

# Follow Up

 Public Profile

County of Baldwin -- Department of Archives and History

Process: Alabama Humanities Recovery Grants

Contact Info

Request

**Applicant:**

Ms. Felisha Willie Anderson  
fanderson@baldwincountyal.gov  
(251) 580-2572  
312 Courthouse Square Suite 26  
Bay Minette, AL 36507 United States

**Organization:**

Baldwin County Department of Archives and History  
[REDACTED]


(251) 580-2572  
312 Courthouse Square Suite 26  
Bay Minette, AL 36507 United States


Contact Email History



 If your organization information does not appear correct, please contact the funder. Thank you.

 Eligibility Application Follow Up FollowUp Packet Question List

 Due by 09/30/2021.

 Fields with an asterisk (\*) are required.

▼ Grant Agreement

**Grantee**

County of Baldwin -- Department of Archives and History

**Grantee DUNS Number**

[REDACTED]

**Project Name**

Baldwin County Department of Archives and History Recovery Grant

**Grant Number**

0721\_2719ARP

**Grant Award**

\$ 10,000.00

**Grant Period**

September 15, 2021–November 30, 2022

**Payment Schedule**

The Alabama Humanities Alliance will release all awarded funds upon receipt of the executed grant agreement.

---

The grantee hereby signifies its acceptance of a grant awarded by the Alabama Humanities Alliance (AHA) under the terms listed above and agrees to administer the grant in compliance with the following provisions:

**I. Acknowledgment of AHA Support**

A. All materials and program activities promoting or resulting from the grant project must reference support from AHA and the National Endowment for the Humanities (NEH). Grantees must also acknowledge AHA and NEH as donors in their current fiscal year in printed and electronic materials, including advertisements and publicity materials, when applicable.

B. The following statements must appear in all program materials and activities, including press releases, websites, advertising, printed materials, and credit lines:

- "This project is supported by the Alabama Humanities Alliance, a state affiliate of the National Endowment for the Humanities."
- "Any views, findings, conclusions or recommendations expressed in this [Choose one: (publication) (program) (exhibition) (website) (podcast) (documentary)] do not necessarily represent those of the Alabama Humanities Alliance or the National Endowment for the Humanities."

C. If the grantee and AHA are the primary funding sources of a program, AHA should be named as the project's co-sponsor in equal prominence with the grantee in all materials and activities.

D. Grantee must adhere to brand guidelines provided by AHA and NEH when using logos or seals. Logos, guidelines, and other marketing materials can be downloaded directly from AHA's website.

E. Grantee will send event dates, press releases, graphics, website links, and social media handles and hashtags to AHA as soon as possible to allow AHA to share with its followers and assist the grantee in promoting all events and projects.

F. Grantee will include copies of all publicity materials connected with the project in the final grant report.

**II. Use of Grant Funds**



A. Grantee must only expend awarded funds for project purposes and activities as set forth in the approved application.

B. Grantee must expend all awarded funds between March 15, 2021, and November 30, 2022.

C. Grantee may not expend awarded funding on any of the following types of activities:

- Fundraising
- Indirect costs
- Overlapping project costs with any other pending or approved application(s) for federal funding or approved federal awards
- Funds for activities supported by other non-NEH federal funds
- Competitive regranting
- Cancellation costs
- Equipment costs in excess of 20% of total project costs
- Travel (both foreign and domestic)
- Construction, purchase of real property, major alteration, and renovation
- Environmental sustainability
- Collections acquisition
- The preservation, organization, or description of materials that are not regularly accessible for research, education, or public programming
- Promotion of a particular political, religious, or ideological point of view
- Advocacy of a particular program of social or political action
- Support of specific public policies or legislation or lobbying
- Research & Development (R&D)
- Other unallowable expenses as defined in 2 CFR 200 Subpart E - Cost Principles

D. Grantee may not expend awarded funding to support projects or programs that fall outside of the humanities and the humanistic social sciences as defined by the National Endowment for the Humanities (including the creation or performance of art; creative writing, autobiographies, memoirs, and creative nonfiction; and quantitative social science research or policy studies)

E. Grantee must submit significant changes to the project or budget for approval to AHA at least 30 days prior to the end of the grant period. Significant changes include modifications to the project purpose, activities, or personnel as outlined in the approved application.

F. Any expenses funded by AHA that are subsequently found under audit to be disallowable shall be refunded to AHA. Likewise, AHA has a reversionary interest in all funds, or property acquired with funds, which are determined to have been improperly applied.

G. AHA reserves the right to use and reproduce any printed or visual materials arising out of grants activities, including copyrighted material, without payment.

### **III. Grant Accounting, Records, and Reports**

A. Grantee must maintain records and accounts consistent with generally accepted accounting principles and provide for such fiscal control as is necessary to assure proper disbursement and accounting of project grant funds. AHA, its designated representatives, or any applicable agency of the United States government may

make an audit at any time.

B. Grantee must maintain records and accounts for this project for a period of not less than three years after acceptance of its final grant report.

