		500	0	2,000	(2,000)	
	Unrestricted Donations		32,115	36,000	20,188	15,812	56%
	Restricted Donations		6,250	16,000	1,521	14,479	10%
	Interest & Misc. Earnings		(12,020)	6,000	7,922	(1,922)	132%
	Total Revenue		973,296	1,095,323	1,077,928	177,426	
Expenses							
	Salary, Benefits and Payroll Taxes		390,142	487,296	417,694	69,602	86%
	General and Administration		108,138	116,914	116,749	165	100%
	Board Expense		21,224	30,000	25,253	4,747	84%
	Outreach		1,248	4,000	832	3,168	21%
	Fundraising		16,406	12,800	11,290	1,510	88%
	50th anniversary		706	5,000	3,000	2,000	60%
	Lobbying/Humanities on the Hill		200	6,000	2,699	3,301	45%
	Governor's Humanities Awards		-	16,000		16,000	0%
	Regrants		123,324	150,000	163,654	(13,654)	109%
	Montana Conversations		57,581	55,000	60,281	(5,281)	110%
	Speakers in the Schools		59,428	60,000	59,339	661	99%
	Hometown Humanities		16,168	8,000	2,354	5,646	29%
	Journalism/Informed Citizen		13,179	3,475	3,765	(290)	108%
	Center for the Book (LAL, NatBkFest)		527		48		
	Montana Center for the Book Prize					-	
	Gather Round		1,847		10	(10)	
	Big Sky Reads		5,500	5,000	5,500	(500)	110%
	National Book Festival			3,000	3,314	(314)	110%
	American Academy of Poets		1,200		31		
	SHARP						
	SHARP Administration		8,705			-	
	SHARP Programs		18,744	6,368	225	6,143	4%
	SHARP Regrants		20,000		(1,228)		
	NEH A More Perfect Union		32,499			-	
	Democracy Project		63,930	13,000	27,907	(14,907)	215%
	Total Expenses		960,696	981,853	902,717	77,987	
	Net		12,600	113,470	175,211	99,439	
	Engelhard Foundation carryover revenue listed above was recorded in FY 19 financial statements					51	
	Journalism/Informed Citizen revenue listed above was recorded in FY 22 financial statements						
	Engelhard Foundation revenue of \$160,000 includes \$80,000 not yet received						

Humanities Montana

Balance Sheet

As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1020 · Checking-FIB	147,989.23
1021 · FIB Savings	119,337.58
Total Checking/Savings	267,326.81
Other Current Assets	
1310 · Grants Receivable	131,150.87
1505 · Prepaid Insurance	3,264.18
1510 · Prepaid Expenses	
1514 · Prepaid Honoraria	600.00
Total 1510 · Prepaid Expenses	600.00
1650 · Endowment Funds-MCF	84,921.46
Total Other Current Assets	219,936.51
Total Current Assets	487,263.32
Fixed Assets	
1620 · Accumulated Amortization	-12,634.00
1625 · Website	36,477.00
1600 · Furniture and Equipment	7,863.88
1610 · Accumulated Depreciation	-5,168.88
Total Fixed Assets	26,538.00
TOTAL ASSETS	513,801.32
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	40,474.37
Total Accounts Payable	40,474.37
Credit Cards	
2370 · MC - Jillian Baker - 3687	2,201.02
2365 · MC - John Knight - 5910	498.14
2360 · MC - Megan Hill - 4122	1,498.63
2355 · MC - Julie Ramone - 1814	469.99
Total Credit Cards	4,667.78
Other Current Liabilities	
2120 · Payroll Liabilities	3,778.36
2155 · Vacation/Sick Payable	11,524.80
Total Other Current Liabilities	15,303.16
Total Current Liabilities	60,445.31
Total Liabilities	60,445.31
Equity	
3010 · Unrestricted Net Assets	271,284.00
3020 · Perm. Restricted Net Assets	48,940.00
3040 · Temp. Restricted Net Assets	17,882.74
Net Income	115,249.27
Total Equity	453,356.01
TOTAL LIABILITIES & EQUITY	513,801.32

Humanities Montana

Profit & Loss

November 2022 through October 2023

	Nov '22 - Oct 23
Ordinary Income/Expense	
Income	
4603 · Unrealized Gain/Loss	5,288.32
4015 · Co-Pay Income	5,775.00
4600 · Interest and Dividends-Non Fed	1,823.95
4602 · Realized Gain/Loss	376.59
4700 · Misc Income	
4740 · Royalties	432.90
Total 4700 · Misc Income	432.90
4701 · Federal Grant Income	812,342.05
4703 · Misc Grant Funding	167,000.00
4730 · Donations-Unrestricted	
4733 · Expense Donation-other	246.65
4732 · Exp Reim Donation-Board MBR	1,377.67
4731 · Expense Reimb Donations-Speaker	1,840.74
4730 · Donations-Unrestricted - Other	19,940.88
Total 4730 · Donations-Unrestricted	23,405.94
4735 · Donations-Restricted	1,521.16
Total Income	1,017,965.91
Gross Profit	1,017,965.91
Expense	
50000 · Salary and Benefits	
5010 · Payroll Expenses	328,335.23
5020 · Payroll Taxes	30,391.12
5021 · Work Comp Premiums	2,770.52
5022 · Health Insurance Premiums	32,896.52
5025 · Retirement Plan Expense	23,300.61
Total 50000 · Salary and Benefits	417,694.00
60000 · General and Administrative Exp	
5208 · Facility/Room Rental	2,340.00
5055 · Employee Insurance Admin Fees	80.00
5033 · Travel-Other	
5031 · Travel-Staff	10,140.24
5032 · Travel-Board	12,310.25
5033 · Travel-Other - Other	42,589.73
Total 5033 · Travel-Other	65,040.22
5034 · Meals/Food	6,647.08
5225 · Website Expense	18,035.00
5112 · Copies/Printing Expense	4,400.25
5910 · Special Events-Non Federal	1,348.93
5217 · Endowment Expense	1,073.29
5190 · Federation Dues	15,444.00
5218 · Advertising	25.00
5090 · Books and Materials	495.54
5180 · Dues and Subscriptions	8,228.00
5170 · Insurance	1,911.00
5151 · Professional Development	15,053.28
5150 · Professional Services	
5220 · Audit Expense	15,600.00
5150 · Professional Services - Other	18,024.03
Total 5150 · Professional Services	33,624.03

