INDIANA HUMANITIES

QUANTUM LEAP

ONE STATE / ONE STORY

WITH SUPPORT FROM
NATIONAL ENDOWMENT FOR THE HUMANITIES

ONE STATE / ONE STORY:
FRANKENSTEIN
COMMUNITY READ
Host Site Webinar

NATIONAL ENDOWMENT FOR THE
Humanities

WELCOME!

Leah Nahmias
Director of Programs and Community Engagement
lnahmias@indianahumanities.org

Megan Telligman
Frankenstein Program Manager
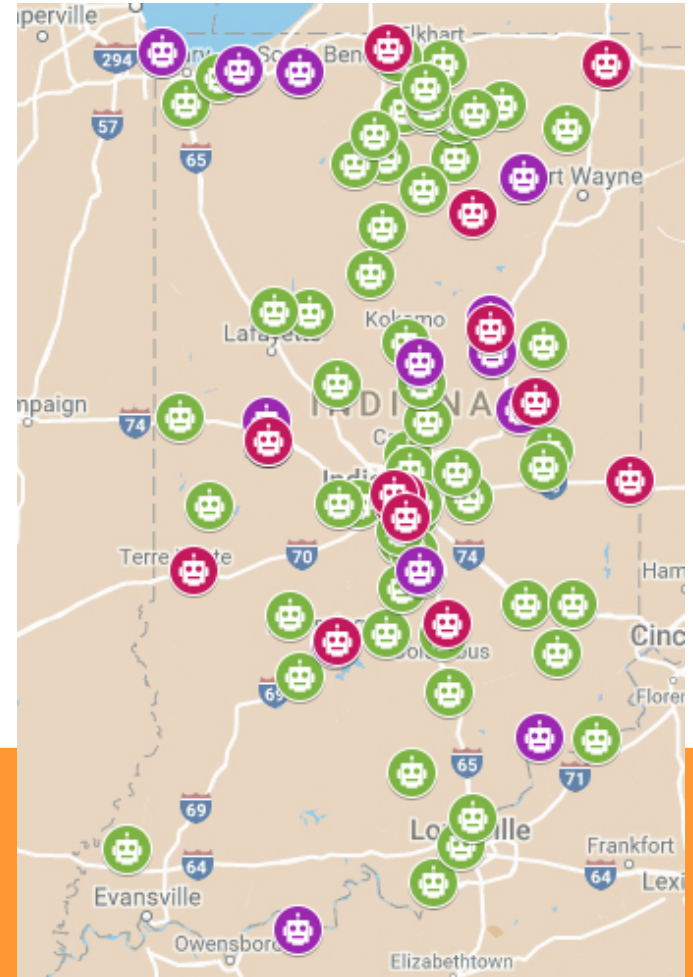**mtelligman@indianahumanities.org**

One State / One Story
BY THE NUMBERS

62 COMMUNITY READ GRANTS
10 FRANKENFEST READ-A-THONS
14 COLLEGE & UNIVERSITY PARTNERS
40 COUNTIES

MEET MEGAN!

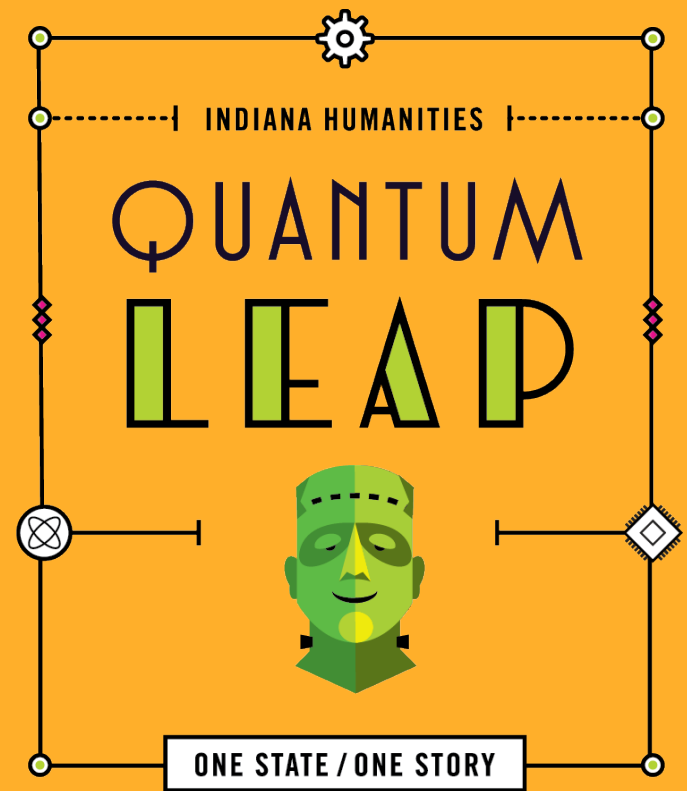Contact Megan at
mtelligman@indianahumanities.org