C. If the grantee expends \$300,000 or more annually in federal funds, the grantee must submit to AHA a copy of their letter of compliance for that year—if there are no findings in their OMB Circular A-133 audit—or a copy of the auditor's findings.

D. Grantee must submit a final report to AHA within 90 days of the termination of the grant period. The final report will be assigned to the grantee through AHA's online grant management system and will include the following:

- A summary of how AHA grant funds were spent
- A statement summarizing the impact the grant made on the organization
- Affirmation that the organization did not seek or receive additional federal funds for the same expenditures incurred in connection with this grant
- Affirmation that the organization did not use grant funds for unallowable costs

#### **IV. Agreement Modifications and Termination**

A. No person other than the executive director of AHA is authorized to modify any of the terms of this agreement, including the scope of performance and the cost limitations herein. AHA shall not be liable for any costs incurred by the grantee that do not conform with the terms of this agreement.

B. If AHA finds that a grantee is not complying with the terms and conditions of the grant agreement, or has diverted grant funds for purposes other than those for which they were awarded or paid, AHA shall make no further payments or grants to the grantee until the failure to comply or the disallowed diversion has been corrected. If compliance or correction is impossible, the grantee shall repay, or arrange for repayment, the funds that have been improperly diverted or expended.

Such termination shall not affect any commitment which has become firm prior to the effective date of the termination. The grantee agrees to furnish AHA, within 30 days after the date of termination, an itemized accounting of funds expended, obligated, and remaining under the grant and to remit any remaining grant funds at that time.

#### **V. Federal Compliance**

A. AHA, a pass-through entity, will provide funding to the grantee, or subrecipient, as a subaward of federal funding provided by the National Endowment for the Humanities to AHA with the Federal Award Identification Number (FAIN) ZSO-283123-21. The federal award date is 06/08/2021 and the total amount of the federal award is \$897,985.00.

B. The Catalog of Federal Domestic Assistance (CFDA) program title for the federal award is 45.129 Promotion of the Humanities Federal/State Partnership.

C. The awarding official for the federal award is Richard Brundage, director of the Office of Grant



Management at the National Endowment for the Humanities. He may be contacted at rbrundage@neh.gov, (202) 606-8204, or 400 7th Street SW. Washington, DC 20506.

D. It is mutually agreed that both parties shall comply with applicable requirements of Title VI of the Civil Rights Act of 1965, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

This grant is conditional upon the grantee's acceptance of the terms and conditions set forth herein. By selecting the "I Accept Grant Terms and Conditions" below, the grantee agrees to accept and comply with the above provisions.

☐ I Accept Grant Terms and Conditions

## AUTHORIZED SIGNATURE

By typing in your name, title, and date in the spaces below, you confirm that you are authorized to make legal contracts for the grantee and that you agree to enter into this agreement by electronic means.

### Project Director

The project director is responsible for managing the grant project and submitting all required documents and reports.

Name\*

Title\*

Date\*

Email Address\*

### Financial Officer

The Financial Officer, in consultation with the Project Director, oversees all record-keeping and accounting for the grant funds and is responsible for producing the financial portion of the final report.

Name\*

Title\*

Date\*



Email Address\*



Executed for the Alabama Humanities Alliance by Chuck Holmes, Executive Director



## Payment Information

Mailing Address\*

Enter the mailing address AHA should use when sending checks.

250 characters left of 250

### ✓ Grant Information

As a federal pass-through entity, the Alabama Humanities Alliance (AHA) is required to report on all activities conducted each year, including activities conducted for AHA-funded grant projects. The following section is designed to capture the data required from grantees for AHA reporting to the National Endowment for the Humanities.




**Please only report on project activities funded by your Alabama Humanities Recovery Grant.**

Grantee Website\*

Enter the URL for your organization's primary website.

Grantee Mission Statement\*

Provide your organization's mission statement.

B i U   

✓ 500 characters left of 500

ⓘ Grantee Mission Statement is Required

### Primary Organization Type\*

Select the category from the list below that best describes your organization. If you select "Other," describe in the text box below.

Other

### Secondary Organization Type\*

Select a second category from the list below that best describes your organization. If you select "Other," describe in the text box below. Organizations without a secondary institution type may select "Not Applicable."

Other

### Primary Funding Usage\*

Select the category from the list below that best describes how your organization will use funding from your Alabama Humanities Recovery Grant. If you select "Other," describe in the text box below.

Other

### Secondary Funding Usage\*

Select the category from the list below that best describes how your organization will use funding from your Alabama Humanities Recovery Grant. If you select "Other," describe in the text box below. Organizations without a secondary funding usage may select "Not Applicable."

**Other****Anticipated Jobs Created\***

Enter the total number of jobs your organization intends to create with funding from your Alabama Humanities Recovery Grant.

**Anticipated Jobs Preserved or Sustained\***

Enter the total number of jobs your organization intends to create with funding from your Alabama Humanities Recovery Grant.

**i** Due by 09/30/2021.

Save Follow UpSubmit Follow Up