



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES

HUMANITIES GUÅHAN
CARES Act **Emergency Relief**
GRANT PROGRAM

HG CARES Grants for Individuals Application Preview

Application Open for Submission Online:
<http://humanitiesguahan.submittable.com>

This document is provided as a preview of the online application, to help you prepare for submission. PLEASE DO NOT SUBMIT A PAPER OR EMAIL APPLICATION. Applications will only be accepted online through Submittable. We recommend that you use a computer, rather than a mobile device, to complete the Submittable application.

[All questions are required unless otherwise indicated. Purple Text indicates internal notes for Submittable. Some questions will prompt "Form Logic" in Submittable: when respondents make a choice between Yes or No, for example, this choice will prompt or hide appropriate follow-up questions.]

Application Instructions

All questions marked with a red asterisk are required; you must complete these questions in order to submit your application. Please note that some of your responses may prompt follow-up questions to appear in the application.

HG CARES Grants for Individuals is a new grant opportunity in Humanities Guåhan's expanded CARES Act Emergency Relief Grant Program. Please note that this grant opportunity only provides funding to Guam-based humanities scholars, recognized traditional teachers or cultural experts experiencing financial hardship due to the pandemic. This funding supports planned public humanities work (educational programs, publicly engaged scholarship, and/or humanities content creation) for 2020.

Please apply to *HG CARES Grants for Cultural and Humanities Nonprofits* if you are primarily a cultural or humanities based nonprofit, and you're registered as a 501(c)(3) with the Government of Guam, the U.S. government, or both.

Please apply to *HG CARES Grants for Other Nonprofits* if you are a Guam-based nonprofit registered with the Government of Guam, the U.S. government, or both, with planned cultural or humanities education programs for 2020.

We recommend that you use a computer/laptop to complete this application. If you use a mobile device, we recommend that you complete the application in one session, and allow time for the form to load.

APPLICATION

CONTACT INFORMATION & RESIDENCY

1. Name:^{*}
 - Directions: Please review the grant guidelines to ensure that you are eligible. You may also wish to review other grant opportunities at humanitiesguahan.submittable.com.

2. Address:^{*}
 - Country
 - Address Line 1
 - Address Line 2 (optional)
 - City
 - State, Province, or Region
 - Zip or Postal Code

3. Email:^{*}

4. Phone:^{*}
 - Directions: Please use a phone line that you will have access to during the COVID-19 pandemic.

5. (Optional) Alternate Phone:
 - [Not Required.]

6. (Optional) Website:
 - [Not Required.]

7. Have you been a resident of Guam for at least two years?^{*}
 - **Single Response Question: Yes or No (Form Logic)**
 - Yes: [Move to Question #8](#)
 - No: "We're sorry, you are not eligible for this grant opportunity. We wish you the best of luck in your search for funding."

8. Please upload proof of Guam Residency:^{*}
 - Directions: The following documents are recommended: (1) Guam government-issued photo ID (2) Guam Voting Registration Affidavit or (3) Employment Verification Letter

9. Please upload proof that your residency in Guam dates back to 2 years prior to the application date:^{*}
 - Directions: The following documents are recommended: (1) Employment Verification Letter (2) Rental Agreement or (3) Utility or Bank Statement

HUMANITIES-BASED WORK & PROGRAMS

10. Please select one of the options below to describe yourself:*
- I am a humanities scholar with a master's degree or higher in a humanities field.
 - I am a traditional teacher or cultural expert who is recognized in the community for my expertise.
- Directions: The humanities include but are not limited to the study of history, modern and classical language, literature, law, philosophy, comparative religion, ethics, and the history, criticism and theory of the arts. Anthropology, archeology, and political science are also considered part of the humanities, as are interdisciplinary areas, such as Pacific studies, CHamoru studies, Micronesian studies, Asian studies, American studies, women and gender studies, ethnic studies, and the study of folklore and folk life.
 - [Single Response Question \(Form Logic\)](#)
 - "I am a humanities scholar...": [If Selected, Question #13 Appears Below](#)
11. Please describe the cultural or humanities-based work and/or educational programs you planned or plan to do for our community, and your specific role and contributions to these programs, during the period from March 20 to December 31, 2020:*
- Directions: It would be especially helpful to know about the ways you engage the public or your participants with culture, literature, history, or other humanities fields or topics. What programs did/do you have planned for the spring, summer and fall of 2020, and how will you adjust them if needed to meet changing restrictions on social gatherings? In what ways are your individual efforts valuable for our community?
 - Limit: 750 words
12. Please describe your credentials, training, experience, activities, awards, and publications as they relate to the humanities. Please demonstrate a track record of work in the public humanities on Guam for at least a year prior to the pandemic (i.e., humanities programming, publicly engaged scholarship, humanities-based content creation, etc.) *
- Limit: 750 words
 - Directions: Humanities scholars must have a master's degree or above in a humanities field to be eligible for this grant. Traditional teachers or cultural experts must demonstrate wide recognition in the community for their expertise (i.e. through CAHA's Guam Masters Award program, etc.).
13. Please upload documentation verifying your academic credentials as a humanities scholar.*
- Directions: The following documents are recommended: (1) Diploma (2) Academic transcripts for your highest level of education or (3) Certification listing your degree and humanities field
 - [Question #13 appears if the answer to Question #10 is "I am a humanities scholar with a master's degree or higher in a humanities field."](#)
 - [\[Upload up to 3 files\]](#)

