



**Federal/State Partnership is the liaison between
the National Endowment for the Humanities and the nonprofit network of
56 state and jurisdictional humanities councils**

By congressional mandate, the National Endowment for the Humanities, an independent federal agency in the executive branch, provides general operating support grants to the 56 state and jurisdictional humanities councils. Federal/State Partnership is the NEH office designated to work with the councils. The councils are Federal/State Partnership's sole grantees.

State humanities councils are independent nonprofit 501(c)(3) organizations governed by volunteer boards of directors and staffed by humanities professionals. They operate, as designated by Congress, in each of the 50 states as well as in the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, the Commonwealth of the Northern Mariana Islands, and American Samoa. The councils employ more than 500 staff members and engage over 1,000 board members. The first councils were founded in 1971 and the last, the Amerika Samoa Humanities Council, was founded in 1994. All but four councils were founded in the 1970s.

Federal/State Partnership is a collaborative effort that links a national federal agency with the state and jurisdictional humanities councils. It helps the National Endowment for the Humanities realize its two primary strategic goals of advancing knowledge and understanding of the humanities and increasing public awareness of, access to, and support for the humanities in the United States. This partnership makes humanities education and lifelong learning readily available at the local level, uniquely tailored to local interests and needs and drawing upon local resources and experiences.

The core work of Federal/State Partnership

Federal/State Partnership oversees the councils' congressionally appropriated general operating support grants, carries out on-site consultations and review, offers councils general liability insurance, and maintains network-wide communication. Its staff reads council board minutes, newsletters, and other publications; keeps up with councils' activities on the web and social media; and tracks trends and ideas in the broad nonprofit and grantmaking worlds.

Federal/State Partnership publishes the monthly "Working Together" e-newsletter for council staff, board chairs and members, NEH, and others. The current email list is almost 1,700 with an open rate of over 35%. It has a lively presence on the NEH website that includes all the materials councils need to work with Federal/State Partnership and NEH. Both the newsletter and the website feature council activities. Federal/State Partnership also makes use of the Google groups run by the Federation of State Humanities Councils, the councils' membership organization.

Federal/State Partnership encourages councils to produce and support splendid humanities programming, to serve as models of excellent nonprofit management, to maintain open communication, mutual support, and shared goals with NEH and other councils, and to exercise responsible and impeccable stewardship of public—and all—funds entrusted to them.

Who we are and how to contact us directly: the bios of FedState staff are in the Resource Library of the FedState website.

- Leondra Burchall, Program Officer, lburchall@neh.gov, 202.606.2324
- Edie Manza, Director, emanza@neh.gov, 202.606.8257
- Kathleen Mitchell, Senior Program Officer, kmitchell@neh.gov, 202.606.8302
- Meg Ferris McReynolds, Program Analyst, mferris@neh.gov, 202.208.7100
- Shirley Newman, Program Assistant, snewman@neh.gov, 202.606.8254

Our address and other contact information:

- National Endowment for the Humanities, Federal/State Partnership, 400 7th Street, SW, Washington, DC 20506
- Main telephone number: 202.606.8254; fax number: 202.606.8365; website: www.neh.gov/divisions/fedstate
- E-newsletter sign-up: there is a sign-up link on every page of the Federal/State Partnership website. The direct sign-up link: www.patronmail.com/pmailweb/PatronSetup?fid=896

Other key people at NEH to have in your contact file:

- Robert Straughter, Director of Grant Management, rstraughter@neh.gov, 202.606.8237
- Laura Davis, Inspector General, ldavis@neh.gov, 202.606.8574
- Judith Havemann, Director of Communications, jhavemann@neh.gov, 202.606.8355
- David Skinner, Editor, *Humanities*, dskinner@neh.gov, 202.606.8435
- Directories of NEH divisions (www.neh.gov/divisions) and staff (www.neh.gov/about/staff)

Key dates for each council to remember:

- June 1: annual compliance plans are due
- Self-assessment reports and a site visit take place every five years
- The interim narrative report outlines what has happened with a council in the years since the site visit. It also provides opportunity for reaction to the observations and recommendations made by the site visitors in their report. It is due on June 1 of the third year after the site visit.

What Federal/State Partnership needs from councils:

- Name and full contact information for the board chair, the legal representative of the council.
- Names and mailing addresses for each board member so that we can send them copies of *Humanities*, and their email addresses so that they can receive our monthly e-newsletter.
- Minutes of each board meeting as soon as they have been approved.
- Electronic and print newsletters and other council-generated materials that will help Federal/State Partnership speak on councils' behalf to NEH and the National Council on the Humanities.