

# Reading Frederick Douglass Together - 2025

*Massachusetts Foundation for the Humanities*

## *Project Information*

### **Project Title\***

This will be used in Mass Humanities outreach and media communications.

Example: Reading Frederick Douglass Together on Boston Common

*Character Limit: 250*

### **Amount Requested\***

Use whole dollar amounts only. The maximum grant amount for Reading Frederick Douglass Together is \$2,000.

*Character Limit: 20*

### **Grant Period Start Date\***

When will you begin grant-related work on your project? Grant-related work cannot begin until after the award announcement.

**Funded events must take place in 2025.**

Use the following calendar to ensure you choose the correct dates for your grant period and event

- Your **grant period start date** must be after the award announcement date.
- Your **event date** should be at least 2-3 weeks after the award announcement date,

### **Application Submitted By      Announcement Date**

January 3, 2025	January 20, 2025
February 7, 2025	February 24, 2025
March 7, 2025	March 24, 2025
April 4, 2025	April 21, 2025
May 2, 2025	May 19, 2025
June 5, 2025	June 23, 2025

*Character Limit: 10*

**Grant Period End Date\***

When will the grant-related work on your project be complete? Your final report will be due 60 days after the end date you choose.

*Character Limit: 10*

**Will this be your first grant from Mass Humanities?\*****Choices**

Yes

No

**Is this your first Reading Frederick Douglass Together Grant?\*****Choices**

Yes

No

**Past Readings\***

How many times have you hosted a reading in previous years? If this is your first time hosting a reading put "0."

*Character Limit: 15*

**Proposed Reading Date\***

Enter the date you plan to host your reading.

*Character Limit: 10*

**Proposed Reading Time (AM /PM)\***

*Character Limit: 8*

**Project Summary- Be sure to answer each question thoroughly\***

Briefly describe your Reading Frederick Douglass Together event(s).

- **Where** and **when** will the event(s) happen?
- **Who** do you anticipate will attend the reading?
- **What** are your organization's intentions and desired impact for hosting a reading?
- **How** will you create a safe, welcoming, and affirming environment for attendees?

*Character Limit: 3000*

**Outreach and Publicity\***

- How will you reach out to, or collaborate with your intended audience?
- What media and media strategies will utilized?
- If awarded a grant, how will you recognize Mass Humanities support? Your recognition of Mass Humanities helps generate continued funding support.

*Character Limit: 2000*

### Total Anticipated Audience/Participants\*

Enter the sum total of audience members/participants you think will attend your grant-related event(s).

*Character Limit: 10*

### Partnerships\*

Many Reading Frederick Douglass Together programs also use partnerships to bring together a community of readers and promote the event. If your organization is partnering with another, please describe the partners involved and their responsibilities.

*Character Limit: 2000*

### Will your reading include a discussion?\*

While not required, Mass Humanities strongly suggests including a discussion before, during, or after the reading; the day of or days following.

#### Choices

Yes

No

### Humanities Discussion

Mass Humanities encourages Reading Frederick Douglass Together programs to engage participants in considering the speech's historical and contemporary context through opening or closing remarks or panel or facilitated discussion by a knowledgeable, experienced leader. We call this person the "Project Scholar."

If your program will include any of these activities, please describe them and the Project Scholar's relevant qualifications or experience.

*Character Limit: 2000*

### Budget- Download Form\*

Download the [https://docs.google.com/document/d/1Aty9V\\_ynfH8P9OTBgyC9mkvz3PKr-7ED/edit?usp=sharing&oid=113421754182480634429&rtpof=true&sd=true](https://docs.google.com/document/d/1Aty9V_ynfH8P9OTBgyC9mkvz3PKr-7ED/edit?usp=sharing&oid=113421754182480634429&rtpof=true&sd=true) Application Budget Form Here

**You must download to your device, first, then complete it . "Save As" your program name. Ex. *Reading Frederick Douglass Together at Home App Budget* and upload it.**

*File Size Limit: 5 MB*

### Would you like complimentary Frederick Douglass T-shirts?

For summer readings, Mass Humanities will provide 5 T-shirts for your event **while supplies last**. They can be gifted or worn by team members. T-shirts will be shipped the first week in June.

#### Choices

YES

NO

## Shipping Address for T-shirts

Please provide the name and shipping address ( city, state and zip code).