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Accrual Basis

Humanities Montana
Profit & Loss
November 2022 through October 2023

	Nov '22 - Oct 23
5144 · Database Expense	3,161.87
5143 · Network Expense	5,162.97
5026 · Campus Parking Decal	3,515.00
5096 · Bank and Credit Card Fees	1,176.17
5080 · Postage	1,122.03
5070 · Telephone	-31.58
5060 · Supplies	9,379.35
5050 · Rent and Administration	8,680.60
Total 60000 · General and Administrative Exp	205,912.03
5155 · Award Expense	22,915.00
5160 · Honoraria Expense	91,600.00
5209 · Professional Meetings Board	2,879.39
6010 · Regrants Awarded	161,716.22
Total Expense	902,716.64
Net Ordinary Income	115,249.27
Net Income	115,249.27

Humanities MONTANA				FY24 Actual	Budget Remaining	Percentage of Budget Spent
		2023 Actual	2024 Budget	12/31/2023	12/31/2023	12/31/2023
Revenue						
	NEH State Operating Grant	\$ 603,037.00	\$889,474.00		\$ 889,474.00	0%
	Carry over from FY 23 to FY 24	207,183	318,050	103,931	214,119	33%
	NEH SHARP	2,122			-	
	National History Day Grant Carry Over		2,192	17,978	(15,786)	820%
	United We Stand Grant Carry Over		39,000	1,449	37,551	
	Total NEH Revenue	\$ 812,342	\$ 1,248,716	\$ 123,358	\$ 1,125,358	
Other Grant Support						
	Engelhard Foundation Carry Over 2022	\$ 56,165.00	\$ 30,000.00	\$ 19,113	\$ 10,887.00	
	Engelhard Foundation 23-25 Grant	160,000	80,000	29,245	50,755	
	Montana Cultural Trust	5,000	5,000		5,000	
	Informed Citizen Carry Over	3,765			-	
	Academy of American Poets Carry Over	31		600	(600)	
	Other Grant Revenue	2,000	0		-	
	Total Other Grant Support	\$ 226,961	\$ 115,000	\$ 48,958	66,042	
Other Revenue						
	Board meeting expense donation	\$ 1,378	\$5,000		\$ 5,000	0%
	Montana Conversations Copay	5,775	4,000	825	3,175	21%
	Montana Conversations Expense Donations	1,841	1,000	173	827	17%
	Unrestricted Donations	20,188	36,000	10,134	25,866	28%
	Restricted Donations	1,521	16,000		16,000	0%
	Interest & Misc. Earnings	7,922	6,000	395	5,605	7%
	Total Other Revenue	\$ 38,625	\$ 68,000	\$ 11,527	\$ 56,473	
	Total Revenue	\$ 1,077,928	\$ 1,431,716	\$ 183,843	\$ 1,247,873	
Expenses						
	Salary, Benefits and Payroll Taxes	\$ 417,694	\$ 590,092	\$ 78,945	\$ 511,147	13%
	General and Administration	116,749	172,244	18,429	153,815	11%
	Board Expense	25,253	30,000	-	30,000	0%
	Outreach	832	4,000	262	3,738	7%
	Fundraising	11,290	12,800	381	12,419	3%
	50th anniversary	3,000	-	-	-	
	Lobbying/Humanities on the Hill	2,699	6,000	-	6,000	0%
	Governor's Humanities Awards	-	16,000	-	16,000	0%
	Regrants	163,654	150,000	(1,000)	151,000	-1%
	Regrants travel/outreach		5,000	-		
	Regrants professional development		500	-		
	Montana Conversations	60,281	60,000	4,927	55,073	8%
	Montana Conversations travel/program outreach		5,000	-		
	Montana Conversations professional development		1,000	-		
	Speakers in the Schools	59,339	65,000	14,457	50,543	22%
	United We Stand		23,000	350	22,650	2%
	National History Day		-	17,808	(17,808)	#DIV/0!
	Hometown Humanities	2,354	-	-		
	Journalism/Informed Citizen	3,765	-	-		
	American Academy of Poets	31	-	600		
	Civic Engagement Programming		10,000	-		
	Center for the Book (LAL, NatBkFest)	48		60		
	Gather Round	10		-	-	
	Big Sky Reads	5,500	10,000	2,000	8,000	20%
	National Book Festival	3,314	3,000	-	3,000	0%
	SHARP	(1,003)		-		
	Democracy Project	\$ 27,907	\$ 68,500	\$ 37,041	\$ 31,459	54%
	Total Expenses	\$ 902,717	\$ 1,232,136	\$ 174,260	\$ 1,037,036	
	Net	\$ 175,211	\$ 199,580	\$ 9,583	\$ 210,837	
	Engelhard Foundation carryover revenue listed above was recorded in FY 19 and FY 23 financial statements					
	Academy of American Poets carry over revenue listed in FY 22 financial statements					
						55

