

Office of Grant Management

RE: FY 2021 General Operating Support Awards - Cost Share Waiver Requests

Dear NEH State and Jurisdictional Humanities Councils:

Due to the economic impacts related to the COVID-19 pandemic and the effect on philanthropic donations to cultural institutions, NEH is accepting requests to waive a portion of your federal FY 2021 cost share requirements. By-law, state and jurisdictional humanities councils are required to cost share NEH's General Operating Support (GOS) awards dollar-for-dollar. Cost share may be achieved through fundraising, value of in-kind contributions from a third-party, program income, and the allowable costs that a subrecipient incurs in carrying out a council-funded project subject to 2 CFR 200.

Under authority of 20 U.S.C. 956(f)(5)(A), NEH is accepting requests for cost share waivers of up to 20 percent of the FY 2021 general operating support award and supplemental funds, less \$125,000 (exclusive of supplements without a cost share requirement, A More Perfect Union, and American Rescue Plan awards). If approved, the cost share waiver would only apply to FY 2021 outright funds. The waiver is not applicable to FY 2021 federal matching funds.

Waiver requests must include the following:

1. A justification demonstrating a need for a waiver, including, for the period covering FY 2021:
 - a. a summary of fundraising efforts;
 - b. total amount of cost share certified and the percentage breakdown by category:
 - i. fundraising (cash),
 - ii. value of in-kind contributions from a third-party,
 - iii. program income, and/or
 - iv. the allowable costs that a subrecipient incurs in carrying out a council-funded project subject to 2 CFR 200; and
 - c. challenges preventing the council's ability to meet a 1:1 cost share.
2. Methods the council is taking in FY 2022 to meet the cost share requirement and overcome FY 2021 challenges.
3. The requested waived cost share amount and the adjusted requested FY 2021 cost share amount.
4. Calculation of the requested waived cost share using the following table.

Example:

Category	Amount
FY 2021 GOS Award Outright Amount	800,000
FY 2021 Supplemental Outright Funds with a 1:1 Cost Share	2,250
Total FY 2021 Outright	802,250
Congressionally Mandated Exclusion (\$125,000)	(125,000)
Base Amount (Total FY 21 Outright - \$125,000 Exclusion)	677,250
Waiver Percentage (Maximum 20%)	20%

Requested Waived Cost Share	135,450
Revised FY 2021 Cost Share Requirement (if approved)	666,800

5. Updated SF-424A Budget Information reflecting a budget of the costs incurred during FY 2021 (federal and non-federal) at the reduced amount of cost share level. The SF-424A must show the four different object class categories. Include a short summary of where expenditures have been adjusted as a result of the reduction in cost share.

Waivers must be requested no later than March 31, 2022. Requests submitted after this date will not be considered. All waivers and the SF-424A Budget Information must be submitted as a Change Request in eGMS Reach.

The Office of Federal/State Partnership and Office of Grant Management will review the request and, if approved, the Office of Grant Management will issue an amendment Notice of Action.