14. (Optional) You may upload documentation demonstrating your cultural/humanities work for the public or recognized expertise in support of your application here:
- Directions: Select up 10 files to attach. No files have been attached yet.
 - Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff
15. Do you provide programs for underserved communities? If so, please briefly provide information about this below.
- [Not Required.]
 - Limit: 500 words
16. Have you served as a humanities scholar, project director, or in another role for a project funded by Humanities Guåhan's Community Grant Program? If so, please describe below.
- [Not Required]
 - Limit: 500 words

FINANCES & FINANCIAL HARDSHIP

17. Please upload your completed Form W-9, including your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN):*
- Select up 1 file to attach. No files have been attached yet.
 - Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff
 - Directions: You can download a Form W-9 here:
<https://www.irs.gov/pub/irs-pdf/fw9.pdf>.
18. In your work as a scholar, traditional teacher or cultural expert, are you under-resourced, or do you have limited means or access to other sources of financial relief support? If so, please provide information about this below.
- [Not Required]
 - Limit: 500 words
19. Please select the financial impacts to your humanities or cultural work as a result of the COVID-19 pandemic. Check as many as apply.*
- Multiple Response Checkboxes:
 - Loss of Income from Furlough
 - Loss of Income from Layoff
 - Loss of Income as a Self-Employed Humanities Scholar/Traditional Teacher/Cultural Expert
 - Loss of programming opportunities
 - Loss of revenue resources
 - Unanticipated expenses due to cancelled or modified programs or activities (i.e. adapting in person programs to virtual programs)
 - Other

20. Please tell us more about each of the financial impacts selected above. *
- Limit: 500 words
21. What is your grant request? You may request up to \$5,000.*
- [Numbers Field.]
22. Please describe how this grant request will help you continue your work in the public humanities.*
- Limit: 750 words
 - Directions: Please note that the use of requested funds may not directly overlap with programs or costs already funded by Humanities Guåhan or other sources.
23. Are you pursuing other sources of emergency relief or support in relation to your cultural or humanities work? If so, please describe below.
- [Not Required.]
 - Limit: 500 words

FURTHER INFORMATION

24. Is there any further information you wish to provide in support of your application?
- [Not Required.]
 - Limit: 750 words

CERTIFICATIONS/GRANT AGREEMENT

25. Electronic Signature*

The applicant assumes all responsibilities as grantee. In signing and submitting a grant application, the applicant certifies that the acceptance paperwork and required reports for the grant will be submitted on time and will comply with the certifications listed below.

Humanities Guåhan is required to ask each applicant for certification of compliance with nondiscrimination statutes, debarment, and suspension. By signing and submitting this form, the organization's authorizing official is providing these certifications.

Nondiscrimination Statutes and Regulations:

- (a.) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000 et seq.), which provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance;
- (b.) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance;
- (c.) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681 et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance;

- (d.) The Age Discrimination Act of 1975, as amended (42 U.S.C. 6106 et seq.), which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute;
- (e.) Drug Free Workplace Act of 1988, which certifies that the organization will provide a drug-free workplace; and
- (f.) The Americans with Disabilities Act (ADA) of 1990.

Certification regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion (45 CFR 1169):

- (a.) The applicant certifies, by submission of this proposal, that neither the applicant nor any subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
- (b.) Where the applicant is unable to certify to any of the statements in the certification, such prospective participant shall attach an explanation to this proposal.