Humanities Montana

Balance Sheet

As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1020 · Checking-FIB	74,691.21
1021 · FIB Savings	119,414.75
Total Checking/Savings	194,105.96
Other Current Assets	
1310 · Grants Receivable	374,487.61
1650 · Endowment Funds-MCF	84,921.46
Total Other Current Assets	459,409.07
Total Current Assets	653,515.03
Fixed Assets	
1620 · Accumulated Amortization	-12,634.00
1625 · Website	36,477.00
1600 · Furniture and Equipment	7,863.88
1610 · Accumulated Depreciation	-5,168.88
Total Fixed Assets	26,538.00
TOTAL ASSETS	680,053.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	12,710.80
Total Accounts Payable	12,710.80
Credit Cards	
2370 · MC - Jillian Baker - 3687	155.19
2365 · MC - John Knight - 5910	325.45
2355 · MC - Julie Ramone - 1814	209.76
Total Credit Cards	690.40
Other Current Liabilities	
2120 · Payroll Liabilities	3,703.31
2142 · Health Insurance Payable	-2,136.56
2155 · Vacation/Sick Payable	11,524.80
2400 · Deferred Revenue	239,578.58
Total Other Current Liabilities	252,670.13
Total Current Liabilities	266,071.33
Total Liabilities	266,071.33
Equity	
3010 · Unrestricted Net Assets	386,533.27
3020 · Perm. Restricted Net Assets	48,940.00
3040 · Temp. Restricted Net Assets	17,882.74
Net Income	-39,374.31
Total Equity	413,981.70
TOTAL LIABILITIES & EQUITY	680,053.03

Humanities Montana

Profit & Loss

November through December 2023

	Nov - Dec 23
Ordinary Income/Expense	
Income	
4015 · Co-Pay Income	825.00
4600 · Interest and Dividends-Non Fed	318.28
4700 · Misc Income	
4740 · Royalties	76.49
Total 4700 · Misc Income	76.49
4701 · Federal Grant Income	123,358.34
4730 · Donations-Unrestricted	
4731 · Expense Reimb Donations-Speaker	172.86
4730 · Donations-Unrestricted - Other	10,134.39
Total 4730 · Donations-Unrestricted	10,307.25
Total Income	134,885.36
Gross Profit	134,885.36
Expense	
50000 · Salary and Benefits	
5010 · Payroll Expenses	62,088.05
5020 · Payroll Taxes	5,030.03
5021 · Work Comp Premiums	516.52
5022 · Health Insurance Premiums	6,298.42
5025 · Retirement Plan Expense	5,011.60
Total 50000 · Salary and Benefits	78,944.62
60000 · General and Administrative Exp	
5055 · Employee Insurance Admin Fees	10.00
5033 · Travel-Other	
5031 · Travel-Staff	4,289.71
5033 · Travel-Other - Other	5,298.64
Total 5033 · Travel-Other	9,588.35
5034 · Meals/Food	424.20
5225 · Website Expense	1,495.00
5112 · Copies/Printing Expense	981.00
5190 · Federation Dues	11,145.00
5090 · Books and Materials	60.00
5180 · Dues and Subscriptions	348.88
5170 · Insurance	904.00
5151 · Professional Development	563.62
5150 · Professional Services	2,022.50
5144 · Database Expense	553.93
5096 · Bank and Credit Card Fees	116.87
5080 · Postage	429.14
5060 · Supplies	1,714.56
Total 60000 · General and Administrative Exp	30,357.05
5155 · Award Expense	30,000.00
5160 · Honoraria Expense	18,150.00
6010 · Regrants Awarded	16,808.00
Total Expense	174,259.67
Net Ordinary Income	-39,374.31
Net Income	-39,374.31

December 2023 Proposals RANKED by Score

# of BOD reviews	Overall Score (Weighted Averages)	Grant Type	Project Name	Organization Name	Amount Requested
8	91.0%	Project	The Centering Indigenous Knowledge Webinar Series	University of Montana (MT Campus Compact)	\$ 7,666
8	90.2%	Project	The Montana Anthology	Working Quiet	\$ 9,000
8	89.8%	Project	Bringing the World to Eastern Montana and Eastern Montana to the World	Montana World Affairs Council	\$ 5,000
9	89.3%	Project	2024 Dillon Community Story Stroll	Dillon Public Library	\$ 7,300
				TOTALS	\$ 28,966.00
				<i>BUDGET</i>	<i>\$ 150,000.00</i>

