



NATIONAL ENDOWMENT FOR THE HUMANITIES

Notice of Funding Opportunity

Fellowships Open Book Program

Funding Opportunity Number: 20240313-DR

Funding Opportunity Type: Limited Competition

Federal Assistance Listing Number: 45.169

Application Deadlines:

March 13, 2024

July 10, 2024

November 13, 2024

**Ensure your SAM.gov and Grants.gov registrations and passwords are current.
It may take several weeks to register with SAM.gov and Grants.gov.
NEH will not grant deadline extensions for lack of registration.**

Office of Digital Humanities
Division of Research Programs
Email: odh@neh.gov
Telecommunications Relay Service: 7-1-1

OMB control number 3136-0134, expiration date October 31, 2024

Executive Summary

The National Endowment for the Humanities (NEH) Office of Digital Humanities, in partnership with the NEH Division of Research Programs and Division of Education Programs, is accepting applications for the Fellowships Open Book Program. This limited competition awards publishers a \$6,600 grant to release open access digital editions of books whose underlying research was funded by an eligible NEH fellowship or grant. (See [A. Program Description](#) for a complete list of eligible programs.) Publishers must release e-books under a Creative Commons license, making those books free for anyone to download. The book could be a forthcoming title (to be open access upon first release) or it could be a book that was published, reissued, or printed in a new edition during or after calendar year 2017.

Funding Opportunity Title	Fellowships Open Book Program
Funding Opportunity Number	20240313-DR
Federal Assistance Listing Number	45.169
Application Deadlines	March 13, 2024, 11:59 p.m. Eastern Time July 10, 2024, 11:59 p.m. Eastern Time November 13, 2024, 11:59 p.m. Eastern Time
Anticipated Award Announcements	Approximately one month before the project start date.
Anticipated FY 2024 Funding	Approximately \$80,000 per deadline
Estimated Number and Type of Awards	Approximately 12 fixed amount awards per deadline
Award Amount	\$6,600
Cost Sharing/Match Required	No
Period of Performance	12 months. See B2. Federal Award Information for details.
Eligible Applicants	Eligibility is limited to publishers who have published during or after 2017 (or will publish within the period of performance) a book whose research was supported by an NEH fellowship or grant program, including books that were reissued or published in new editions during this period. See A. Program Description for a full list of eligible NEH programs. Publishers must be U.S. nonprofit organizations with 501(c)(3) tax-exempt status, or accredited public or 501(c)(3) institutions of higher education. See C. Eligibility Information for additional information.
Program Resource Page	https://www.neh.gov/grants/odh/FOBP
Published	December 22, 2023

Table of Contents

Executive Summary	i
Table of Contents	ii
A. Program Description	1
1. Purpose.....	1
2. Background.....	3
B. Federal Award Information	3
1. Type of Application and Award	3
2. Summary of Funding.....	3
C. Eligibility Information	4
1. Eligible Applicants	4
2. Cost Sharing.....	4
3. Other Eligibility Information	4
D. Application and Submission Information.....	5
1. Application Package.....	5
2. Content and Form of Application Submission	5
3. Unique Entity Identifier and System for Award Management.....	10
4. Submission Dates and Times	12
5. Intergovernmental Review	12
6. Funding Restrictions	12
E. Application Review Information	13
1. Review and Selection Process.....	13
2. Assessment of Risk and Other Pre-Award Activities	13
4. Anticipated Announcement and Award Dates	13
F. Federal Award Administration Information	14
1. Federal Award Notices.....	14
2. Administrative and National Policy Requirements.....	14
3. Reporting	15
G. Agency Contacts.....	15
H. Other Information.....	16

A. Program Description

1. Purpose

This notice solicits applications for the Fellowships Open Book Program (FOBP).

FOBP is a limited competition designed to make outstanding humanities books digitally available to a wide audience. By taking advantage of low-cost e-book technology, the program allows teachers, students, scholars, and the public to read humanities books that can be downloaded or redistributed for no charge.

FOBP grants are fixed amount awards that provides a specific amount of funding without regard to actual costs. All activities associated with the preparation and publication of an open access e-book can be supported with this award.

Programmatic Requirements

Allowable Books

This limited competition is open to nonprofit publishers who have published a book supported by NEH-funded research. The book must have been published, reissued, or printed in a new edition during or after 2017 as listed on the copyright page (or be forthcoming during the period of performance). The publisher will use the funds to issue an open access e-book with a Creative Commons license, opening it up to a wide audience of readers.