OVERVIEW

- Receiving & Using Your Funds
- Distributing Swag & Books
- Resources for Planning Your Programs
- Communication Requirements
- Evaluating Your Programs
- Q&A

RECEIVING & USING YOUR FUNDS

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RECEIVING YOUR FUNDS

In order to receive your funds, you need to provide Indiana Humanities with the following information:

- Signed agreement letter (Due Tuesday, Jan. 2)
- W9
- DUNS Number (https://fedgov.dnb.com/webform)
- Event Calendar (https://indianahumanities.wufoo.com/forms/r1t80m051127kst/)

You will receive your $1000 stipend in two payments:

- $800 upon submission of agreement letter, W9, and event calendar
- $200 upon submission of final report forms

USING YOUR FUNDS

Approved Uses:
- Speaker honoraria
- Food
- Supplies
- Marketing costs
- Travel reimbursement
- Additional book or film purchases

Non-approved Uses:
- Alcohol
- Raffle Prizes
- Any purchases intended for fundraising

SAMPLE BUDGET

CATEGORY	COMMUNITY READ GRANT	IN-KIND MATCH*	OUTRIGHT MATCH**
Honoraria	$100 to facilitator for community book discussion $400 for speaker from speakers bureau		
Travel	$28.09 for roundtrip mileage for speaker		
Materials	$45 for 3 large print copies of Frankenstein $25 for readalong titles $75 for storytime activity materials		
Food and Beverages	$50 for snacks for speaker event $50 for snacks for book discussion		$50 for wine for two events donated by Friends of the Library
Printing	$105 for full-color program schedules		
Advertising	$35 for sponsored posts on Facebook	$100 (radio spots donated by local radio station)	
Host Org. Operating	$86.91 (balance of unspent Community Read grant)		
Total	$1,000.00	$100.00	$50.00

*In-kind match includes the value of services or space donated/contributed to make the event possible.
**Outright match includes direct costs contributed by the host org, community partners, local businesses or funders.

SUBMITTING YOUR EVENT CALENDAR

Submit your event calendar at least **3 weeks before** your first event. Upon submission of your event calendar, Indiana Humanities will process your first payment of $800.

The event calendar submission form will prompt you to include the dates, location, audience, and a brief description for each of your three (or more!) events.

EVENT CALENDAR FORM

WUFOO
by SurveyMonkey

Frankenstein Community Read Event Calendar

Please use this form to notify Indiana Humanities of the schedule of events you are presenting as part of your One State/One Story Community Read of Frankenstein. The event calendar is due at least three weeks before the start of your first event. Descriptions that you provide here will be posted to the Indiana Humanities online calendar of events.

Upon submission of your event calendar and your signed agreement letter, Indiana Humanities will send the first $800 of your community read mini-grant.