Staff & Board						
Comments	Criteria #1 - Eligibility & Compliance	Criteria #2 - Significance	Criteria #3 - Strategic Alignment	Criteria #4 - Quality	Criteria #5 - Feasibility	Overall Assessment & Follow-up Questions
Community Project Grant - The Montana Anthology - Working Quiet						
Megan	This is Working Quiet's first funding request to HM. Staff met with the applicant via Zoom on two separate occasions to discuss the project and exchanged several emails and phone calls during the application process. Working Quiet is a registered 501c3 with a UEI and EIN and is eligible to receive a subward from HM. They included a commitment letter from one of their authors. The applicant and organization are in good standing with HM.	This project is significant for several reasons and the application includes evidence of interest in the proposed anthology. Between 1984 and 1988, Humanities Montana, known then as the Montana Committee for the Humanities, played a crucial role in the creation of "The Last Best Place: A Montana Anthology." In the preface, William Kitteridge writes, "We hope the next generation of anthologists will take up where we have left off...The Last Best Place is the first anthology of Montana writing, and it will not be the last." A lot has changed since 1988 and the co-editors and contributing authors seem dedicated to writing about Montana and the West in response to a changing cultural landscape in 2023. Knowing that the publication has undergone peer review and is under contract with the University of Oklahoma press, I am confident the authors and content have been vetted appropriately and that the content will be representative of Montana experiences, authors, and audiences.	This project aligns well with HM's mission to "nurture imagination and ideas by speaking to Montanans' diverse history, literature, and philosophy." The co-editors intend to offer a collection of stories related to Montana history and literature to preserve a sense of place and the tenets of Montana culture in a changing environment. Scholarship for this project centers on the contributions of the co-editors and commissioned authors. Authors include past and current poet laureates, a world-famous musician, prominent Indigenous scholars, and writers, all of whom HM has engaged with either through programs or previous grant projects. Distribution of the final publication to Montana libraries will be important for reaching a broad public audience and it would be helpful to promote any public readings. The content seems representative of multiple perspectives and includes a notable focus on diversity and inclusion.	The intended outcomes are specific and relevant. It will be easy to confirm the completion and quality of the publication and the engagement of the writers, but it may be more difficult to measure reach and readership. This may be something the publisher can analyze. The goals are broad and subjective but again it is hard to provide evidence of changes to attitudes, opinions, and understanding without a formal evaluation plan. Also, publications of this nature are not typically evaluated for success through formal processes. Their plan to assess the best way to distribute the final publication is sufficient. The timeline seems feasible however project activities after September 2024 are less clear and the actual publication date is yet to be determined. There are no concerns regarding outreach, co-branding, or long-term benefits of the project at this time.	The co-editors are well-qualified to lead this project and the support of a contracted publisher will contribute to the success of the project. The budget is appropriate and the expenses are allowable. Working Quiet is not requesting funds to support their staff, but instead requesting funds for contracted services of the co-editors. Co-editors can be viewed as program directors/coordinators or contractors/consultants. Honoraria for Besty Quanmen is reasonable. The applicant had originally requested funds to commission authors to write pieces for the anthology. Although some of the work will be non-fiction to maintain the distinction between funding humanities vs. the creation of art, it seemed better to request funds for direct personnel expenses.	This project has the potential to contribute to a larger body of anthology work specific to Montana. As a serious supporter of the 1989 anthology, HM would continue efforts toward the preservation of Montana literature and history through support of this publication. I would be interested to see the full list of confirmed authors before awarding funding.
Jill	As a first-time applicant, Working Quiet is both eligible and compliant. Their application is complete and included a letter of commitment.	This is a significant project for Montana. It has been 30 years since the last anthology was published and with HM's support. The applicants have clearly outlined a gap in knowledge about Montana culture, especially as it relates to the rural gentrification of the West. They are well organized and have already secured a publisher. Their list of contributors is impressive.	This project would include multicultural perspectives, including rural and Native American collaborators. It aligns well with HM's mission, vision and strategic goals.	The project work plan is complete and clearly defined. I appreciate their outreach efforts with Montana Libraries.	This project has a high level of commitment and the necessary skills and expertise to successfully bring the anthology to completion.	Awarding this project will continue the tradition of HM supporting Montanan anthologies.
Ray Ekness		Wide variety of writers similar to Last Best Place. Seems to be a great idea with variety of writers.	It would be great for the writers to present their stories publicly following the publication.	Good timeline. Good leadership. Good idea.	Match met. Grant covers honorarium and salaries.	I think HM should be involved in this project.
