

# October 2025 - Fast Track Literary Grant Deadline

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*South Carolina Humanities*

## *Basic Project Information*

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**This is a special Fast Track Literary Grant deadline on October 15, 2025 for programs that start after November 15, 2025. The maximum request for a grant for this deadline is \$2,500.**

The Fast Track Literary Grant opportunity is supported by the South Carolina Arts Commission, which receives support from the National Endowment for the Arts. The mission of the South Carolina Arts Commission is to promote equitable access to the arts and support the cultivation of creativity in South Carolina. For more information, visit [www.SouthCarolinaArts.com](http://www.SouthCarolinaArts.com).

SC Humanities' Fast Track Literary Grants are intended to support new or existing public literary programs such as (but not limited to) writers series, book festivals, conferences, or writers' residencies at schools. They DO NOT support expenses associated with researching, writing, or publishing a book. According to the National Endowment for the Humanities and National Endowment for the Arts, creative writing falls under the arts and is not eligible for funding.

### **Must Read:**

*Applicant institutions must not function solely as fiscal agents or fiscal sponsors. The organization profile for the applicant institution must include a detailed description of substantive contributions to the project; fiscal sponsorship activities alone (proposal submissions, reporting, fulfillment of contractual obligations, maintaining IRS status, etc.) are insufficient.*

### **Project Title\***

Name of Project.

*Character Limit: 100*

### **Admin only (visibility) Staff recommendation question context instruction/notes**

- Have this internal field is a best practice when just 1 or two people need to provide a recommendation.
- It is extra work to assign an evaluation form just for one person to complete.

- Evaluation form are great when you need 3-10 personal to provide feedback/reviews/evaluations. Each has their own form to complete, the evaluation form.

**After completing the recommendation**

1. mark the application complete
2. assign evaluators
3. send "Batch evaluation assigned email"
4. celebrate.

**Staff Notes/Recommendations (internal only)\***

*Character Limit: 5000*

**Grant Period Start Date (Application)\***

The grant period is the period of time during which the project will take place and grant funds and cost-share funds will be expended.

The grant period cannot start any earlier than the 15th of the month following the deadline for which you apply.

For example, for this October 15 deadline, your grant period cannot start any earlier than November 15.

*Character Limit: 10*

**Grant Period End Date (Application)\***

The grant period is the period of time during which the project will take place and grant funds and cost-share funds will be expended.

The grant period should end within 18 months of submission. 12 months is preferred.

*Character Limit: 10*

**Primary Program Type\*****Choices**

Exhibit  
Lecture  
Festival  
Conference  
Documentary  
Oral History  
Book/Film discussion  
Other

**Secondary Program Type (if applicable)****Choices**

Exhibit  
Lecture  
Festival  
Conference  
Documentary  
Oral History  
Book/Film discussion  
Other

## Primary Humanities Discipline\*

### Choices

history  
literature  
folklore  
philosophy  
comparative religion  
archaeology  
African American studies  
Southern studies  
linguistics  
ethics  
jurisprudence  
political science  
anthropology  
international studies  
art theory/art history/art criticism  
women's studies

## Federal Congressional District\*

You can confirm your Congressional District using the "Find Your Legislators" feature on <https://www.scstatehouse.gov/>.

### Choices

SC-1  
SC-2  
SC-3  
SC-4  
SC-5  
SC-6  
SC-7

## State Senatorial District\*

You can confirm your State Senatorial District using the "Find Your Legislators" feature on <https://www.scstatehouse.gov/>.

*Character Limit: 3*

**State Representative District\***

You can confirm your State Representative District using the "Find Your Legislators" feature on <https://www.scstatehouse.gov/>.

*Character Limit: 3*

**Congressional District Confirmation\***

We need you to confirm your correct Congressional District information because it changes periodically.

Did you confirm using the link in previous questions above?

**Choices**

Yes

No

**Has SC Humanities funded this project previously?\***

This question is specifically asking about the project/event for which you are currently seeking funding. Other grants made to your organization for different projects, events, or programs would not be listed here.

**Choices**

Yes

No

## *Previous Funding*

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**Amount of Previous Grant Award\***

*Character Limit: 20*

**Date of Previous Grant Award\***

*Character Limit: 10*

## *Project Personnel*

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**Project Director Name\***

The person responsible for the overall management of the project, for serving as the liaison to SC Humanities, and for preparing and submitting the final narrative evaluation.

