

**ARIZONA HUMANITIES COUNCIL
LITERATURE & MEDICINE® 2011-2012 GRANT APPLICATION**

Program Structure and Delivery

- Groups of up to 20 health care professionals meet once a month for six months.
- The groups are intentionally diverse, and everyone involved in patient care, from providers to staff, is invited to participate.
- Participants are expected to attend every session.
- Everyone goes by first names, and all have an equal voice.
- Unlike a book club, the program's readings focus on health-care related issues, either directly or obliquely, and the discussion sessions facilitated.
- A 3-person team develops the program syllabus for each site, including an Arizona Humanities Council staff person, a hospital liaison, and a facilitator.
- Generally, the program is free to participants OR it may have minimal or sliding scale fees so that no one is precluded from participating because of cost.
- The outside scholar facilitators are selected by AHC in consultation with the host facility.

Role of the Arizona Humanities Council (AHC)

The Arizona Humanities Council provides:

- A program brochure and poster to help site liaisons market the program to their colleagues.
- A manual for organizing the program.
- A trained facilitator.
- Administrative support and program evaluation.
- A grant of **\$2,500** to be used toward the facilitator's stipend/travel reimbursements and books/media expenses for the group.

Role of the hospital

The hospital must:

- designate a "liaison" at the health care facility to work closely with AHC staff and facilitator.
- attract the minimum participants (at least 10) for the program. The *Literature & Medicine*® group will be open to ALL health care professionals within the health care facility and host community subject to limitations.
- a program meeting space.
- provide a meal or snack for the participants at each session, and
- provide any remaining books/media costs for each session.
- advertize the program within the hospital, assist with the final evaluation, and share any publicity of the program with AHC.
- cover the balance of costs of the program after the \$1,500 grant. Program costs include:
 - facilitator's honorarium (\$200/session)
 - facilitator's travel (\$.50/mile)

4. AUDIENCE

Please respond on separate page up to 500 words, typed and double-spaced

Describe you intended audience for your program(s), and your marketing plans. List the date, time, location, and contact phone number for all planned programs.

5. HUMANITIES SCHOLAR/FACILITATOR

Name/Title:

Organization/Institution:

City/State/Zip:

Academic Degrees, Disciplines:

Fields of Study:

Phone:

Fax :

E-mail:

(If more than one humanities scholar/facilitator, please use additional page)

Please respond on separate page up to 500 words, typed and double-spaced

Describe how the humanities scholar(s) is involved in the planning and implementation of your *Literature & Medicine*® program.

6. SYLLABUS

Please provide the program syllabus below:

Program Date: Title/Media:

Program Date: Title/Media:

Program Date: Title/Media:

Program Date: Title/Media:

Program Date: Title/Media:

Program Date: Title/Media:

6. EVALUATION

How will you know if the project achieved its goals? What measurable outcomes and strategies will you use to measure the project’s success?

8. CERTIFICATIONS/SIGNATURES

I certify that all the information given in this application is true. I understand that AHC grant awards are federal funds, and if awarded, the project will be subject to the certifications and requirements below:

Certification Regarding Nondiscrimination Statutes:

- 1) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance;
- 2) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance;
- 3) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681 et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and
- 4) Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (45 CFR 1169):

- 1) The applicant, by submission of this proposal, certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- 2) Where the applicant is unable to certify to any of the statements in the certification, such prospective participant shall attach an explanation to this proposal.

NEH Code of Ethics for Projects Related to Native Americans: Grantees have the responsibility of ensuring that researchers and scholars working on projects related to American Indians, Aleut, Eskimo or Native Hawaiian peoples adhere to the NEH Code of Ethics, which conforms to the principles of Public Law 95-561 (the Indian Religious Freedom Act), Public Law 96-515 (the National Historic Preservation Act amendments of 1980), and other relevant public laws governing relations with native peoples of North America. For a copy of the code, please contact AHC.

ADA Compliance: NEH and the state humanities councils are working to ensure that their spaces, programs, and other activities are accessible to all members of the public. In compliance with the terms of the Americans with Disabilities Act of 1990, recipients of AHC grants need to ensure that disabled persons are not subjected to discrimination in the form of architectural, transportation and communication barriers. AHC also suggests that grant recipients include language in their publicity and on registration forms asking if any accommodation is needed because of disability, and that large-print versions of handouts and/or tapes of programs be made available when feasible.

Please sign and print names in ink. Substitute signatures will not be accepted.

Hospital Liaison's signature

Date

Authorizing Official's signature

Date