Carla Hornstad		This proposal does a good job of identifying the need for a book like this. As Montana changes, we risk losing the stories that make the state a singular place. Collaboration with the University of Oklahoma Press already shows successful partnerships.	I'm glad that the proposal identifies some of the writers that will be writing essays for this book. I'm a little concerned that it's already the end of January and their March deadline to get essays to the publisher looms.	Most of the outreach and marketing will rely on the publisher.	It's important to note private donors have contributed \$30,000 to cover the costs of paying writers for their pieces.	The goal of correcting stereotypes about Montana (given the popularity of a show like "Yellowstone") is an important one. Montana is changing and if this anthology can help us see ourselves more clearly in the mirror, it seems eminently worthwhile.
Jeanette Fregulia		I am struck by the use of the word "true." By their very nature, stories are subjective, that is their value, their importance. Maybe this is really picky.	The humanities are all about the stories we tell, so this project aligns well with our mission. I like the inclusion of the writers!	Organizing a large group of writers can be tricky. Since the applicant already has a publisher, I am optimistic that they can maintain the timeline. I would have liked a more detailed evaluation plan.		
Jennifer Corning		The applicants have provided an extensive list of participating writers but there are few specifics regarding partnerships or collaborations with organizations and communities post publication.	Content related to the humanities in Montana is deep and wide. History, politics, and literature appear to be priorities for this project. The engagement with communities will depend upon marketing and extensive outreach to organizations across the state. The book will feature a various perspectives. The project leaders are accomplished authors.	The goals and timeline are very clear. Details about the measurement of outcomes and evaluation of the book are not cited and the marketing is largely left to the publisher.	The budget is complete and appropriate, but without specifics on time spent.	The project is in accordance with the mission and goals of Humanities Montana. The inclusion of a variety of perspectives and locations in Montana is worthy of support according to the HM guidelines. This is a unique project that will share essays on the state with multigenerational and new Montanans.
Lathie Poole						While speaking to the "avoidance" of stereotypical points of view, I suspect that there will be a predictable amount contained therein. There is popular "mythology" among all contributing parties—such as the notion that present day tribes have been in Montana for millennia. A recent speaker I heard said that most emigrated from eastern north america around the year 1700. Prehistoric bones reveal some primitive examples but the larger tribal activity he explained was "easily researched" and notably absent before that date, which postdates my family's arrival on the continent. So how do I unpack that? And to say that "gender diversity" has historic roots in Montana when the topic only recently appeared as a headline makes me a skeptic. Still first person recollections are worthy and of interest to me as long as they are not filtered through the lens of the opinions of the editors.
David Cates						Hey, more stories, more stories!
W. Clark Whitehorn		I didn't get a full sense of collaboration or partnerships b/c I couldn't find a full list of authors who are participating.	If the U. of OK Press has offered a contract, there must be a table of contents available to review so that we can get a better sense of who's participating and how they're reinterpreting Montana's stories. I'd also like to get a sense of which anthology they're hoping to replace/update: The Last Best Place: A Montana Anthology or The Montana Heritage: An Anthology of Historical Essays	If the project is going to be submitted to Oklahoma on March 1, 2024, we should be able to view the table of contents and contributing authors.		If the editors can share a table of contents and a complete list of contributing authors, I would be more supportive of this project. Right now, without those items, the timeline doesn't seem feasible, but the project's goals are certainly laudable and I support possible funding once we get a bit more information. It would also be helpful to get a sense of which of the anthologies I mentioned above they intend on updating. The Last Best Place is a literary anthology, so if their plan is to only include 20 authors, this project is going to fall short of supplanting that legendary work.
Karen Reiff		This project is well aligned with the mission of HM. It includes a wide variety of collaborators and has a clear work plan. It's been more than 35 years since the last anthology was published.	The list of authors is varied and includes both rural and native perspectives. The project will also work with Montana libraries. They intend to have a series of conversations about the book throughout the state.	They have a publisher, editors, and authors. They are working with MT libraries, as well. The goals are clear as is their work plan and timeline.	The costs seem reasonable and clear.	This project will allow for multiple perspectives on Montana and its communities and history.
Tim Wilson						I get a little nervous when two people are the sole arbiters of what the contributors are to be in an anthology like this...especially when I see multiple shots at "cowboys, big hats and cattle." I do think the subject of gentrification and the growing unaffordability of housing to native Montanans is very pertinent.

