



CALIFORNIA STORIES

The California Council for the Humanities

California Story Fund Frequently Asked Questions

Does the Council fund individuals?

No, individuals seeking funds for a project must be fiscally sponsored by a California nonprofit organization or municipal/state agency.

Does the nonprofit sponsor need 501(c)(3) status?

No, the sponsor just has to be a California-based, legitimate and viable nonprofit organization.

What are the responsibilities of a fiscal sponsor?

A fiscal sponsor of the project signs the grant agreement and other required award documents if the proposal is approved. The fiscal sponsor is the entity with overall and final accountability for the project.

Can an organization apply for a new grant if it has already received a California Story Fund award?

Organizations may not submit more than one application per deadline unless acting as a CCH approved fiscal sponsor. Please ask a program manager if you have any questions.

What is the maximum amount an applicant can request?

Each project may request up to \$10,000 in outright funds.

What does in-kind mean?

In-kind refers to any contribution of labor, materials, goods or services donated to the project. It can include the contribution of staff salaried time; volunteer hours; office space; use of equipment for administrative or programmatic purposes; services or materials donated for publicity, promotion, or evaluation; public program items, including refreshments, travel, lodging, and meals for project staff or participants.

Can federal funds be used towards the match?

No, funds from NEH, NEA, state humanities councils, or other federal programs may not be used for the match.

How are the funds disbursed?

90% of the funds are disbursed with the submission of signed award documents, 10% upon approval of the final report.

Do grant funds have to be used to collect new stories?

No, grant funds can also be used for archival research and to provide a forum to share and discuss stories.

What formats can projects use to present stories?

Possible formats include but are not limited to the following: photography and interpretive exhibit, radio documentaries, digital media (30-minute maximum length), dramatic presentation, interpretive artwork (e.g. murals), poetry readings, storytelling events, film festivals, panel presentations and community conferences.

What is a public event?

A public event can take many forms, including all of the formats listed previously. In addition, the event MUST incorporate a discussion component that facilitates public discussion and analysis of the stories and their relevance to the community. Radio programs must host a public, "in-person," event. Events should be free or low cost and open to participation by the general public.

Does the project have to be done in English?

CCH does not impose any language requirements. Your project can be carried out in any language as long as it meets the needs of the audience and is appropriate to the subject matter. It can be monolingual or multilingual.

What is the earliest date that project activities funded by CCH can commence?

Project activities can commence beginning July 1, 2009 for proposals submitted for the April 1, 2009, deadline.

Can a current Council member serve as a humanities expert on a project?

Yes, as long as they avoid any action that could be interpreted as a use of Council membership to further their own interests or those of an affiliate institution. Council members named in a proposal or significantly involved with the creation of a proposal may not vote on or participate in discussion of that proposal. In addition, they may not receive honoraria, salary, or other compensation for consultation in a Council-sponsored or Council-funded program.

Can a project director serve as the humanities expert?

Yes.

How can I locate a humanities expert?

Check with a local higher education institution (college or university), do a Web search on your topic, or contact your local CCH programs manager (see below).

What does technical expertise mean?

CCH requires the involvement of personnel knowledgeable about the medium/media your project will employ, e.g. videography, photography, exhibit design, oral history. Your proposal should demonstrate that project personnel have PRIOR experience in the project media/medium.

Do you have any Web resources available for applicants?

Yes, the Council has prepared a Web toolbox that includes such items as "A How-To Manual for Conducting Oral Histories," a list of "Online Story-Sharing and Oral History Resources,," and a sample "Oral History Release Form." These items can be downloaded at http://www.calhumevents.org/ResourceToolbox/resource_home.htm

Are samples of successful proposals available?

Yes, please check with a programs manager in your region. They will provide you with a sample of a previously funded model proposal.

When will applicants be notified of funding?

The application review process takes about three months. If your project is funded, the sponsoring organization will be sent an award packet with documents that must be signed and returned to CCH in order for a check to be issued. Sometimes conditions are attached to awards. If so, you must satisfy the conditions before the award check can be issued. Unsuccessful applicants will be notified in writing.

If funded, what are your reporting requirements?

CCH requires grantees to submit, within 90 days after the termination of the grant period, a final report consisting of an evaluation report; final expenditures report summarizing all expenditures of CCH grant funds and local matching amounts (whether cash or in-kind); hard copies of participant surveys and sign-in sheets; and two copies of any final tangible product(s) resulting from the project.

Who should I contact if I need more grant information or have questions about the application process?

Contact the programs manager at the CCH office nearest you. We also encourage you to check our Website for informational workshops prior to developing your proposal.

San Francisco Bay Area

John Lightfoot
Programs Manager
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Central Valley and Northern California

Raeshma Razvi
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Amy Rouillard
Senior Programs Manager
619-232-4020
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When are applications due?

Applications must be submitted by noon on April 1, 2009.

How much time should I allow to complete my online application?

Allow at least an hour and a half.

How will I know that my application was received?

Applicants will be notified of receipt of their proposals by e-mail.

When will awards be announced?

The review process takes approximately three months. Applicants will be notified by June 30, 2009.

Where can I learn more about the California Stories Initiative?

More information about the current initiative and other Council-supported projects can be found at our website at www.californiastories.org.

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