

Public Humanities Fellowship up to \$4,000

Humanities Montana

General Information

Grant Type

Public Humanities Fellowship

Funding Amount

Up to \$4,000

Cost Share Requirement

Not required

Application Deadline

December 1, 2024

Eligibility

All applicants must consult with our staff before applying. Grant consultations must be completed at least two weeks before the deadline. [Click here to Schedule a Consultation](#)

Support

If you encounter challenges or have questions about the application process, please review our available grant resources linked below and contact our grants office by phone at (406) 243-6067 or email at megan.sundy@humanitiesmontana.org.

Available Resources

[Online eligibility survey](#)

[FAQs](#)

[Recorded informational webinars](#)

[Grant guidelines](#)

[Forms & Links](#)

[Scoring criteria](#)

Pro Tips!

- Tell us what you want us to know. Individuals evaluating your application may not know anything about your organization, your project, or your community.
- Humanities Montana grants are for projects. A project is a discrete piece of your work. A successful application will make clear how the project is distinct within your broader research activities.

- What you are doing matters as much as why you are doing it. Successful applications have clear goals and deliverables that evaluators can easily identify in your narrative. The most competitive proposals are often the most straightforward.
- Your budget tells a story, too. How you spend your money is a strong indicator of your goals and values. The expenses in your budget should reflect your project plan.
- On time is better than perfect.
- Your audience is the heart and soul of your project. Who are you serving? What role do they play in your project, and for your organization?
- Keep it simple. Avoid generalizations, flowery language, and hyperbole. Don't write more than you need to. And don't forget to proofread!
- Create a backup copy of your application. Save your responses in a Word document before submitting your application. This can save you from having to re-write your application if something goes awry.
- Note character limits and use spell check!
- Be careful using AI. As a humanities organization writing is one of our specialties and we are often keen to AI crafted narratives and prefer to support original ideas expressed by humans through thoughtful and skillful composition.
- Collect all required documentation early. Don't wait until the last minute!
- Read the guidelines carefully BEFORE drafting your proposed budget.

Character Limits

Please note the character limits, including spaces and punctuation, for each text area before drafting your response. We DO NOT require you to fill character limits, they are there as a guide to indicate whether we are looking for a brief description or a more detailed explanation.

Part 1 - Request Overview

Project Name*

Choose a project title that is descriptive of the project and easily understood by the general public. Avoid using a title that requires clarification by the subtitle. Avoid using commas, quotes, parentheses, etc.

Character Limit: 100

Brief Project Description*

Provide a brief description of your project. It should be written for a non-specialist audience and clearly state the importance of the proposed work and its relation to larger issues in the humanities. This description will appear on your application during the review process. Do not exceed one-thousand characters, including spaces.

Character Limit: 1000

Amount Requested*

Enter the dollar amount (rounded to the nearest whole dollar) of funds you are requesting from Humanities Montana. This total should be reflected in your proposed budget.

Character Limit: 20

Part 2 - Project Proposal

Humanities Montana has aligned each section with a primary corresponding review criterion, but note that the criteria can be relevant in more than one section and that, taken together, the parts of the narrative should form a coherent whole.

For detailed descriptions of each section, refer to the grant application guidelines.

Project Narrative*

In the space below or as a separate document uploaded to this section, provide a comprehensive description of your proposed project. Your narrative should be succinct, well organized, and free of technical terms and jargon so that non-academic peer reviewers or reviewers unfamiliar with the area of study can understand the proposed project.

Remember, humanities content and relevancy to Montana and Montana communities are the most important criteria by which applications will be judged. Use the following section headings, providing the information indicated. For detailed descriptions of each section, refer to the grant application guidelines.

- Significance and contribution
- Organization and methods
- Competencies, skills, and access

Uploaded narratives must not exceed three single-spaced pages with one-inch margins and a font size no smaller than eleven points. Images, charts, diagrams, footnotes, and endnotes are allowed, if they fit within the three-page limit. Name the file narrative.pdf.