Staff & Board Comments						
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Community Project Grant - 2024 Dillon Community Story Stroll - Dillon Public Library						
Megan	The Dillon Public Library remains in good standing with HM. They have received minor awards in the past through the Big Sky Reads program and an opportunity grant, but nothing significant and nothing related to this project. The applicant consulted with staff before applying and the application includes several support letters from the community.	The proposal does not offer a solid explanation of how the Story Stroll is responding to a gap in knowledge per se, but does mention that the program intended to "enrich quality family time by strolling, reading, and listening to a story created by our children in the K-8 schools." However, the project has other strong qualities as evidenced by the letters of support from participating college students/teachers/administrators, the recognition of program quality by the Montana Library Association, and the invitation to apply for a national literacy award. The project staff have notable expertise in education and the project employs innovative collaboration between educational institutions and the community library. The value to the community includes providing opportunities for interdisciplinary learning and the development of storytelling skills. The Story Stroll also creates opportunities for the general public to experience the outcomes of a collaborative literacy program for youth.	In terms of strategic alignment, this project seems to check all the boxes. The project seeks to develop literacy skills among K-8 students, engage aspiring educators in collaborative work with the community library and local schools, and increase the awareness of ongoing literacy programming among community members. The scholarship is sound, the public will be meaningfully engaged, and the content is innovative and specific to youth participation. My only question is whether the makerspace activities align with the scope of work for a humanities project. Finding connections between humanities and technology is very important as we navigate new educational landscapes, but the request for materials is very specific and seems outside of the humanities realm. This is a small component of the project but should be addressed in the budget.	The work plan is clear and the goals and outcomes are realistic and achievable. They could provide more information about the intended number of student participants at all levels and the estimated number of community participants in the Story Stroll. They should have included participation totals from last year's event. It will be difficult for them to measure reach without a baseline for participation or goals for audience reach. The budget is appropriate but if considered for funding I advise asking additional questions about how the program materials (stuffedies and circuitry) will be used. Also, there is no mention of funding from any other source. It seems that this type of community project would have additional monetary support from the community and I'm not seeing that in their narrative or budget table. The evaluation plan is underdeveloped and would be stronger if it included follow-up with students and described how feedback will be used and shared.	Project leadership and all supporting organizations (library, UM Western, local schools) seem invested and qualified to implement the program. It would be helpful to have more specific dates for project activities.	Funding this project would demonstrate HM's support of interdisciplinary youth literacy programs and expand our reach into new areas such as applied humanities within community makerspace programs. The project offers a chance for the community to physically experience the outcomes of youth literacy programming. I would ask the applicant to share event details, anecdotal stories, and photos with HM during, and after the grant term
Jill	The Dillon Library is eligible and compliant with NEH and HM. They have received funding before, so they received a four for eligibility. Their application is complete.	The proposed Story Stroll would engage youth throughout the project including elementary, middle and college through literacy and music. The audience would include a wide range of Montanans, especially with the partnership with Western.	This proposal is well aligned with HM's mission and vision as well as our strategic priority of reaching youth. The story stroll is an enriching project for the community and ties well with the humanities.	The project workplan is achievable and realistic. The evaluation could be stronger, but I don't have any major concerns.	The organization's commitment is strong and with the community support they have a high capacity for achieving success with this project. They have a team of experts to ensure manage their proposed activities.	Story Strolls are a great project to engage the community, especially young children, in literacy. Awarding this grant would highlight HM's commitment to serving youth, especially in rural communities.
Ray Ekness	<p>The Dillon Library is eligible and compliant with NEH and HM. They have received funding before, so they received a four for eligibility. Their application is complete.</p> <p>I note the especially collaborative nature of this project.</p> <p>I particularly commend the collaboration across multiple levels of educational institutions.</p> <p>As the second year running for this stroll, the applicants have a clear idea of who in the community is served and who will be participating. The multi-faceted project has a variety of stakeholders</p> <p>I love the mix of Dillon's famous Carnegie library (the first in the state), the local college, and the K-12 schools. These seem like the sort of partnerships we should be supporting.</p> <p>I appreciate the collaboration between the public schools and UM Western on this project, as well as, creating a story stroll for the community.</p> <p>The audience is rather narrow (Dillon) but the project rapport with that audience will be strong. The concept of multiple grades working on a given storyline is wonderful collaboration. The mentor concept will bring great benefit to both the younger students and the older students providing the mentoring.</p>	The proposal really puts together a wide variety of folks from the library to the school district to the local university.	Mostly rural and community audience. Will love to see report following the event to see how they feel it went.	Well thought out proposal. Good leaders from each of the entities.	They meet the match. It looks like they have researched the cost of each of the elements they hope to complete. I'm on board with this proposal. Nice work Dillon.	I fully support this proposal. I love that it brings together the entire community and really breaks down activities for all age groups involved. Nice work.
Carla Homstad		I note the especially collaborative nature of this project.	I note that the stories themselves will not necessarily deal with humanities topics. The suggested topics are "Dillon-based mammals, birds, insects, and reptiles." This is my only concern about this otherwise exceptional project.	The measurement plan seems a little inchoate.		While this is a worthwhile project in many respects and its collaborative nature is highly commendable, I don't see a lot of humanities content per se in the stories to be produced and celebrated in the community stroll.
Jeanette Fregulla		I particularly commend the collaboration across multiple levels of educational institutions.		I would have liked to see a more clear explanation of evaluation.		I think this is a terrific project - a really inspiring application to read.
Jennifer Corning		As the second year running for this stroll, the applicants have a clear idea of who in the community is served and who will be participating. The multi-faceted project has a variety of stakeholders	The project is largely focused on and created by youth (a priority audience for HM). The scholarship satisfies the HM guidelines.	The measurement and evaluation piece to this project appears to be missing and there is no information on the outcomes from the previous project. The timeline is solid. The booklet will be of value to those involved.	The project management of writing project and the Stroll is solid. The in-kind contributions are valuable. Are the participating organizations investing in the project other than the in-kind salaries?	This is a large request for an ongoing project. Partial support is recommended such as support for the printing of the booklets.
Lathie Poole						This idea is innovative and sounds like fun for children and their families. Since it is so original (to me) we don't know how it will work out but I think it's worth a try.
David Cates						I love the way this brings the whole community together. Eighth graders with first graders-- It sounds fun and active and people who don't know each now will know each other when this is over.
W. Clark Whitehorn		I love the mix of Dillon's famous Carnegie library (the first in the state), the local college, and the K-12 schools. These seem like the sort of partnerships we should be supporting.		If we can in any way support kids' involvement in the humanities, we should do so.		Getting kids involved in the humanities is the perfect goal for any HM grant application.
Karen Reiff		I appreciate the collaboration between the public schools and UM Western on this project, as well as, creating a story stroll for the community.	The audience is broad. Engaging multiple ages through literacy and music.	Timeline and marketing seems appropriate. I am a little unclear how the success of the project is measured and evaluated.	The budget seems appropriate. I am unclear whether there is any cost sharing from my review of the application.	I think this project engages the community through the public schools, the college, the library and the community of Dillon. The collaborators have demonstrated a clear commitment to the project.
Tim Wilson		The audience is rather narrow (Dillon) but the project rapport with that audience will be strong. The concept of multiple grades working on a given storyline is wonderful collaboration. The mentor concept will bring great benefit to both the younger students and the older students providing the mentoring.				The benefits of supporting this project include: "this project will result in a tangible product the students and community can experience." this project will get children outside and interacting with wildlife (both of which we need more). "this project will provide both the mentors and mentees (?) an experience that will benefit them their entire lives.

