

NATIONAL ENDOWMENT FOR THE HUMANITIES

ASSISTANCE LISTING 45.129 PROMOTION OF THE HUMANITIES – FEDERAL/STATE PARTNERSHIP

I. PROGRAM OBJECTIVES

The Federal/State Partnership program provides funding through general operating support grants to humanities councils in the United States and its jurisdictions. The 56 state and jurisdictional humanities councils tailor their grantmaking and programs to the needs, resources, and interests of their state or jurisdiction, while also extending the reach of National Endowment for the Humanities (NEH)-funded projects and further strengthening NEH’s connection to local communities throughout the U.S. and its jurisdictions.

II. PROGRAM PROCEDURES

The NEH awards general operating support (GOS) grants to each of the 56 state and jurisdictional humanities councils upon submission and approval of the *Annual Plan* and the *Activities and Outcomes Report*. Generally, each grant has a five-year period of performance, with annual awards in the first three years. Each of the first three years constitutes a funding period. Closeout activities occur in years four and five. The state and jurisdictional humanities councils are expected to obligate most of the funds awarded each year by the end of the funding period.

The GOS grants provide support for the following functional activities: Program Services (e.g., council-conducted projects and public meetings), Fundraising, Subawards, and General Management. Each state and jurisdictional humanities council is required to submit Section B of the *SF-424A: Budget Information – Non-Construction Programs* and a budget justification with their annual GOS application, wherein the Council must list costs projected to be incurred during the respective funding period. The state and jurisdictional humanities councils may subaward funds, referred to as “regrants” in this program, through a competition to local nonprofit organizations, institutions, groups, and individuals.

Source of Governing Requirements

The authorizing statute for this program is 20 USC 956(f).

Availability of Other Program Information

NEH maintains a website (<http://www.neh.gov>) that provides general information about NEH programs. Five publications titled a) “[General Terms and Conditions for General Support Grants to State Humanities Councils | The National Endowment for the Humanities \(neh.gov\)](#),” b) “[Addendum to: General Terms and Conditions for Awards and General Terms and Conditions for General Support Grants for State Humanities Councils | The National Endowment for the Humanities \(neh.gov\)](#),” c) “[Matching Guidelines for General Support Grants to State Humanities Councils | The National Endowment for the Humanities \(neh.gov\)](#),” d) “[General Terms and Conditions for American Rescue Plan State Humanities Councils Awards | The National](#)

[Endowment for the Humanities \(neh.gov\)](https://www.neh.gov)”, and e) [General Management Costs for State Humanities Councils | The National Endowment for the Humanities \(neh.gov\)](https://www.neh.gov) are specifically applicable to this program.

III. COMPLIANCE REQUIREMENTS

In developing the audit procedures to test compliance with the requirements for this federal program, the auditor must determine, from the following summary (also included in Part 2, “Matrix of Compliance Requirements”), which of the 12 types of compliance requirements have been identified as subject to the audit (noted with a “Y” in the summary matrix below), and then determine which of the compliance requirements that are subject to the audit are likely to have a direct and material effect on the federal program at the auditee. For each such compliance requirement subject to the audit, the auditor must use Part 3 (which includes generic details about each compliance requirement other than Special Tests and Provisions) and this program supplement (which includes any program-specific requirements) to perform the audit. When a compliance requirement is shown in the summary below as “N,” it has been identified as not being subject to the audit. Auditors are not expected to test requirements that have been noted with an “N.” See the Safe Harbor Status discussion in Part 1 for additional information.

A	B	C	E	F	G	H	I	J	L	M	N
Activities Allowed or Unallowed	Allowable Costs/Cost Principles	Cash Management	Eligibility	Equipment and Real Property Management	Matching, Level of Effort, Earmarking	Period Of Performance	Procurement and Suspension and Debarment	Program Income	Reporting	Subrecipient Monitoring	Special Tests and Provisions
Y	Y	N	N	N	Y	N	Y	N	Y	Y	N

A. Activities Allowed or Unallowed

1. *Activities Allowed*

- a. Funds may be used to initiate and support programs and research which have substantial scholarly and cultural significance; to ensure 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)(9), and 956(c)(10)). Funds may not be used to support projects that fall outside of the humanities and the humanistic social sciences (as defined in 20 USC 952(a)) (including the creation or performance of art; creative writing, autobiographies, memoirs and creative nonfiction; and quantitative social science research or policy studies as defined 20 USC 952(b)).

- b. The state and jurisdictional humanities councils may subaward 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 to support programs and research which have substantial scholarly and cultural significance. Subawards may not be made to for-profit organizations (20 USC 956(c)(2), 956(h)(1), and 956(l)).

