



2012 Guidelines for Book Discussion Projects

Before Applying for a Grant

Please contact KHC staff early on if you are considering applying for the development of a book discussion series. It is possible that KHC might want to include your new series idea in the existing Talk About Literature in Kansas program, a statewide book discussion program. This decision could impact how you write your grant.

Applicants may request support for a book discussion series through either the Mini Grant or Major Grant category:

- If the program will occur at a single site, request a Mini Grant (up to \$3,500).
- If the program is to be repeated at multiple sites, or is part of a larger series of activities including lectures, exhibits, and other program formats, request a Major Grant (over \$3,500).

It is very unlikely that KHC will fund any book discussion series or individual book titles that are already included in the existing Talk About Literature in Kansas (TALK) book discussion program. Please review the list of existing TALK series and titles at www.kansashumanities.org.

To Include in your Grant Proposal

These Book Discussion Guidelines are a supplement to the Humanities grant guidelines. In preparing a grant application:

- Follow the deadlines and instructions for a Humanities Grant.
 - Be sure to include the answers to the four questions below. If you run out of room in the application itself, be sure to include an attachment with your answers so that these important questions are addressed.
1. A brief **description of the theme** and why it was chosen.
 2. A brief description about the **titles selected**. Include an explanation as to why each book was selected and how each book serves to generate discussion of the theme.
 3. A **schedule of events that includes the date, title of book to be discussed, and the name of the discussion leader**. Intervals of at least two to four weeks should be allowed between discussion meetings to make sure participants have time to read the books.
 4. Plans for creating some type of brochure that will offer an examination of the theme and summarize each of the titles.

Recommendations for Selecting Book Titles

1. A series should ideally include titles that offer multiple perspectives on a central theme. A series usually includes three or four titles.
2. Novels are the most popular for book discussion series, although successful nonfiction series have been developed. Collections of short stories, plays, and poetry have been less successful.
3. Successful series include books that are varied. Participation tends to decline if every book is extremely challenging or extremely easy.

Purchasing Books

KHC is often able to order books at discount rates so be sure to consult with KHC to ensure you are receiving the best prices. Paperbacks are preferred over hard cover.

Grant funds can be used to purchase up to 7 copies of each book (1 copy of each for the humanities scholar / discussion leader; 1 for the project director; 5 for distribution). Additional copies are often reserved through interlibrary loan or purchased by the applicant as part of local cost share. At the end of the series, the project sponsor retains the 7 copies.

However, if KHC is interested in including this series in the TALK program, then Grant funds can be used to purchase 40 copies of each title. At the end of the programs, all books will be returned to KHC, except for one set that is retained by the project director and one set which should be distributed among the respective discussion leaders.

QUESTIONS? Contact Murl Riedel, Director of Grants and Programs, at 785/357-0359 or murl@kansashumanities.org