*Character Limit: 50*

**Project Director Email\***

*Character Limit: 254*

**Project Director Phone Number (###-###-####)\****Character Limit: 12***Fiscal Officer Name\***

The person responsible for the receipt / handling of funds, the maintaining of financial records and the completion of the final financial report. He/she must maintain contact with the project director. **The fiscal agent cannot act also as the project director.**

*Character Limit: 50***Fiscal Officer Email\****Character Limit: 254***Fiscal Officer Phone Number (###-###-####)\****Character Limit: 12***Name of person in charge of communication about or publicity of this project\****Character Limit: 50***Email of person in charge of communication about or publicity of this project\****Character Limit: 254*

## *Risk Assessment Information*

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**Risk Assessment Information**

Please answer the following questions to the best of your ability. Not all questions may pertain to your organization. Your application will not be disqualified if you cannot completely fill out this section of the application. If you have questions, please contact SC Humanities staff at 803-771-2477.

**Please list all SC Humanities grants received by the organization within the past two years.**

Include all SC Humanities Major, Mini, Planning, Fast Track Literary, or Accessibility and Inclusion Grants received by the Sponsoring Organization.

*Character Limit: 2000***Number of Full-Time Employees\****Character Limit: 10***Number of Part-Time Employees\****Character Limit: 10*

**How many staff members left the organization during the prior calendar/fiscal year?\****Character Limit: 10*

For the following key project personnel, please indicate how many years the staff member has been with the organization:

**Executive Director (Years with Organization)***Character Limit: 3***Project Director (Years with Organization)***Character Limit: 3***Fiscal Officer (Years with Organization)***Character Limit: 3***For your Board of Trustees/Directors, how many are voting members?***Character Limit: 3***Of the voting members, how many are independent?***Character Limit: 3***Disclosure of Key Relationships\***

Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?

**Choices**

Yes

No

Does someone other than the person responsible for reconciling back accounts:

**Make deposits?****Choices**

Yes

No

**Make withdrawals?****Choices**

Yes

No

**Sign checks?****Choices**

Yes

No

**Does the org. engage an independent accounting firm to perform an annual financial statement audit?\***

**Choices**

Yes

No

**Please indicate if the organization has the following written policies in place:**

**Code of Ethics Policy?\***

**Choices**

Yes

No

**Conflict of Interest Policy\***

**Choices**

Yes

No

**Whistleblower Policy\***

**Choices**

Yes

No

**Document Retention and Destruction Policy\***

**Choices**

Yes

No

**Executive Compensation Policy\***

**Choices**

Yes

No

**Accounting Policies and Procedures Manual\***

**Choices**

Yes

No

**Written Internal Controls\***

**Choices**

Yes

No

Does the organization generally receive more than \$750,000 in federal funding?\*

Choices

Yes

No

### *Audit Questions*

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Have you changed auditors in the last twelve months?\*

Choices

Yes

No

Has an auditor issued a “going concern” opinion for your financial statements in the past 12 months?\*

Choices

Yes

No

### *Federal Funding Questions*

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Type of auditors report issued:

Choices

Unmodified

Modified

Did you qualify as a low-risk auditee?

Choices

Yes

No

### **Internal control**

Were any material weaknesses or significant deficiencies in internal control over financial reporting and/or federal awards identified?

Choices

Yes

No

Were there any financial statement findings?

Choices

Yes

No



## Were there any findings and questioned costs arising from your Major Federal Awards Program Audit?

### Choices

Yes

No

## Narrative Questions

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### What? (Project Description)\*

Briefly describe the literary project, highlighting the project's goal or purpose; subject matter or theme; role of the humanities; intended audience; and major formats.

*Character Limit: 5000*

### Who? (Project Personnel)\*

Please list the main project personnel and describe their role(s) in the project.

An essential component on any SC Humanities grant is the active participation of a humanities scholar whose role is to encourage dialogue, analysis, and critical thinking. In Fast Track Literary Grants, the humanities scholar is often an author.

*Character Limit: 3000*

### Why?\*

Outline why you believe your project is important.

*Character Limit: 6000*

### Where?\*

Where will your project take place and what audiences will it serve?