G. Matching, Level of Effort, Earmarking

1. Matching

Under this program, state and jurisdictional humanities councils are awarded two types of funding: Outright Funds and Federal Matching Funds. The amount of each type of funding is identified in the grant award documents.

a. Outright Funds

State and jurisdictional humanities councils must cost share Outright Funds on a dollar-for-dollar basis. By law, the NEH cannot support more than 50 percent of the costs of a state or jurisdictional humanities council's activity. Expenditures of Outright Funds must be matched by cash contributions to the state or jurisdictional humanities council from any source (including funds from other Federal agencies), program income earned, unreimbursed allowable costs that a subrecipient (regrantee) incurs in carrying out a council-funded project, and the value of in-kind contributions made by third parties. In-kind contributions may be in the form of charges for real property and equipment or the value of goods and services directly benefiting and specifically identifiable to an activity of the state or jurisdictional humanities council (20 USC 956(f)(1)).

For those jurisdictional councils covered by the Economic Development of the Territories Act (the US Virgin Islands, Guam, American Samoa, and the Commonwealth of Northern Mariana Islands), the cost-sharing requirement do not apply to the first \$200,000 in Outright Funds awarded each funding period. The remainder of the annual outright funding awarded requires dollar-for-dollar cost sharing (48 USC 1469a(d)).

b. Federal Matching Funds

When Federal Matching Funds are offered, each state and jurisdictional humanities council must certify that it or one of its subrecipients (regrantees) have raised the required amount of eligible third-party cash gifts to support grant activities, if it intends to accept matching funds. The state or jurisdictional council is responsible for determining whether funds received from third-parties qualify as gifts eligible for Federal match. A gift is defined as the voluntary transfer of money (or a noncash contribution that is subsequently converted to cash) from a nonfederal

third-party to the state or jurisdictional humanities council or its subrecipient (regrantee) without compensation or consideration of return. Further gift eligibility guidance can be found on the NEH website, “[Matching Guidelines for General Support Grants to State Humanities Councils | The National Endowment for the Humanities \(neh.gov\)](#)”. State and jurisdictional humanities councils are not required to accept Federal Matching Fund offers.

The NEH awards Federal Matching Funds to a state or jurisdictional humanities council upon receipt and acceptance of the certification that the entity and/or its subrecipients (regrantees) have raised the required amount of eligible third-party cash gifts. The state or jurisdictional council must submit a *Certification of Gifts/Pledges* to NEH annually by September 15. Before certifying a gift that has been raised and retained by a subrecipient (regrantee), the state or jurisdictional humanities council must determine from documentation provided by the subrecipient (regrantee) that the gift meets the eligibility criteria stipulated in NEH matching guidelines, and that the gift has been transferred by the donor to the subrecipient (regrantee). (20 USC 960(a)(2)(B)).

2. Level of Effort

Not Applicable

3. Earmarking

Federal funds allocated for subawards must be expended according to the NEH approved SF-424A budget justification for the funding period and any amendments as approved by NEH. Transfers can be made from other expenditure activities to subawards, but written permission from the NEH is required to transfer funds from the “subaward” category.

L. Reporting

1. Financial Reporting

- a. *SF-270, Request for Advance or Reimbursement* – Applicable
- b. *SF-271, Outlay Report and Request for Reimbursement for Construction Programs* – Not Applicable
- c. *SF-425, Federal Financial Report* – Applicable

2. Performance Reporting

Not Applicable

3. Special Reporting

Report Title: *Certification of Gifts/Pledges* (OMB No. 3136-0134) – This form is used to describe and certify the eligibility of third-party gifts for the release of Federal Matching Funds. The state or jurisdictional humanities council must maintain documentation that substantiates the amounts, sources, eligibility, and expenditure of the gifts certified.

Report Authority: Award Terms and Conditions on the Notice of Action

Reporting period/submission date/s: Due by September 15th, annually

Guidelines are available at: <https://www.neh.gov/grants/manage/matching-guidelines-general-support-grants-state-humanities-councils>

Report instructions are available at: <https://www.neh.gov/instructions-certification-giftspledges-form>

A blank copy of the report is available at:

https://www.neh.gov/sites/default/files/inline-files/gift-certification-form_0.pdf

Key Line Item –

1. *Total Amount Given-* This is a key line item because it represents the total amount of gifts raised by the state or jurisdictional state humanities council and/or its subrecipients (regrantees) that meet the criteria to be matched dollar-for-dollar with Federal Matching Funds, as determined by the state or jurisdictional state humanities council.

4. Special Reporting for Federal Funding Accountability and Transparency Act

See Part 3.L for audit guidance.