Please note: you are required to host at least one book discussion. It does not have to be the first event of your series, though it is listed first on the form below.
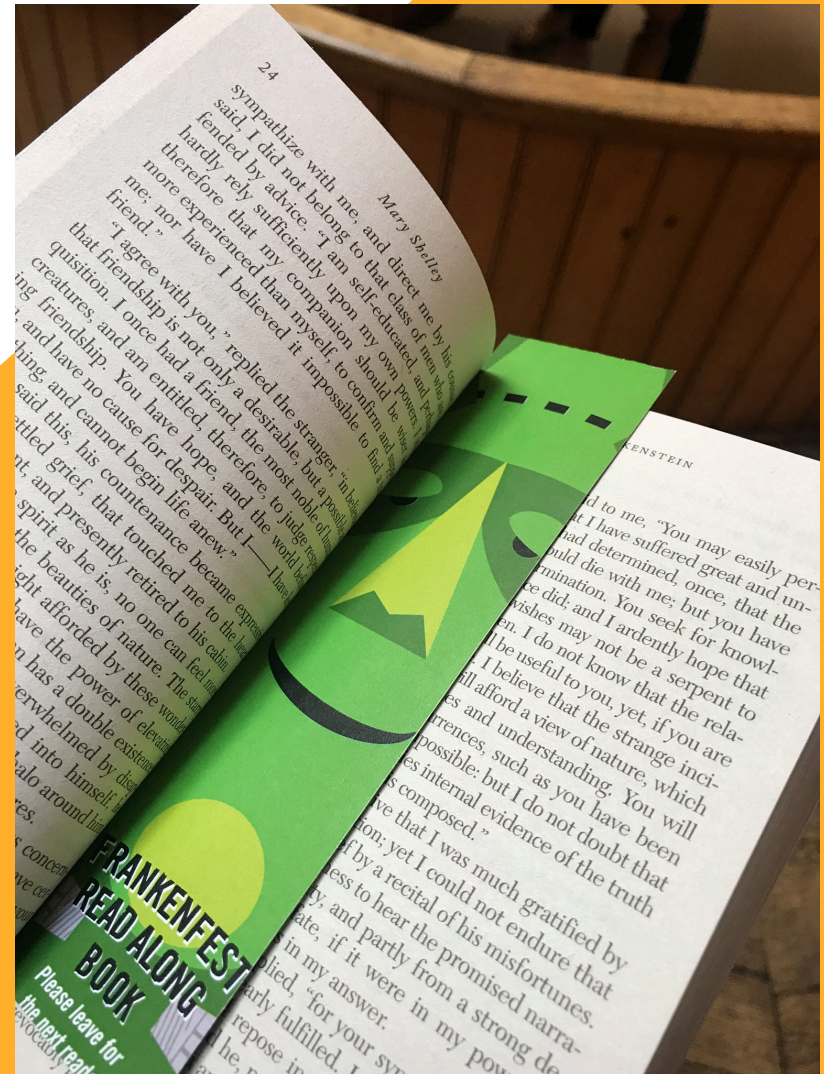
Host Organization *

Community Read Coordinator *

First   Last

Community Read Coordinator Email *

How many total events are part of your series? *

3

SWAG & BOOKS!

T-SHIRTS

Help bring *Frankenstein* to life in your community with your very own *One State / One Story: Frankenstein* t-shirt!

PROGRAM GUIDE

In addition to what's included in this webinar, the Program Guide contains:

- Checklists
- Discussion questions
- Additional readings & film list
- Communication tips
- Scholarly essays
- Evaluation guidelines
- & more!

ONE STATE / ONE STORY:
Frankenstein
Brought to life by Indiana Humanities
in partnership with the Indiana State Library, Indiana Center for the Book
and National Endowment for the Humanities

Community Read Program Guide

V.2 10.10.2017

DOWNLOAD THE PROGRAM GUIDE AT:
http://quantumleap.indianahumanities.org/wp-content/
uploads/2017/10/Program-Guide-V.2_10_16.pdf

PROGRAM GUIDE

Download the program guide for useful checklists, tips, and ideas for programs!

KIDS + FAMILY PROGRAM IDEAS

Frankenstein Storyt
and families additio
monster picture book
Frankenstein or mon
nonscary monster bo
monster masks or let
using crayons or var
moving by having th
Bobby Pickett or hav
You Know It."
More monster songs
- ◎ "The Purple Peop
- ◎ "Monster Boogie
- ◎ "Calling All the

Crafts: There are lots
- ◎ A paper bag on y
  Paint it green an
  construction-pa
  your own creatu
- ◎ Make a monster
  your hand green
  on paper and de
  monster.
- ◎ Paper plates att
  easy monsters. /
  with constructio
  in your craft bin.

