



## *2024 Grantee's Responsibilities*

This is a direct grant in support of the project as presented in your proposal submitted in 2024. It is supported by private funds from the Nebraska State Historical Society Foundation. We welcome your questions and comments; please email them to Sue Quambusch at [squambusch@nshsf.org](mailto:squambusch@nshsf.org).

There are no matching requirements and only some simple conditions as follows:

- The funds are to be used only for the project you have submitted.
- This grant is to be expended within twelve (12) months of the date of this letter.
- Please keep receipts and records of the expenditure of the funds and be prepared to submit those in a final report as outlined below.
- Please credit “The Nebraska State Historical Society Foundation,” for your project. For example, “Supported in part by a grant from The Nebraska State Historical Society Foundation.” Please include this credit in:
  - All press and media releases about the project.
  - In your newsletter and similar publications.
  - On your website.
  - Signage: if your project entails an exhibit or is a project involving physical changes to your facilities.
  - In a verbal announcement at any public gathering which the grant supports, such as a members’ meeting, public exhibit opening, etc.
- Please submit a final report to the Foundation by June 30, 2025. Your report must include the following information:
  - Name of your organization.
  - Contact person’s mailing and email addresses.
  - Description of the work supported by the grant. Include any innovative or noteworthy efforts.
  - Name of partnering organizations that collaborated on your project.
  - Copies of receipts or accounting records for the expenditure of the grant fund.
  - Photographs of work in progress and of the final project. This can even show your work area, equipment purchased, people involved, kick-off events, etc. Please allow us to use these in social media and other publicity. When applicable, please include any press clippings, newsletters, media releases, or links to websites, etc. about your project.
  - A short statement describing how this grant benefitted your organization and its mission.
  - Suggestions or comments for future grants.
  - Failure to submit a final report will make you ineligible for future funding.

**THANK YOU FOR PARTICIPATING.  
YOUR PROJECT PRESERVES NEBRASKA HISTORY.**