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## NATIONAL ENDOWMENT FOR THE HUMANITIES

### CFDA 45.129      **PROMOTION OF THE HUMANITIES - FEDERAL/STATE PARTNERSHIP**

#### **I.      PROGRAM OBJECTIVES**

To provide funding through grants to humanities councils in each State (including the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of Northern Mariana Islands). The 56 State humanities councils support, on a competitive basis, locally-initiated humanities programs. State councils also design and conduct humanities projects.

#### **II.     PROGRAM PROCEDURES**

The National Endowment for the Humanities (NEH) makes grants to each of the 56 State humanities councils upon submission and approval of the *Federal/State Partnership General Support Grants Application Cover Sheet and Compliance Plan (OMB No. 3136-0134)*. Generally, the grant is for a five year period with annual awards in the first three years. The grants provide administrative and program support. After receipt of the grant, the State humanities council is required to submit a *Summary Budget for the Funding Period (OMB No. 3136-0134)*. The State humanities councils may subgrant funds, referred to as "regrants" in this program, to local non-profit organizations, institutions, groups, and individuals.

#### **Source of Governing Requirements**

The laws for this program are found in 20 USC 956.

#### **Availability of Other Program Information**

NEH maintains a web site on the Internet ([www.neh.gov](http://www.neh.gov)) which provides general information about NEH programs. A handbook titled *Matching Guidelines for General Support Grants to State Humanities Councils* can be obtained by e-mail request to [grantmanagement@neh.gov](mailto:grantmanagement@neh.gov) or by calling 202-606-8617 or 8494.

#### **III.    COMPLIANCE REQUIREMENTS**

**In developing the audit procedures to test compliance with the requirements for a Federal program, the auditor should first look to Part 2, Matrix of Compliance Requirements, to identify which of the 14 types of compliance requirements described in Part 3 are applicable and then look to Parts 3 and 4 for the details of the requirements.**

## A. Activities Allowed or Unallowed

Funds may be used to initiate and support programs and research which have substantial scholarly and cultural significance; to insure that the benefit of programs will also be available to citizens where such programs would otherwise be unavailable due to geographic or economic reasons; and to foster education in and public understanding and appreciation of the humanities. (20 USC 956(c)(4), 956(c)(7), and 956(c)(9)).

The state humanities councils may regrant funds to organizations (including institutions of higher education and units of State and local governments), groups or persons that form an association to carry out a project, not-for-profit groups (do not have to be incorporated) or individuals. Regrants may not be made to for-profit organizations (20 USC 956(c)(2), 956(h)(1), and 956(l)).

Federal regrant funds must be expended according to the *Summary Budget for the Funding Period* (OMB No. 3136-0134) and any amendments as approved by NEH. Transfers can be made from other categories to regrants, but written permission from the NEH is required to transfer funds from the regrant category.

## G. Matching, Level of Effort, Earmarking

### 1. Matching

Under this program, State humanities councils receive two types of funding from the NEH: Outright Funds and offers to provide Matching Funds. The amount of each type of funding is identified in the grant award documents.

Councils must match Outright Funds on a dollar for dollar basis. Matching for Outright Funds may take the form of cash contributions to the councils from any source (including funds from other Federal agencies), program income the councils have earned, unreimbursed allowable costs that a grantee incurs in carrying out a council-funded project, or in-kind contributions made by third parties (20 USC 956(f)(1)).

Matching Funds must also be matched dollar for dollar. The NEH releases Matching Funds to a council only upon certification that the council or its grantee have raised the required amount of eligible third-party gifts per the *Matching Funds Certification Letter* (OMB No. 3136-0134) and accompanying instructions (20 USC 960(a)(2)(B)).

For those councils covered by the Economic Development of the Territories Act (the Virgin Islands, Guam, American Samoa, and the Commonwealth of Northern Mariana Islands) the matching requirements do not apply to the first \$200,000 in Outright Funds (48 USC 1469a(d)).

### 2. Level of Effort - Not Applicable

**3. Earmarking - Not Applicable**

**L. Reporting**

**1. Financial Reporting**

- a. SF-269A, *Financial Status Report* (Short Form) - Applicable
- b. SF-270, *Request for Advance or Reimbursement* - Applicable
- c. SF-271, *Outlay Report and Request for Reimbursement for Construction Program* - Not Applicable
- d. SF-272, *Federal Cash Transactions Report* - Applicable

**2. Performance Reporting - Not Applicable**

**3. Special Reporting**

*Matching Funds Certification Letter (OMB No. 3136-0134)* - This letter is used to describe and certify the qualification of third-party gifts for the Matching Funds.