Family Monster Mas
Fall Festival, Monste
eryone excited about
theme.
- ◎ Organize differe
  make-and-take
- ◎ Make sure to dis

ADULT PROGRAM IDEAS

Scholar Talk: Indiana Humanities has curated a selection of talks by smart and engaging experts, ready to come to your community and deliver a compelling and deeply researched talk. We encourage you to take advantage of this opportunity to bring in humanities and science experts. See pages 27-30 for available presentations and instructions on how to book a speaker.

▪ ▪ ▪

Sci-Fi and/or Horror Reading Series: Plan a monthly book club to read classic or contemporary works in these genres. Start with *Frankenstein* and take time to compare and contrast it to the novel in your other discussions; the group can gain insight into how Shelley's novel set a template that other writers followed, and how later authors innovated. Use Indiana Humanities' Novel Conversations lending library to borrow book sets for free (www.IndianaHumanities.org/NovelConversations).

▪ ▪ ▪

Creative Writing Workshops: Inspire the next generation of horror or sci-fi authors by hosting a fiction-writing workshop! If you can, invite a local writer or teacher to lead the session(s). Maybe start with writing prompts inspired by *Frankenstein*: rewrite the story from Elizabeth's perspective or write a version set 100 years in the future.

Frankenstein Art Show: Invite local artists to submit works inspired by the book and create a gallery.

▪ ▪ ▪

Panel: Many urgent ideas are raised by *Frankenstein*—see the big questions on page 5 for examples. Choose one and invite local experts from different perspectives—scientific, business, theological, artistic, etc.—to discuss or debate one of the big questions.

▪ ▪ ▪

Film Screening and Discussion: In addition to the various film adaptations of *Frankenstein* over the years—including Thomas Edison's 1914 silent film, now on YouTube, many films are versions of the Frankenstein story: *Ex Machina*, *Westworld* and more. Host a screening followed by a facilitated discussion focused around one or more of the big questions (pagevt 5) and comparing the adaptations to the source material.

(Like this idea? Do two or more and make it a series!)

▪ ▪ ▪

Field Trip: As part of *One State / One Story, Frankenstein* programs are taking place across Indiana throughout 2018. Plan a field trip that includes transportation, admission and even a boxed lunch. Use the time on the bus to watch a film or have a discussion.Visit the Indiana Humanities website and read the "This Month in *Frankenstein*" newsletter to see what's happening near you.

SPEAKERS BUREAU

- Suggested honorarium: $400
- Offer to provide travel & lodging (if necessary)
- Speakers listed in Program Guide – choose one that interests you!
- Sample Speaker Agreement Letter also available in Program Guide

HOW TO BOOK A SPEAKER

1. Read the guide and choose a speaker
2. Update your budget so that you've reserved funds for honorarium ($400) and travel
3. Contact speaker to work out a mutually agreeable date and time
4. Issue agreement letter with details
5. Promote your event
6. Track attendance, take pictures, etc.
7. Issue payment

DOWNLOAD THE SPEAKER LIST AT:
http://quantumleap.indianahumanities.org/wp-content/uploads/2017/10/Speakers-Bureau-V.2_10-16.pdf

Jim Ansaldo

"Improvising Frankenstein:
Bringing to Life New Stories of Disability"

Adam Henze

"Frankenslam:
Where the Poetry is Alive!
It's Alive!"

DOWNLOAD THE SPEAKER LIST AT:
http://quantumleap.indianahumanities.org/wp-content/
uploads/2017/10/Speakers-Bureau-V.2_10-16.pdf

Fiona McDonald

"Crimes Against Humanity?
Where Does the Gavel Fall for Morality
In Science in *Frankenstein*"

Matthew Weedman

"It's Alive! Electricity, Cinema, & Metaphor in *Frankenstein*"

DOWNLOAD THE SPEAKER LIST AT:
http://quantumleap.indianahumanities.org/wp-content/
uploads/2017/10/Speakers-Bureau-V.2_10-16.pdf

Other places to get ideas…

- Archived webinar from Fall 2017 with program ideas
- Coming soon: Scholarly essays to help you gain insight into the book
- Connect to college and universities

WHAT KINDS OF CONVERSATIONS WILL YOU HAVE?

