



Mission Statement: The North Carolina Humanities Council serves as an advocate for lifelong learning and thoughtful dialogue about all facets of human life. We facilitate the exploration and celebration of the many voices and stories of North Carolina's cultures and heritage.

Through the Road Scholars program the Council advances our mission of lifelong learning by providing educational humanities lectures for adults (18+) and seniors (65+) in communities across our state which promote intellectual stimulation and exposure to new ideas.

Road Scholars Program Eligibility

- **Eligibility**
 - This program is only open to applicant organizations who are non-profit, serve adults (18+) and are planning a public program.
 - Applications to host a Road Scholar event must be received by the Council **at least 60 days prior to the event.**
 - All applications are subject to Council approval and availability of funds.
 - Submission of an application does not guarantee approval. Incomplete applications will not be reviewed.

Road Scholars Program Guidelines

Please note: Applicants requesting Road Scholar funding are required to follow the guidelines listed below in addition to conditions outlined in their Award Agreement. Applicants and/or host sites that do not follow one or more of the guidelines will receive a cautionary notice from the Council upon the first instance of occurrence. Repeated instances may impact current or future funding eligibility.

- **Applying**
 - Applications are for a funding request only. Prospective applicants must connect with the scholar prior to applying to select a date and time for the intended event.
- **Working with the Scholar**
 - Host sites are expected to communicate their organization's expectations for the presentation with the scholar before the event takes place.
 - Host sites are expected to send the Scholar Confirmation form to the scholar immediately upon approval.
 - Host sites are expected to provide scholar travel assistance if requested. This should be discussed with the scholar and agreed to prior to applying for a Road Scholar funding request.
- **Event Access and Set Up**

- The event must be presented as **free of charge, open and accessible to the public, non-discriminatory and to an adult audience.**
 - Requiring audiences to purchase tickets to the program, offering the program to “members only,” and using the Road Scholar program as a fundraiser make the funding request ineligible.
 - An exception to this requirement may be granted to senior adult residential facilities due to safety concerns, as long as the program remains open to the entire community.
 - Host sites are expected to set up for the Road Scholars event to include the equipment required by the scholar. Equipment should be tested prior to the scholar’s arrival and the project director should complete a walkthrough with the scholar prior to the event to confirm equipment is functioning.
- **Communicating with the Council**
 - Host sites are required to notify the Council and scholar of any date or location changes, or the cancellation of a program immediately.
 - Host sites are required to notify the Council of significant changes (Change of project director) within 3 business days.
 - Host sites are required to notify the Council of any scholar or participant issues immediately so that we can be responsive to the situation.
- **During the Event**
 - Host sites are expected to ensure that the program stays within the allotted time format (45 min-1 hour for presentation and 15-30 minutes for audience discussion).
 - Host sites are expected to collect audience responses using the evaluation materials provided by the Council in the Pre-Event Checklist.
 - Host sites are expected to promote the Road Scholar event according to [Council Publicity Guidelines](#)
 - The North Carolina Humanities Council required publicity language is: *"This presentation is made possible through funding from the North Carolina Humanities Council. The North Carolina Humanities Council is a nonprofit foundation and a state affiliate of the National Endowment for the Humanities."*
- **Final Reporting**
 - Host sites are expected to submit all required electronic forms by the due date assigned in the online application system.
 - The three follow up forms, the Award Agreement, the Pre-Event Checklist, and the Final Report, are accessible through the applicant’s online [Applicant Dashboard](#) (login link also available on www.nchumanities.org homepage).
 - Host sites are expected to submit samples of publicity material generated for the event (i.e. program flyers, newspaper articles, etc.) on the Final Report.
 - Host sites are expected to provide a 1:1 matching of Council funds and document this cost share using the Budget Form provided by the Council in the Final Report.
 - Please see the “[Budget FAQs](#)” sheet for a detailed explanation and sample budget.
 - Host sites are expected to ensure that any donations made to the Council at the event are sent directly to the North Carolina Humanities Council after the event.