

**Arkansas Humanities Council
Major Grants for Documentation and Preservation of
African American Cemeteries**

Special Instructions

The application must be prepared according to the requirements on pages 2-6 and 15-16 in the council's publication *Guidelines for Grant Applications* (other pages do not apply), except as modified by the following special instructions:

1. Cemetery documentation and preservation major grants are a special category. This announcement is the description of the category.
2. It is a requirement that your group be willing to submit information regarding the location and features of the cemetery you are documenting and preserving to the Arkansas Archeological Survey cemetery registry.
3. There is no application form. **See the "To apply" section (attached).** The maximum grant amount for a cemetery documentation and preservation grant is **\$10,000**. (Item 3 at the top of page 4 of *Guidelines for Grant Applications* does not apply.) **There is a special cover sheet for cemetery documentation and preservation major grants (attached). Please submit it with your application.**
4. For budget instructions, see the "To apply" section. There are no cost-sharing requirements for cemetery documentation and preservation major grants. (Instructions on page 14 and pages 17-18 do not apply.)
5. Submit the original plus **six** copies of the entire grant application. (Item 5, on page 5, does not apply.)
6. Grant periods for approved projects may begin no earlier than March 15, 2010. Normally, the grant period will not exceed one year.
7. The project director **and** the chief officer (for example, the board chair or president) of the applicant organization must endorse the project by signing the cover sheet in the spaces provided.

This initiative is supported by funds from the Arkansas Archeological Survey through an Arkansas General Assembly appropriation. The Arkansas Humanities Council is an Arkansas nonprofit corporation determined by the United States Internal Revenue Service to be a public charity under the provisions of the Internal Revenue Code.

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TO APPLY

Use no more than **five pages**, exclusive of any attachments, to answer the following questions. **Please number your responses.** Place the completed cover sheet on top of your answers, and mail or deliver the **original plus six copies** of your application **no later than January 29, 2010** to the **Arkansas Humanities Council, 407 President Clinton Avenue, Suite 201, Little Rock AR 72201**. You will be notified by mail of the council's decision.

1. **Project description.** Tell us concretely what you will do during the proposed grant period.
2. **Explain how your project meets the criteria on pages 4-5 of Guidelines for Grant Applications.**
 - a. **How was your project planned?** Who was involved in planning your project?
 - b. **What have you discovered about the history of the cemetery?**
 - c. **Who are your humanities scholars and what will they do during the proposed project period?** One or more scholar must be involved. It is preferable that at least one of the scholars involved be an archeologist from the Arkansas Archeological Survey. See the definition of humanities scholars on page 2 of our *Guidelines for Grant Applications*. Attach a one- or two-paragraph summary of the scholars' qualifications that are relevant to your project. Be sure to state whether the scholars have agreed to participate as described in your application. Please do not submit resumes.
 - d. **Who will benefit from the project?**
 - e. **How will you get the word out about your project to those who will benefit?**
 - f. **How will your project be evaluated and who will do it?** Describe your evaluation process and list evaluation committee members.
3. **Ownership.** Who own the cemetery that will be documented or preserved as a part of your project? Please provide proof of ownership and/or permission from the landowner to document and/or preserve the cemetery during the project period.
4. **Budget.** Tell us how you want to spend grant funds. Please refer to "Guidelines for Expenses" on pages 15-16 of our *Guidelines for Grant Applications*. Although there are no cost-sharing requirements for cemetery documentation and preservation major grants, please list any other external funds that you have for your project by source and amount.

If you have questions, please call Lasuandra Williams at 501-320-5761, or email her at lwilliamsahc@sbcglobal.net.

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Application Cover Sheet

1. Applicant Organization: _____
Address: _____
Telephone Number: _____
2. Project Director: _____
Address: _____
Home Phone Number: _____
Cell Phone Number: _____
Email: _____
3. Amount of grant Request (maximum \$10,000): _____
4. Proposed Grant Period: _____ to _____
(The period during which project activities will occur and grant funds will be spent.)
5. The project director and the chief officer of the applicant organization must endorse the application by signing below:

Project Director	Date
Applicant Chief Officer	Date
6. The humanities scholar must acknowledge review of the application and willingness to serve as scholar by signing below:

Humanities Scholar	Date
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