COMMUNICATIONS GUIDELINES

INDIANA HUMANITIES

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ONE STATE / ONE STORY
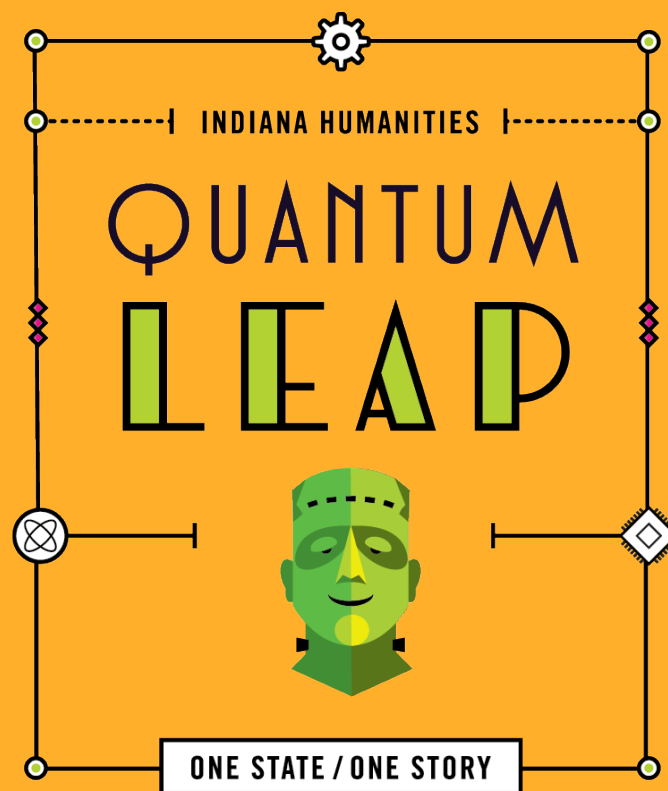
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COMMUNICATION RESOURCES

- Press Release Template
- Program Logos
- Communications Guidelines
- Program FAQs
- Social Media Toolkit
  - Hashtag: #itsalive
  - Suggested Tweets and Facebook Posts
  - Tips
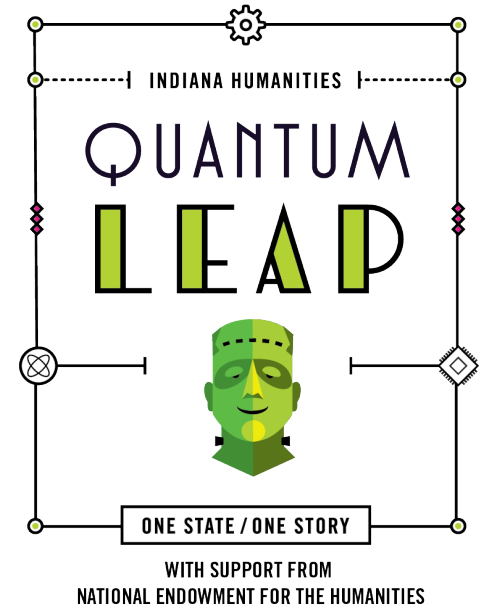
COMMUNICATIONS REQUIREMENTS

NEH SPECIFIC LANGUAGE

The acknowledgment of NEH support must also include the following statement:

 "Any views, findings, conclusions, or recommendations expressed in this program do not necessarily represent those of the National Endowment for the Humanities."

DOWNLOAD THE COMMUNICATION GUIDELINES AT:
http://quantumleap.indianahumanities.org/wp-content/uploads/2017/12/Communications-Guidelines.pdf

COMMUNICATIONS REQUIREMENTS

CREDIT TO INDIANA HUMANITIES

Whenever possible, please include this credit line on anything in print or on your website:

"*One State / One Story: Frankenstein* is an Indiana Humanities program and has been made possible in part by a major grant from the National Endowment for the Humanities and in partnership with the Indiana State Library and Indiana Center for the Book."

DOWNLOAD THE COMMUNICATION GUIDELINES AT:
http://quantumleap.indianahumanities.org/wp-content/uploads/2017/12/Communications-Guidelines.pdf

COMMUNICATIONS REQUIREMENTS

USE OF LOGO

You must use the *One State / One Story: Frankenstein* logo and the National Endowment for the Humanities logo on anything that you produce.

