

BUDGET FORM

Restrictions:

RICH does NOT fund: creation of art or performances in the arts; permanent staffing expenses, salaries and benefits, institutional overhead or indirect costs; equipment purchases; archival acquisitions; construction or restoration; direct social or political action (examples include but are not limited to counseling, legal or medical services, economic development activities, lobbying); foreign, non-economy, or extensive domestic travel; academic fees, courses, degree-related expenses; academic research, fellowships, scholarships, or stipends; book publication; fundraising or for-profit endeavors; food or beverages.

Honoraria: You may ask RICH to contribute funds towards honoraria for scholars; the amount depends on the scholar's level of involvement and normally ranges from \$100 to \$300. Projects that engage scholars in a much deeper role, similar to having a scholar-in-residence, may apply for more than \$300. RICH encourages organizations and scholars to collaborate closely when provided with sufficiently detailed description of the collaboration.

Mileage: .30/mile

Travel: economy fares only

Accommodation: RICH contribution not to exceed \$150/day

Publicity: At least 15% of the amount requested from RICH must be allocated to publicity, with exceptions allowed for projects that do not include a public event.

Cost-Share Requirement: Rhode Island Council for the Humanities can contribute only part of the funds needed to carry out projects. Therefore, the Council requires cost sharing of non-profit applicants. Individual applicants are exempt from this requirement. Cost sharing consists of the cash contributions made to the project by the applicant and third parties as well as third party in-kind contributions, such as donated services, space, and goods. The total cost sharing must at least equal the total funds requested from the Council, minus any federal funds contributed. The total amount of federal funds, if any, in the cost-share column of the budget must be noted. The overall project budget should represent all contributions needed in order for the project to take place.