Call for Proposals:  
*Programming at Cultural Institutions*

The Lehigh Valley Engaged Humanities Consortium (LVEHC) seeks proposals that support cultural performances, readings, forums, dialogues and public art and writing projects affiliated with local cultural institutions (local museums, area public libraries, area dance troupes, etc). Cultural institutions, community organizations and individuals (artists, writers, educators, and other community members who want to forge a collaborative relationship with a cultural institution) are welcome to apply. 

Unless otherwise discussed, events and projects must occur in the fiscal year in which they are proposed.

Introduction to the LVEHC: 
Generously funded by a grant from the Andrew W. Mellon Foundation through June 2021, the Lehigh Valley Engaged Humanities Consortium (LVEHC) ([http://sites.lafayette.edu/lvehc/](http://sites.lafayette.edu/lvehc/)) fosters exploration of personal, historical, and community narratives that have emerged in the past half-century in the region using methods of the humanities and arts. The LVEHC is guided by a steering committee composed of representatives of a dozen Lehigh Valley academic and cultural institutions.

**LVEHC Main Themes:**
- The diversity of communities in the Lehigh Valley over the past 50 years.
- The changing nature of work in the Lehigh Valley over the past 50 years.
- The process of story-making in the Lehigh Valley over the past 50 years.
- The evolving landscape, environment, and sense of place in the Lehigh Valley over the past 50 years.

**Funding:**
- Funds will be distributed in two even allotments: one upon notification of award, and one upon completion of the post-award responsibilities.
- Funding must be distributed to a sponsoring institution who will manage the funds in conjunction with the awardee. If the awardee’s home or partner organization/institution is unable or unwilling to receive the grant funds, the awardee will be responsible for declaring the funds on their tax returns.
- Awardees will be responsible for retaining receipts related to grant expenditures.

**Application Process:**
- Submit a one- to two-page (250-500 words) proposal, accompanied by any relevant letters of support, to the Steering Committee co-directors via email at LVEEngagedHumanities@gmail.com, or by filling out the Proposal Submission Form online.
- Applications will be reviewed by the LVEHC steering committee; responses can be expected approximately three weeks after proposal submission.

**Proposals should contain:**
- Description of the proposed programming including proposed date or date range, venue, subject and audience.
- List of any collaborating organizations (including a brief letter of support from participating staff/faculty at collaborating organization);
- An overall budget of anticipated expenses 
- Anticipated impact on the proposed audience (students, community, etc.);
- Statement of how the proposed programming aligns with the LVEHC themes (see above).
Considerations:
- Proposals received from individuals (writers/artists/educators not affiliated with sponsoring institution) must provide a brief letter of support from the proposed sponsoring institution.
- Proposed programming that aligns with the LVEHC Themes (see above) will be prioritized for funding.
- Special consideration will be given to projects that enhance or connect with the activities of the Allentown Arts Museum, Easton Area Public Library, Karl Stirner Arts Trail, and/or Sigal Museum.
- If multiple proposals are received for programming on the same date, the steering committee may request that the date of event(s) be altered.

Post-award Responsibilities:
A minimum paragraph-long statement and a minimum of two images from the programming will be required within 30 days of the conclusion of the programming. This statement may be incorporated into a blog post that will be shared on the LVEHC website and will also be used in grant reporting.

Award Levels
There is limited funding for two large one-time performances or art exhibitions per year at $5,000 each. We will also fund multiple and educational activities such as school visits to exhibits or poetry readings at $500 each.

Deadlines:
$5,000 performances/events March 1st, November 1st
$500 educational events First of each month

LVEHC Mellon Grant Steering Committee:
Andrea Smith (smithal@lafayette.edu), Grant Co-Director, Lafayette College
Charlotte Nunes (nunesc@lafayette.edu), Grant Co-Director, Lafayette College
Allentown Art Museum
Cedar Crest College
DeSales University
Easton Area Public Library
Karl Stirner Arts Trail
Lehigh University
Lehigh Valley Association of Independent Colleges (LVAIC)
Lehigh Valley Research Consortium (LVRC)
Moravian College
Muhlenberg College
Northampton County Historical and Genealogical Society / Sigal Museum

LVEHC Mellon Grant Coordinator: Kate Pitts (pittsk@lafayette.edu)

* Calls for Proposals are subject to change. Please consult the website (http://sites.lafayette.edu/lvehc) for up to date guidelines and restrictions.
Allowable Expenditures and Funding Restrictions:

Allowable Expenditures:

- Stipends
  - Flat fee amounts granted to faculty, librarians, community partners, researchers and others
  - These amounts do not require budget breakdowns
- Technology
  - Rental or purchase of hardware such as photography and recording equipment
  - Purchase or licensing of software, cloud storage, etc.
- Honoraria for speakers, performers, and community partners
- Archival acquisitions, digitization costs, and other research-related expenses
- Books, films, licensing fees, art supplies and other expenses for classes and public events

Andrew W. Mellon foundation grants cannot be used for any of the following. Therefore, budgets submitted to LVEHC should not include these items:

- Food and catering expenses
- Venue rentals
- Projects in social sciences or STEM fields
  - However, proposals exploring humanities-related social sciences, and productive relationships between the arts and humanities and the natural and social sciences will be considered
- Endowment management fees
- One-off conferences
- Undergraduate travel, tuition, or financial aid

For further information on the Andrew W. Mellon Foundation’s grantmaking policies and guidelines, please visit: https://mellon.org/grants/grantmaking-policies-and-guidelines/grantmaking-policies/