*Character Limit: 3000*

### When?\*

List your anticipated timeline, including planning and program dates.

*Character Limit: 4000*

### Partnerships\*

List community organizations that will partner with your sponsoring organization on the planning and implementation of the literary project. Include information about the role of each partnering organization in the project. Strong community collaborations will increase the application's competitive advantage.

*Character Limit: 4000*

### How will you promote the project?\*

Offer detailed plans for promotion / publicity and estimate the size of the direct audience expected to be touched by your project.

NOTE: Please address how you will promote the role of SC Humanities as a funding source for the project.

*Character Limit: 4000*

### How will you evaluate and document the project?\*

Describe the methods to be used to evaluate the effectiveness of the literary project in relation to its stated goals and objectives.

*Character Limit: 4000*

## Budget

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### Amount Requested (Budget Section)\*

The maximum amount that can be requested for a Fast Track Literary Grant for this deadline is **\$2,500**.

*Character Limit: 20*

### Cash Cost-share\*

SC Humanities requires a 1:1 cost-share, which can be split between cash and in-kind.

**Cash cost-share** is the budgeted or 'on-hand' amount of real dollars either raised or contributed towards the project.

*Character Limit: 20*

### In-Kind Cost-Share\*

SC Humanities requires a 1:1 cost-share, which can be split between cash and in-kind.

The **in-kind cost-share** is the amount of value *donated* towards ensuring the project's success. Typically, this is in the form of volunteer hours, donation of services, space, or materials or a donation of honoraria.

*Character Limit: 20*

### Will an admission or registration fee be charged for your event or program?\*

SC Humanities funded programs should aspire to be free and open to the public, however, if a registration fee is necessary, this should be modest, and the intended use should be explained in the Budget Breakdown section. Intended income from registration fees should be listed as "Cash Cost-Share".

### Choices

Yes

No

**If yes, please indicate how much the admission/registration fee will be per person:**

*Character Limit: 20*

**Please list any other financial sponsors of this program/event.\***

Other financial sponsors could include private donors, corporate sponsors, government grants, etc. Please list all other financial sponsors, the amount of funding they are contributing, and whether that funding is confirmed or pending.

*Character Limit: 2000*

### **Budget Summary\***

1. Download the [Budget Summary Form spreadsheet](#).
2. Use of **this** budget spreadsheet file is **required**. PDFs, Word documents, QuickBooks reports, or other formats will not be accepted.
3. Open the spreadsheet. Read the "Instructions" tab and follow the instructions to complete and save your budget file.
4. Click the "Upload a file" button to upload your completed spreadsheet.

*File Size Limit: 1 MB*

### **Budget Breakdown\***

Describe how you arrived at the figures in the Budget Summary Form. Requested line item amounts should be explained in as much detail as possible.

Example 1: If you are requesting \$2,000 for Honoraria, explain who will receive it: are 4 people receiving \$500, or is one person receiving \$2,000? Etc.

Example 2: If you are requesting \$500 for Transportation, give the approximate mileage for the trip(s) being taken and explain who will be traveling.

*Character Limit: 3000*

## **Attachments**

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### **Attachments**

Your proposal should include relevant project materials such as letters that confirm scholar participation, letters of support from partners or community members, resumes/CVs of key project personnel, and/ or copies of sample materials, examples of film work, past promotional efforts, etc.

Letters of support should clearly describe the benefits the project will offer your community and the writer should be involved in / supportive of the endeavor.

## Media links

Because media files can be very large we ask that you provide links to them.

### Example:

1. [www.youtube.com/qo423fyo9yegradfjghadfgkj](http://www.youtube.com/qo423fyo9yegradfjghadfgkj)
2. [www.yourwebsite.com/oqju3q498ty932gfh](http://www.yourwebsite.com/oqju3q498ty932gfh)

*Character Limit: 2000*

## Attachment 1

*File Size Limit: 5 MB*

## Attachment 2

*File Size Limit: 5 MB*

## Attachment 3

*File Size Limit: 5 MB*

## Attachment 4

*File Size Limit: 5 MB*

## Attachment 5

*File Size Limit: 5 MB*

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# Certifications

By submitting this application, I **certify that the applicant organization is not excluded or disqualified (suspended or debarred)** in accordance with 2 CFR § 180.300.

Furthermore, I **certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate.** I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.