



COVID-19 Response Grantee
Communications Exchanges

July 20, 2020

Dear NJCH COVID-19 Response Grantee,

First and foremost, I'd like to again say thank you for your work in the public humanities. We all benefit from the breadth and depth of the cultural infrastructure that exists because of your work, which enriches the lives of the residents of New Jersey.

As Gigi shared with you in the guidelines for acknowledgment, publicity, and reporting, we intend to check in at several points over the grant period to stay connected. The purpose of this is to develop as clear an understanding as possible of the ongoing impact of the pandemic across the nonprofit landscape and to be able to report on the impact of this funding.

We developed a plan that involves 5 exchanges to help us capture, document, and share the impact of this funding (in particular, while the grant is in process) with audiences, especially those that support the public humanities. This model was designed to produce brief, insightful updates about our grantees without being overly burdensome. Each activity is designed to take *15 minutes or less* (we promise). Please designate one contact to manage these exchanges for your organization.

Exchange #1

Call Angela for brief communications conversation

A brief phone call will allow us to talk about outreach and advocacy items regarding the NJCH COVID-19 Response Grants. There are no materials or prep efforts needed for this call.

Please complete this Doodle poll to sign up for your call time slot.

<https://doodle.com/poll/hqnd6s3qwi2ume5v>

There are many open slots to choose from between July 22nd and 31st. Please consider whatever time you select as confirmed. Grantees, please call me at your designated time at 609.695.4838, ext. 230.

Exchange #2, #3, & #4

Please add the following dates to your calendar for monthly check-ins:

August 3rd

September 1st

October 1st

On each of those days, please email a 1-3 sentence answer to ONE of the status questions (see below). Any response that exceeds three sentences will be returned to the organization with a request for editing (we're serious about keeping this short ☺).

Status Questions

Please only respond to one question. Answers must be three sentences or less.

1. How have you remained connected to your audiences during the pandemic? Describe your adaptability.

2. What have you learned about your organization during the pandemic? Describe your reflection.
3. What strength or weakness of your organization has emerged over the past few months? Why is it significant?
4. What continues to emerge as the most pressing issue(s) likely to be discussed in future planning efforts? Share what has contributed to this pattern.
5. Share a summary of an anecdote that has been particularly meaningful during the pandemic.

Please indicate if you prefer your responses remain confidential and not be shared with any elected officials or community members. Responses should be emailed to aspeakman@njhumanities.org. Please put your organization name or acronym in the subject line with the month and the word RESPONSE (ex/NJCH August RESPONSE).

A reminder will be sent on the mornings of 8/3, 9/1, and 10/1 containing the prompts and the email address.

Exchange #5

Participate in impact video

August 31, 2020

Over the next couple of months, we will be creating a short video about our grantees. Telling the stories of our partner organizations and the amazing work they do in their own voices will be central to that work. We would like to ask our COVID-19 Response grantees to submit a video recording of a single sentence to represent the reach and impact of your organization.

More information will be sent out to organizations in early August. Each video clip (to be shot on a smart phone and uploaded to a shared drive by each participating organization; no videography skills or special equipment required!) will be less than 15 seconds in length and will be a single response sentence to a selection of prompts. These prompts will be sent out by NJCH to all interested organizations along with the specific technical requirements. The deadline for this one sentence, 15 second video clips is August 31, 2020. We are so excited to be able to highlight your work as a part of the cultural richness of New Jersey.

As always, if you have any questions, please feel free to contact me.

Angela

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