Staff & Board Comments		Criteria #1 - Eligibility & Compliance	Criteria #2 - Significance	Criteria #3 - Strategic Alignment	Criteria #4 - Quality	Criteria #5 - Feasibility	Overall Assessment & Follow-up Questions
Community Project Grant - The Centering Indigenous Knowledge Webinar Series - University of Montana (MT Campus Compact)							
Megan	HM received a proposal for the same project during the August 2023 cycle but staff felt that because the applicant learned of the opportunity the week applications were due, the proposal was rushed and did not adequately represent the high quality of the program. After providing feedback to the applicant and meeting in person the applicant was encouraged to return with a second proposal for the December 2023 cycle. The University of Montana remains in good standing with HM and this is the first request we have received from Montana Campus Compact, an affiliate of the university. The best way to understand this program is to watch a few of the recorded sessions from the previous series on YouTube (https://www.youtube.com/playlist?list=PLAUgtQbLG7mczoRbRWsuWC9WDIBnyz).	This project is unique in that it builds on strong collaborations between higher education institutions and Native scholars to bring cultural awareness of Indigenous knowledge and worldviews to the general public. It is significant because it is led by indigenous community members, has a statewide reach, and involves youth and rural audiences.	This project aligns with HM's mission by offering a way for the public to learn about the historical and contemporary contributions of Montana's diverse indigenous communities to society. Although they are still working to confirm scholars for the next series, the project will most definitely involve notable scholarship evidenced by the 2023 series (see the YouTube recordings for more information). This next series will focus on "Indigenous People and Place" which is very relevant as many non-Native Montanans are currently struggling with their relationship to place as the cultural landscape of Montana changes. This is an opportunity to develop cross-cultural awareness, understanding, and learning.	The goals and outcomes are clear and with their well-developed evaluation plan, I am confident they will be able to measure success towards their outcomes. The timeline is feasible. The outreach plan is robust and collaborative. They provided more details in their project descriptions about outreach through partnering colleges and community organizations. They are doing a great job of utilizing their evaluation findings to further develop new iterations of the program. This increases confidence in the effectiveness of their evaluation plan. In terms of sustainability, the recorded sessions are available to the general public on YouTube as on-demand opportunities to learn and benefit from the series.	Leadership and project management for this project are excellent. MT Campus Compact has a long and successful history of community programming. The budget is appropriate and will be monitored by the Office of Sponsored Programs at UM to ensure compliance with HM and all federal regulations. The only adjustment would be to reduce the amount by \$1,000 proposed for commissioning artwork for a promotional logo because it is an unallowable expense. The reduced award total will alter the F&A totals with UM and HM and OSP can work to balance the budget.	The benefits of funding this project include supporting an indigenous-led program with a wide reach to HM's priority communities and opening doors for HM to partner with TCUs in the future. This project would benefit the community by raising awareness of indigenous cultures across the state and would increase HM's visibility across several tribal communities. One request to the applicant would include a list of confirmed scholars/presenters before the grants committee meeting in January.	
Jill	The project is eligible and compliant. The applicant has been in conversation with Megan. This is the first time that Montana Campus Compact has applied for a grant as an affiliate of UM.	This project has impressive significance for Montanans. As a Native-led webinar series with statewide reach including youth and rural communities, it fits many of HM's strategic priorities.	This project is well aligned with the mission, vision and strategic goals of HM. I like that it is a virtual humanities program that has already been established and has an audience of diverse Montanans. There is much demand for indigenous education in our state and this project makes it accessible to the public on a large scale.	The work plan is well thought out and detailed. I appreciate that they have a comprehensive outreach plan. They have an established evaluation process as well.	Based on the success of their previous series of webinars, they have a high capacity of success. They have a demonstrated expertise in putting together this educational series.	This project fits well with the strategic priorities of HM. With statewide reach through the webinar, it is likely to have a continued high impact with audiences in rural and tribal areas. It is an exciting opportunity for HM to be involved with a Native-led virtual humanities program.	
Ray Ekness		Second year of their program. Good collaborations with tribal colleges and MT Campus Compact along with UM.	Reaches out to tribal schools and communities. This year's topic is a bit off of the humanities track.	Good timeline. Already have met and organized. Program moving forward next month.	Good group with good goals. The budget is a bit steep for 300 people especially since it's online. F&A costs are normal but high.	My only reservation is in the topic for this year's webinar. It moves a bit away from humanities in my point of view.	
Carla Homstad			Without knowing who the scholars will be in this series and without knowing what topics will specifically be covered, it's difficult to assess the humanities content of the project. The broad term, "Indigenous People and Place" would seem to indicate a focus on history and geography from a native perspective, so in that sense this series is humanities-based.	The proposal does a good job outlining outcomes, marketing, and evaluation.	We'll need to clarify if HM funds can be used for commissioned artwork. That MTCC did an earlier version of this series is a good sign they can do this project as well.	I'd unreservedly support this project if we knew who the scholars/presenters will be and what specific topics will be covered.	
Jeanette Fregulia			While a webinar is less personal than in person programs, given the nature and scope of this project it seems appropriate to offer both formats (webinar and in person).	2,000 participants is an ambitious goal, and I really like that! I am curious about how the applicant is going to measure an increase in knowledge. Are they going to get a baseline of what the participants know? This is just a little vague for me.		In all, this seems like the kind of project HMT should support	
Jennifer Corning		Important project that is of value to participating scholars and non academic viewers. Collaboration is strong.	The project engages a HM priority audience. The scholarship, content, and public engagement are complete for the guidelines.	Marketing via social media and other media channels are appropriate. The applicants have a clear plan on evaluation of the sessions. The timeline is clear as are the goals.		Full support for this project is recommended for all areas eligible within the HM guidelines.	
Lathie Poole						I gave this project fair marks because I don't think they need our money. They have huge fundraising capabilities and history and while I know this project will sail through our board without support from me, I'm just questioning whether they need our funds.	
David Cates				I don't know much about evaluation of outcomes.		It is a good thing to increase awareness of the many ways of seeing and being.	
W. Clark Whitehorn		Involvement of the tribal colleges is a significant move forward in understanding indigenous communities.				The goal of improving understanding of indigenous communities is worthy of HM's full support.	
Karen Reiff		This virtual series has a wide reach. It involves all seven tribal colleges and there is a demonstrated commitment from UM and the Montana Campus Compact to the project.	This project focuses on native led webinar focusing on cultural awareness of indigenous knowledge. It's virtual and will reach many individuals.	They have an evaluation process and intend to seek feedback from participants. The project seems feasible and realistic.		This project aligns with HM mission. They have a clear plan and evaluation process. They have commitment from a variety of partners.	
Tim Wilson						Not much detail on who the panelists will be. Since this is year two, perhaps the project deserves benefit of doubt on who the panelists will be.	