*Character Limit: 250*

## Applicant Organization

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### Tax-Exempt Status\*

Select the description that best matches your organization.

#### Choices

My organization is a currently tax-exempt 501(c)(3).

My organization is not a 501(c)(3) but it is fiscally sponsored by a currently tax-exempt entity.

My organization is a state or federally recognized tribe.

My organization is a government entity (e.g. a town government or town library).

My organization does not match any of the above (it may not be eligible).

### Applicant Organization

Briefly describe the mission and work of the applicant organization.

*Character Limit: 1000*

## Fiscal Sponsor

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Only applicants using fiscal sponsors are required to complete the following questions.

If your organization is 501c3 or other tax-exempt entity, skip these questions.

### Fiscal Sponsor

Enter the legal name of your fiscal sponsor.

*Character Limit: 100*

### Fiscal Sponsor Mailing Address

Enter the mailing address of your fiscal sponsor (Street Address or P.O. Box, City, Zip Code)

Note: if you are awarded a grant and choose to have a check mailed instead of direct deposit, it will be send to this fiscal sponsor address.

*Character Limit: 500*

### Fiscal Sponsor Tax Identification Number

Enter the 9-digit Tax Identification Number for your fiscal sponsor.

*Character Limit: 9*

## Fiscal Sponsor Agreement

Upload your agreement with your fiscal sponsor.

If you need a Fiscal Sponsor, here is a sample Fiscal Sponsor Agreement and here is a list of Fiscal Sponsors in Massachusetts.

Note that finding a fiscal sponsor can take time and you need to have a Fiscal Sponsor Agreement signed by the application deadline. If you are new to Fiscal Sponsorship, here is a brief description and here are some questions to ask potential Fiscal Sponsors.

*File Size Limit: 10 MB*

## *Project Personnel*

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### **Authorizing Official's First and Last Name\***

The Authorizing Official is the person empowered to sign contracts on behalf of the applicant organization. The Authorizing Official must be from the applicant organization or its fiscal sponsor. The Authorizing Official and the Project Director can be the same person but only if the Project Treasurer is an unrelated to them.

*Character Limit: 50*

### **Authorizing Official's Position/Title\***

*Character Limit: 100*

### **Project Director's First and Last Name\***

The Project Director organizes the project and completes online reporting. The Project Director can be the same person as the Authorizing Official but cannot be the same person, or related to, the Project Treasurer.

*Character Limit: 125*

### **Project Director's Position/Title\***

*Character Limit: 75*

### **Project Director's Email\***

*Character Limit: 125*

### **Project Director's Daytime Phone Number(s)\***

*Character Limit: 100*

### **Project Director's Address**

Provide a mailing address that includes the city, state, and zip code.

*Character Limit: 250*

### Project Treasurer's First and Last Name\*

The Project Treasurer is the person who keeps track of project income and expenses, pays bills, and is responsible for financial documentation. The Project Director and Project Treasurer must be unrelated individuals.

*Character Limit: 125*

### Project Treasurer's Position/Title\*

*Character Limit: 125*

### Project Treasurer's Email\*

*Character Limit: 125*

### Project Treasurer's Daytime Phone Number(s)\*

*Character Limit: 30*

### Project Treasurer's Address

Provide a mailing address that includes the city, state, and zip code.

*Character Limit: 250*

## *Pre-Award Agreement*

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**For Submission:** Fields marked with \* are required. Click on the "submit" button to send your completed application to Mass Humanities.

**For your records:** For a complete finished application for your records, click on "print packet." A pdf will be generated of your entire application.

### Pre-Award Agreement\*

By selecting "I agree" below, I certify the following:

1. The statements contained herein are true, complete, and accurate to the best of my knowledge, and I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.
2. The applicant organization assumes all responsibilities as grantee and may not operate simply as a fiscal agent (though the applicant may itself have a fiscal sponsor).
3. Any funds granted as a result of this application will be used in accordance with the plans and budget described in this request; any significant changes in activities, personnel, or budget will require prior approval by Mass Humanities.
4. The applicant organization's Authorizing Official, who is empowered to accept the terms of an award agreement if a grant is made, certifies that the applicant organization agrees to submit a final grant report, including a final budget and information about the impact of these funds.

**Choices**

I agree

*Staff Note & Recommendation*

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