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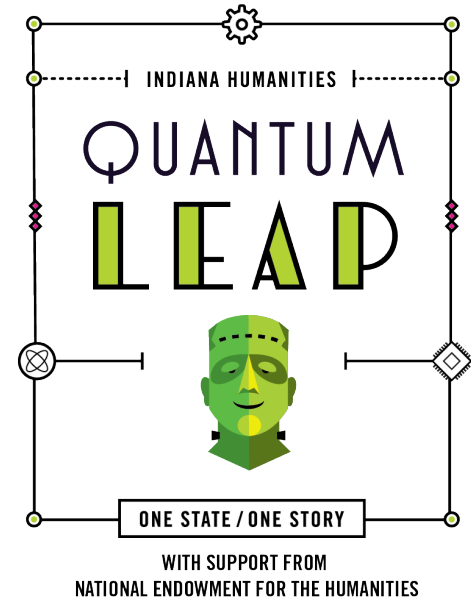
NATIONAL ENDOWMENT FOR THE
Humanities

DOWNLOAD THE LOGOS AT:
https://indianahumanities.org/onestateonestorylogo

EVALUATING YOUR PROGRAMS

INDIANA HUMANITIES

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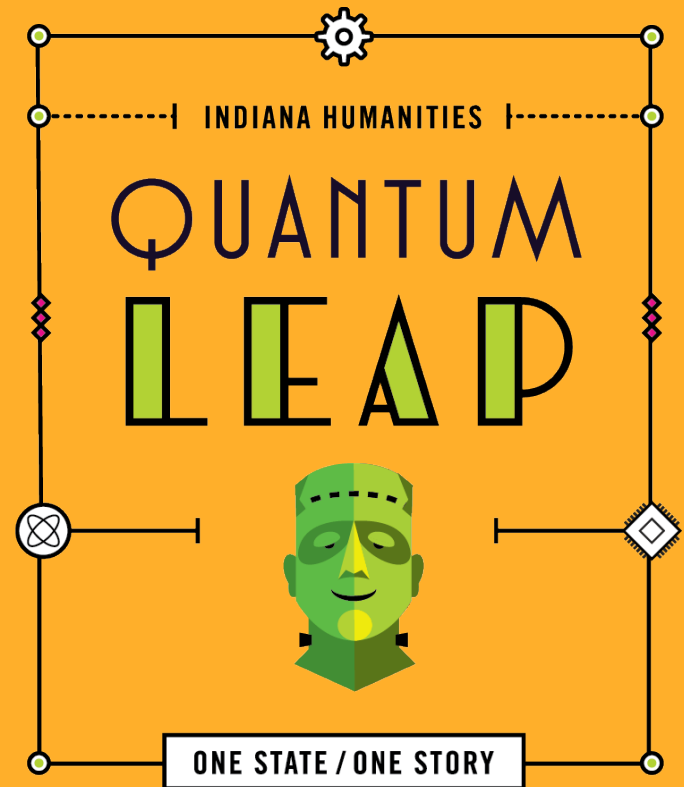
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EVALUATION

At the end of your program series, we will ask you for a final report, final budget form, and photos from your events via a web-based form.

When you submit the final report, we will process the final $200 of your Community Read grant.

EVALUATION

What's in the final report:

- Description of each of your events
- Attendance and audience information
- Book discussion and/or speaker participant survey data
- Narrative questions about the impact of these programs in your community
- Final budget upload
- Photos & news clipping upload

EVENT EVALUATION WORKSHEET

To help you keep track of event information, we have created an Event Evaluation Worksheet for you to fill out during each of your events.

FRANKENSTEIN COMMUNITY READ: EVENT EVALUATION WORKSHEET

Use this worksheet to record information about your event. Remember to take photos and keep any press clippings. Hold on to this worksheet and use it to fill out the final, web-based evaluation form when all your programs are complete.

Event title: _____ Date & Location: _____

How many people attended your event? _____ Did your attendance reflect the community you hoped to reach? _____

List the basic elements of the activity.

_____

_____

Did you have any partners? Who were they and what did they contribute?

_____

Check the Key Question(s) your guests explored.

___Frankenstein complicates the idea of what it means to be human. What combination of biology, experience or innate characteristics makes us who we are?