Character Limit: 8000 | File Size Limit: 10 MB

Final product(s) and dissemination*

Describe the intended audience and the intended results of the project. Explain how the results will be disseminated and why these means are appropriate to the subject matter and audience. These may be, but are not limited to, exhibits; presentations; newspaper, magazine or journal articles; books, and/or digital products. Refer to the application guidelines for more details.

Character Limit: 1000

Public presentation(s)*

Describe your plan to present your research findings and final products to a Montana audience. Explain where you plan to host your presentation and which community organizations or groups you intend to partner with to coordinate the presentation. Specify your intended audience and describe your planned outreach efforts to ensure members of this audience participate in your program.

Character Limit: 1000

Timeline*

Summarize your work plan, describing the part or stage of the project that will be supported through fellowship funding. List major tasks and dates for the project, including planning, implementation, and evaluation. Your work plan must be specific to key activities between April 1 and September 30. If you do not anticipate finishing the entire project during the period of performance, discuss your plan for doing so.

Character Limit: 3000

Potential Risks and challenges*

Describe any potential risks or challenges to completing project activities as outlined in your work plan.

Character Limit: 250

Part 3 - Project Budget & Budget Justification

Accuracy and relevancy are essential in this section. Although your proposed budget is an estimate, it should be thorough and detailed and align with the project work plan. The application should include a full breakdown of budgeted expenses for your project. All expenses included in the budget must be allowable. Your budget should also include a full breakdown of budgeted expenses funded through other secured funding or in-kind donations. Project budgets are examined closely by reviewers, and applications with incorrect, incomplete, or inadequate justification for expenses will receive a deduction in evaluation scoring.

Refer to the grant application guidelines for a description of allowable and unallowable expenses.

Proposed Budget

Expense Category	Description	Amount Requested from HM	Cost-Share (In-Kind or Other Secured Funds)	

A. Humanities Montana funds requested*

Please enter the amount requested from Humanities Montana. This figure must match those given in the project budget and budget explanation.

Character Limit: 20

Detailed budget explanation*

Explain **each line** of the proposed budget. Address how costs and revenues were estimated. Include an explanation of any confirmed or proposed funds from other sources. A mix of funds is desirable, but not required for fellowships, as an indication of community or other support.

Character Limit: 5000

Record retention and reporting requirements*

Humanities Montana requires all fellowship recipients to track, account for, and report their expenses as they pertain to the grant. We recommend that a qualified accountant or bookkeeper serve as an adviser to fellowship recipients. By clicking on this button, the applicant agrees to be responsible for all financial information supplied in interim and final reports. Fellowship recipients are required to retain copies of receipts and documentation for all expenses reported in the financial report at the conclusion of their project for at 5 years.

Choices

Yes, I agree

Supporting Documentation & Certification

Personal Statement (OPTIONAL)

(OPTIONAL) Upload a personal statement/cover letter explaining your interest in the Public Humanities Fellowship program and why you are the right person to execute this project, including any experience with public humanities or public-facing projects and how this experience would contribute to your career.

File Size Limit: 5 MB

Bibliography*

Upload an annotated bibliography (no more than a single page) of scholarship relevant to your topic.

Save file as Bibliography.pdf.

File Size Limit: 5 MB

Résumé*

Please upload your résumé (no more than two pages) highlighting your qualifications for completing the proposed project.

Save file as Resume.pdf.

File Size Limit: 5 MB

Letters of recommendation*

Upload two letters of recommendation combined in a single document, or have them e-mailed or mailed to Humanities Montana at megan.sundy@humanitiesmontana.org.

Save file as Letters.pdf.

File Size Limit: 2 MB

Certification*

By entering your name below, you certify that the information provided in this application is true and your own work. If your application is approved you will receive a fellowship agreement from Humanities Montana which will require your signature.

Character Limit: 250

Contact Information

Applicant Name*

Character Limit: 100

Applicant Email Address*

Character Limit: 100

Applicant Mailing Address*

Street name

City, State, Zip Code

Character Limit: 100

Applicant Phone Number*

Character Limit: 15