

2026 Grants

Kentucky Humanities

Instructions

Please read all instructions carefully before submitting an application.

As you proceed through the application, important instructions will be displayed in **red**.

Required fields are marked with an asterisk(*).

If you have questions, please reference the Definitions section below or reach out to the Grants Administrator.

LOI Checklist

Please be sure to update your personal and organization information before submitting an LOI. You can do this by navigating to the top right of your screen, hovering over your name, and clicking "edit profile."

To submit an LOI, you will need the following additional information about your project.

- o Project Humanities Scholar contact information (your humanities scholar must be different from your project director)
- o Project Bookkeeper contact information
- o Information about your project, including the humanities content addressed
- o A preliminary project budget of up to \$10,000 (a more detailed budget will be required in the full application)

Kentucky Humanities Grants Administrator

If you have further questions, reach out to Zoe Kaylor at zoe.kaylor@kyhumanities.org or (859) 257-5932.

Definitions

Award Period: the period of time during which most of the planning, administration, execution, and evaluation of a project takes place. It is important to note that you can only claim expenses or cost sharing incurred during the award period. The maximum award period is 18 months.

Bookkeeper: the person employed by or volunteering for the grantee organization who tracks the project budget, expenses, and documents all cost sharing

Cash cost share or "cash match": cash cost share encompasses all contributions to the project for costs incurred paid for with non-federal funds during the grant award period. If expenses can be documented with receipts and are not being paid for by the grant, those expenses are considered a cash match.

Cost share: Cost share, also known as "match," is the portion of project costs not paid by Federal funds. **Kentucky Humanities grantees must contribute a 1:1 cost share for the funds that they receive.** Cost-sharing augments federal funding to increase the project's impact and ensures that recipients have a financial stake in the project's success. Because Kentucky Humanities grants are federal awards, only non-federal expenses qualify as cost sharing, and each cost share expense must be allowable and documented in accordance with federal guidelines as outlined in 2 CFR Part 200. Cost-share can be generated through cash cost share and in-kind cost share.

Fiscal Agent: Sometimes an organization does not have the resources to handle their own financials and works with a partner organization or fiscal agent instead. In those cases, the fiscal agent will take on fiduciary responsibility for the federal grant funds awarded by Kentucky Humanities on behalf of another organization which is doing the actual project work. If you think this applies to you, reach out to Zoe Kaylor for more information.

Humanities: The humanities are the values by which we live, the ideas that organize our thinking, and all of the ways we communicate with each other. The humanities include many academic disciplines which are primarily concerned with values, ideas, and language. These disciplines include folklore, history, language, linguistics, literature, philosophy, and religious studies, as well as those aspects of the arts (art, dance, music, photography, theatre, and visual studies) and social sciences (anthropology, economics, jurisprudence, medicine, political science, psychology, sociology, psychology, and science) which employ a philosophical or historical approach.

In-Kind cost share or "in-kind match": in-kind cost share encompasses all contributions toward the project during the grant award period that do not involve cash payment or reimbursement, i.e. donated goods, services, or time. For a full list of in-kind sources, please reference the In-kind Sources List

Kentucky Humanities (KH): Kentucky Humanities is an independent, nonprofit affiliate of the National Endowment for the Humanities (NEH) in Washington, D.C. Kentucky Humanities is supported by the NEH and by private contributions. KH is dedicated to Telling Kentucky's Story to create a legacy of pride in the Commonwealth and build civic engagement. KH promotes the humanities statewide through programs and services that celebrate Kentucky's culture, enrich lives, support local initiatives, and empower all Kentuckians to participate in and be a part of that story.

Project director: The project director serves as the primary contact and administrator for a Kentucky Humanities award. The project director cannot be the same as the Humanities scholar.

SAM: System for Award Management (SAM) is an official government system that collects information that is required for all federal award disbursements. An active registration in SAM that is in good standing is required for Kentucky Humanities grant awards. Setting up a SAM profile (that also gives you a UEI) is free and allows an organization to receive federal funds from other agencies.

UEI: a Unique Entity Identifier (UEI) is a 12-character alphanumeric number assigned by the federal government to identify organizations that apply for federal awards and contracts. It replaced the previous DUNS system in 2022. The grantee organization **MUST** have a UEI to receive federal funds.

Federal Award Requirements

SAM Registration*

An active SAM registration that is in good standing is required for all federally funded awards including Kentucky Humanities grants. You may submit an LOI without it, but you must have an active registration to submit your final application.

Do you have an active registration in SAM?

Choices

Yes

No

Project Information

Project Title*

Character Limit: 250

Anticipated Project Start Date*

Character Limit: 10

Anticipated Project End Date*

Character Limit: 10

Anticipated Project Summary*

what is your project about?

Character Limit: 1500

Anticipated Program Format**type of events and outcomes of the project**Character Limit: 1500***Anticipated Audience and Geographical Area Served****the area and audience your project will target**Character Limit: 1500***Anticipated Project Goals and Outcomes****Character Limit: 1500***How will your Humanities Scholar support your project?****include the name and title of your humanities scholar(s)**Character Limit: 1500*

Project Budget

Reference the Definitions section above if needed**Anticipated Amount Requested****The amount of cash funds requested from Kentucky Humanities**Character Limit: 20***Anticipated Cash Cost Share****Documented expenses not paid for with federal funds**Character Limit: 20***Anticipated In Kind Cost Share****Donated services and time that are used for the project**Character Limit: 20***Anticipated Total Cost Share****Cash + In Kind = Total Cost Share**Character Limit: 20***Anticipated Total Project Budget****Amount Requested + Total Cost Share = Total Budget**Character Limit: 20***Anticipated Budget Expenses*****Choices**

Equipment

Honoraria
Indirect
Other
Postage
Printing & Duplication
Promotion & Marketing
Salaries
Supplies
Travel & Per Diem

Anticipated Match Contributions*

Choices

Equipment
Honoraria
Indirect
Other
Postage
Printing & Duplication
Promotion & Marketing
Salaries
Supplies
Travel & Per Diem

Budget Description*

How will you use KH funds?

Character Limit: 1500