

Discussion Grant - 2017

Massachusetts Foundation for the Humanities

Project Title

Character Limit: 100

Grant Number

internal use only

Character Limit: 100

Type of Discussion Grant

Choose one from the list below. There are separate guidelines for each option.

Choices

Civil Rights Discussion

Common Good Reads

Family Adventures in Reading

Literature & Medicine

Open Discussion

Reading & Discussion

Project Director's Evaluation

The Project*

Summarize the completed project (as it actually happened) as though you were talking to an interested neighbor or a friendly journalist. (You do not need to include details about planning stages or logistics.)

Character Limit: 10000

Goals*

How successful was the project at meeting the goals you identified before you began? **Ratings:** 1-unsuccessful, 2-somewhat unsuccessful, 3-somewhat successful, 4-successful

Scoring Options: 1 - 4

Most Successful*

What was most successful about the project? What worked particularly well? Please be as specific as possible.

Character Limit: 1500

Least Successful*

What was least successful about the project? What would have made the project better? Again, please be as specific as possible.

Character Limit: 1500

Engaging New Audiences

If applicable, please describe your ENA efforts and outcomes.

Character Limit: 5000

Negotiating the Social Contract

If applicable, please describe your NSC efforts and outcomes.

Character Limit: 5000

Personnel*

Briefly describe your work (on this project) with scholars and other resource people. How did it go? Please tell us what they contributed and note any changes in major personnel.

Character Limit: 6000

Outreach Efforts*

Describe your PR and outreach efforts. How successful were your efforts?

Character Limit: 7500

Anecdotes and Quotations

Please provide one or two anecdotes or quotations that capture the success of your project. Please identify people's roles and include the context of any anecdote or quotation.

Character Limit: 5000

Relevant Links

Please provide links to relevant websites, videos, photographs, or anything else that represents your project. Please also provide brief descriptions.

Character Limit: 5000

Audience*

Please choose up to three descriptors that best match your actual audience.

Choices

Adults (general public)

Children (K-12)

Adults (under 40)

Adults (40-65)

Adults (over 65)

Rural

Suburban

Urban

Women

Men

Genderqueer

People of Color

Members of Low-Income Communities/Families

Veterans
College / University Students
Teachers / Educators / Scholars
Immigrant and / or Refugees
People who are or who have been incarcerated

Audience Engagement*

Please describe the types of engagement had and levels of enthusiasm shown by your audience/participants. Was the audience appreciative? Was the audience talkative?

Character Limit: 5000

Raising Other Funds*

The *grant* made it easier to raise other funds.

Choices

- 1 - disagree
- 2 - not applicable
- 3 - agree

Without Grant*

Without the grant, the *program* would:

Choices

- 1 - have happened
- 2 - have happened on a smaller scale and/or had less impact
- 3 - not have happened

Comments on the Grant Application Process

Character Limit: 5000

Reports and Uploads

Factual Report Upload*

Download the [factual report form](#) available in Word. Save it, complete the form and upload the new file here.

File Size Limit: 2 MB

Final Expenditures Report Upload*

Download the [Final Expenditures Report form](#) available in Word. Save it, complete the form, and upload the new file here.

File Size Limit: 2 MB

Photograph

Upload a photo of the program if you have a good image.

File Size Limit: 2 MB

Publicity and Press*

Upload samples of printed publicity and/or any advertisements or articles—gathered into one document or file. Combining PDF files can be done easily if you have the full version of Adobe Acrobat. If you don't have the full version, you can download a [free pdf creator](#) that also combines pdf files. Cnet.com recommends [PrimoPDF](#).

File Size Limit: 4 MB

Participant Surveys*

Please scan and upload completed participant survey forms—gathered into one document or file. Combining PDF files can be done easily if you have the full version of Adobe Acrobat. If you don't have the full version, you can download a free pdf creator that also combines pdf files. Cnet.com recommends [PrimoPDF](#).

File Size Limit: 5 MB

Facilitator Evaluation

Facilitator Email*

Enter the email address of the Facilitator that must submit an evaluation as part of your final report. Then click "Compose Email" to send them a personal email asking them to complete this evaluation form. They will receive a second email from this system which will include a link for them to click on and answer questions. Below are generic instructions for you to copy and paste into your email if you'd like to use them. Give them a deadline.

I would like to thank you for working on this project. As you know, you need to submit a scholar evaluation for this grant-funded project before it can be successfully closed with Mass Humanities. You'll be receiving another email from Mass Humanities, Scholar Evaluation Instructions, which will include a long link. This link will direct you to the scholar evaluation questions required by Mass Humanities. Only Mass Humanities will see your answers so feel free to give honest feedback. Please submit your evaluation by ___/___/____. Thank you!

Your Name*

Character Limit: 150

What was most successful about the project?*

Tell us what was most successful about the project? What worked particularly well? Please be as specific as possible.

Character Limit: 5000

What was least successful about the project?*

Tell us what was least successful about the project? What would have made the project better? Again, please be as specific as possible.

Character Limit: 5000

Comments

Tell us about any important changes, obstacles, or improvements that you made or dealt with while working on this project.

Character Limit: 5000