Staff & Board Comments	Criteria #1 - Eligibility & Compliance	Criteria #2 - Significance	Criteria #3 - Strategic Alignment	Criteria #4 - Quality	Criteria #5 - Feasibility	Overall Assessment & Follow-up Questions
Community Project Grant - Bringing the World to Eastern Montana and Eastern Montana to the World - Montana World Affairs Council						
Megan	MWAC has a long history with HM. They have been an excellent partner in promoting civic engagement among Montana's youth and they continue to expand their programs to reach more students and community members across the state. Since 2011 MWAC has received a total of \$38,000 in award funds from HM. Most recently they received a \$5,000 regular grant in support of their 2023 Distinguished Speakers Program. They share details of the program throughout the year and it seems the program was very successful. They will need to submit their final report for this past year's grant before 3/1/2024 if an award is granted for this project. I encourage all reviewers to watch at least one recording from the 2023 Distinguished Speakers program supported by HM before reviewing this application: https://www.youtube.com/watch?v=yVwYHDdepl - and/or https://www.youtube.com/watch?v=60QVrEMMBw .	This variation of the program seeks to expand MWAC's reach into eastern Montana through an exciting partnership/collaboration with MSU Billings and several community colleges. The potential benefit to the community includes greater access for students and community members in rural and tribal communities to international civic engagement opportunities. The proposed topics seem relevant and timely for an Eastern Montana audience and I have more confidence that topics have been determined in partnership with an advisory committee of teachers and the locations in partnership with MSU Billings.	MWAC does an amazing job of bringing local, regional, national, and international scholars and experts to their distinguished speakers program. Expanding the program into Eastern Montana is a notable innovation from previously funded versions of this program and will complement HM's efforts to involve more youth in civics and increase youth programming in Eastern Montana. With the help of MSU Billings and partnering colleges and community organizations in the proposed locations, MWAC will be better positioned to reach the intended audience.	The work plan is detailed and complete. Outcome 3 is a bit lofty stating that "All Montanans benefit" because that will be hard to measure. However, it is excellent that the programs will be available as on-demand videos. They did not include a timeline for the program outside of the proposed April 2024 - March 2025 grant term and mentioned programs in April and September. This might mean that they are still early in the planning phase. MWAC does a great job with outreach and evaluation and the planned activities for this project align with past activities.	The project will be managed by three very capable staff of MWAC and based on the success of past programs and their commitment to effective communication with HM, there are no concerns about MWAC's dedication and capacity for successful program implementation. The budget is reasonable and includes travel-related expenses for 1 staff person and 1 scholar/speaker to implement 2 programs (1 in April and 1 in September), both are allowable. Per the administrator note, the cost-share allocated to ED salary should be reduced to \$500, and the cost-share total to \$7,700. This does not impact eligibility because the cost-share total will remain greater than the required 1:1 match amount.	Continued support for MWAC's programming compliments HM's strategic priority of serving youth across Montana. It would be interesting to explore opportunities for engaging Democracy Project sites in MWAC's programming moving forward. There are no significant challenges to funding this project but it is worth noting that MWAC has begun to "count on" HM's support of their annual programs. This program has innovation that justifies requesting the same amount as in 2023 and it would be helpful to know from the BOD what type of projects would continue to be eligible in the future.
Jill	MWAC is eligible and compliant. They have a long history with HM and have been an excellent partner. Their application is complete and well written.	The Distinguished Speakers program provides a unique opportunity for Montana students to learn about world affairs and its local impact. While this organization is based in Missoula, they will be reaching youth in rural and Eastern Montana through a partnership with MSU-Billings. I appreciate that the presentations will be recorded in order to reach a larger audience.	The Distinguished Speakers program aligns well with HM's strategic priorities of reaching youth in rural and tribal communities. The educational sessions for students will provide a depth of knowledge about global issues and their impact on Montanans. It is a relevant and timely topic for discussion.	While the workplan could be more specific in areas, overall MWAC has a clear and proven strategy to market and provide their programs in Montana. They have a clear evaluation plan.	The MWAC is well positioned to achieve their project outcomes. They have a strong team with a proven track record of success. Megan has identified a compliance issue with the cost share for the budget, but as she mentioned it won't impact their 1:1 match requirement.	The Distinguished Speakers program in Eastern Montana is well aligned with HM's mission and strategic priorities of reaching youth, rural and tribal communities. This is a repeat proposal to support this program, but it has enough innovation to consider funding it again. MWAC has been an excellent partner and is quite supportive of HM as well.
Ray Ekness		Program reaches out to a variety of small towns and native communities in eastern Montana. Good collaborations with MSU-Billings and tribal colleges. Group has a good and long history of bringing international and national figures to speak about world events to Montana schools.	Proven track record of bringing good people to a variety of small towns including native communities.	Timeline seems reasonable. Survey evaluations by students and teachers involved.	Good leadership in organization. Budget is for travel primarily. Realistic budget.	I think this is an outstanding way to bring discussions of world events to students in small town Montana schools.
Carla Homstad			While I applaud the intent of this proposal to reach communities in Eastern Montana and to increase awareness of global issues, the proposal does not delineate its humanities content with any specificity.	The proposal is a bit unclear about its proposed timeline. It is not clear when the additional speakers will be confirmed and brought on board.	As noted in the administrator comments, we will need to seek a change in the budget's allocation of the executive director's salary. The requested funds from HM will be used for travel-related expenses.	The proposal needed to have more sharply defined its humanities content. "Global dynamics" --the term most often used in the proposal--can refer to a host of topics. But, in general, I support bringing distinguished speakers to Eastern Montana audiences.
Jeanette Fregulia		I have done a small amount of work with MWAC, helping them with a couple of programs they brought to Carroll College. I don't think this is a conflict of interest, but I want to be transparent. I do like their focus on eastern Montana.		The information on evaluation could be more detailed. For example, what kinds of questions would be on the "annual survey"?		I think this is a great project.
Jennifer Corning		As a non-partisan international education service Montana World Affairs Council brings discussion of international issues across the state. This is innovative, educational, and a service to our far-flung communities. The collaboration with colleges is significant and bolsters the application.	The application is absolutely inline with HM's call for innovation, humanities content, multiple perspectives, and audience engagement. Previous presentations referenced the importance of understanding the relevance of world topics to Montana communities.			Full and unreserved support for this project.
Lathie Poole						I wish I knew some of the topics of the proposed lectures or some of the lectures that have been given as part of the groups long history.
David Cates						This is a good organization that brings people involved in world affairs to small communities. It opens doors and windows to the world.
W. Clark Whitehorn						The number of proposed speakers felt a little thin, but I support the notion of raising global awareness in rural eastern Montana. I didn't, however, see an explicit discussion of the types of humanities that this project would be engaging with. Right now, this proposal feels like political/geographic science.
Karen Reiff		They have a demonstrated history with HM and have put together similar programs in the past.	It seems that they're still working on obtaining speakers. They will have YouTube recordings, and they're reaching out to youth, rural, and tribal communities.	They seem to have a system for evaluation. They have experience with outreach and marketing and success with similar programming.	They have good project management as demonstrated in past projects.	This organization has a demonstrated history with HM. The expense into Eastern MT will reach youth and community members in both rural and tribal areas.
Tim Wilson		Discussing "why does this matter to me" as opposed to just "what happened" is a great concept. Recording the Speaker Programs and providing the recording on YouTube is a good way to expand reach.	Seems a good cross section of speakers. Why not Lame Deer/Dull Knife Community College? Why only Eastern Montana? If we actually awarded more than they requested, could they expand their reach?	Outcomes on Projects like this are hard to measure but that shouldn't stop funding.		A worthwhile project.