___Under what conditions do advances in science and technology lead to advances in society—and how can history help us answer the question?

___What responsibilities do creators and scientists have for the consequences, even unintended, of their inventions?

___New developments in science and technology can blur the lines between human and machine, natural and artificial, and can even shift humankind's place in the universe. How should we navigate these changing, increasingly porous boundaries?

___How do social categories based on class, gender, sexuality, race and disability affect people's access to scientific knowledge and technological advances? Do some groups gain greater profit, or face greater risks, from scientific and technological change?

___Is there an ethical context in which science should operate, and who should be responsible for determining the limits of science? If there are limits to science, does that also mean there should be limits to knowledge

___Why did Mary Shelley's Frankenstein become an enduring work of fiction, inspiring thinkers, creators and scientists across generations? How is it relevant to people today?

On a scale from 1-10, how enthusiastic were guests in your program? (1 - Not Enthusiastic; 10 - Very Enthusiastic)

1   2   3   4   5   6   7   8   9   10

What did participants say they learned or explored?

_____

What did you learn from hosting your event?

_____

PARTICIPANT SURVEYS

Participant surveys are only required of book discussions and speaker events.

ONE STATE / ONE STORY:
FRANKENSTEIN SCHOLAR TALK

TELL US A LITTLE ABOUT YOU:

Hometown: _____

Your age: Under 18   18-29   30-39
            40-65   Over 65

Are you a religious, ethnic or cultural minority? (*Optional, but helpful info!*) YES   NO

Have you read this book before? YES   NO

Have you heard this scholar speak before? YES   NO

TELL US A LITTLE ABOUT THIS EVENT: (*"1" is no/bad*)

Did you know about this topic already?

1   2   3   4   5 (*knew as much as speaker!*)

How well organized was this event?

1   2   3   4   5 (*excellent job!*)

How enjoyable was this event?

1   2   3   4   5 (*fantastic time!*)

Was this program worthwhile to you?

1   2   3   4   5 (*invaluable!*)

Did this event...

Teach you something new about the speaker's topic?
        YES   NO

Increase your curiosity about the topic?
        YES   NO

Inspire you to read *Frankenstein* or other related books?
        YES   NO

Challenge a thought or perspective you have?
        YES   NO

Help you appreciate another perspective?
        YES   NO

ONE STATE / ONE STORY:
FRANKENSTEIN BOOK DISCUSSION

TELL US A LITTLE ABOUT YOU:

Hometown: _____

Your age: Under 18   18-29   30-39
            40-65   Over 65

Are you a religious, ethnic or cultural minority? (*Optional, but helpful info!*) YES   NO

Have you read some version of this book before?
   YES   NO

TELL US ABOUT TODAY'S BOOK DISCUSSION:

How well-organized was the session?

1   2   3   4   5 (*excellent job!*)

How well did the facilitator do?

1   2   3   4   5 (*made all the difference!*)

How enjoyable was the discussion?

1   2   3   4   5 (*fantastic time!*)

What topic(s) did you focus on?

_____

Did you like this focus?   YES   SOMEWHAT   NO

Would you have liked to cover another topic related to this book? NO   YES (w*hat?* _____)

Did this book discussion...

Teach you something new?
        YES   NO

Increase your curiosity about themes you discussed?
        YES   NO

Inspire you to read a related book or novel?
        YES   NO

Challenge a thought or perspective you have?
        YES   NO

TO REVIEW:

- ✓ You will need to fill out a final report to receive the second installment of $200.
- ✓ Take photos during events, and keep track of press clippings.
- ✓ Fill out an Event Evaluation Survey during/after each event.
- ✓ Collect participant surveys for book discussions and speaker events.
- ✓ Keep track of your spending for final budget report.

QUESTIONS?
IDEAS?
CLARIFICATIONS?

NEXT STEPS

1. Sign and return your agreement letter, W9 and DUNS number
2. Re-read *Frankenstein* with a focus on science and technology
3. Contact speakers to work out dates and times
4. Finalize your event calendar and submit to Indiana Humanities
5. Start promoting your series!
   - Use the template press release
   - Hang up posters
   - Distribute books

THANK YOU!

Leah Nahmias
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