The book must meet the following criteria:

- The book's underlying research must have been supported by one of the following current or retired NEH programs:
 - Programs for individuals
 - [Awards for Faculty at Hispanic-Serving Institutions](#)
 - [Awards for Faculty at Historically Black Colleges and Universities](#)
 - [Awards for Faculty at Tribal Colleges and Universities](#)
 - [Fellowships](#)
 - [Fellowships for Advanced Social Science Research on Japan](#)
 - Fellowships for College Teachers
 - Fellowships for University Teachers
 - NEH-Mellon Fellowships for Digital Publication
 - [Fellowships for Digital Publication](#)
 - [Public Scholars](#)
 - [Summer Stipends](#)
 - Programs for institutions
 - [Dangers and Opportunities of Technology](#)
 - [Digital Humanities Advancement Grants](#)
 - Digital Humanities Implementation Grants
 - Digital Humanities Start-Up Grants
 - [Humanities Initiatives at Colleges and Universities](#)
 - [Humanities Initiatives at Community Colleges](#)
 - [Humanities Initiatives at Hispanic-Serving Institutions](#)
 - [Humanities Initiatives at Historically Black Colleges and Universities](#)
 - [Humanities Initiatives at Tribal Colleges and Universities](#)

- [Humanities Connections](#)
 - [Dialogues on the Experience of War](#)
 - Seminars for Higher Education Faculty
 - Seminars for K-12 Educators
 - [Institutes for Higher Education Faculty](#)
 - [Institutes for K-12 Educators](#)
 - [Landmarks of American History and Culture](#)
- The book must explicitly draw on ideas and methods proposed in the NEH application, and reference research conducted during the award’s period of performance.
 - The book must include an acknowledgement to the relevant NEH award. If the book did not acknowledge the NEH award when first published, the open access edition can be used to resolve this error.
 - The book, including other editions and translations, must not have previously received funding through the Fellowships Open Book Program.
 - Applicants may seek funding for books that are new, reissued, or republished as a new edition.
 - The book may be written in any language, and translated editions are eligible.
 - Edited volumes are not eligible.
 - NEH will only award one FOBP award for each underlying individual fellowship, even if the fellowship resulted in multiple books. In the case of books resulting from collaborative projects, one book authored by each team member would be eligible for an FOBP award.

Outputs

- By the end of the period of performance of the Fellowship Open Book Program award, you must release an e-book edition in the EPUB format, version 3.1 or later. NEH also encourages recipients to release the book in other e-book formats (e.g., Kindle format or PDF).
- You must license the e-book using one of the [six standard Creative Commons licenses](#).
- You must embed metadata into each e-book file, following the [recommendations for metadata](#) of the Book Industry Study Group (BISG). The metadata must also include information about the chosen Creative Commons license.
- The copyright page of the open access e-book must include the following:
 - A statement that reads “Open access edition funded by the National Endowment for the Humanities.”
 - While the original copyright statement should remain (e.g., “Copyright ©2019 Jefferson University Press”), you must remove the phrase “All rights reserved” and replace it with a reference to your chosen Creative Commons license (e.g., “The text of this book is licensed under a Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International License: <https://creativecommons.org/licenses/by-nc-nd/4.0/>”).
- You must make the final open access e-book available via at least two major e-book distribution channels (e.g., [Project MUSE](#), [JSTOR](#), [OAPEN](#), [Amazon](#), [HathiTrust](#)).
- You must pay the author a royalty of at least \$600 upon release of the open access e-book. If a book has multiple authors, the \$600 may be divided among them.

See [D6. Funding Restrictions](#) for unallowable activities.

2. Background

NEH offers this funding opportunity under the authority of [20 U.S.C. §956](#). Awards are subject to [2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#), and the [General Terms and Conditions for Awards to Organizations \(for grants and cooperative agreements issued January 1, 2022 or later\)](#).

Under [Section 3\(a\) of the National Foundation on the Arts and the Humanities Act of 1965](#), as amended, “The term ‘humanities’ includes, but is not limited to, the study of the following: language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of the social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment with particular attention to reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life.”

Use the [Funded Projects Query Form](#) to find examples of NEH-supported projects.

[Learn more about NEH.](#)

B. Federal Award Information

1. Type of Application and Award

This is a limited competition. NEH will provide funding in the form of fixed amount grants.

2. Summary of Funding

Award amounts

All awards are for the fixed amount of \$6,600. See the FAQ, available on the [program page](#), for more information about fixed amount awards.

NEH will award successful applicants outright funds, which are not contingent on additional funding from other sources.

NEH expects to award approximately \$80,000 among an estimated 12 recipients per deadline.

NEH will not determine the funding available each fiscal year until Congress enacts the final budget. This notice is subject to the availability of appropriated funds and is a contingency action taken to ensure that, should funds become available for this purpose, NEH can process applications and issue awards in a timely manner.

Period of performance

The period of performance is the time during which you may incur expenses to carry out the work under the award. It must start on the first day of the month and end on the last day of a month. The period of performance for this program is twelve months.

If you apply for the March 13, 2024, deadline, your period of performance will be August 1, 2024, to July 31, 2025.

If you apply for the July 10, 2024, deadline, your period of performance will be December 1, 2024, to November 30, 2025.

If you apply for the November 13, 2024, deadline, your period of performance will be April 1, 2025, to March 31, 2026.

Award milestones

Per [2 CFR § 200.201\(b\)](#), recipients must meet a “milestone” before receiving payment for a fixed amount award. For this award, the milestone is the release of the e-book edition.

To receive funds, you must submit the final performance progress report reflecting you have met this milestone. NEH will disburse funds as a reimbursement.

The terms and conditions of the award will include the milestone verification and payment structure.

C. Eligibility Information

1. Eligible Applicants

Eligibility is limited to publishers who have published during or after calendar year 2017 a book whose research was supported by one of the NEH programs listed under [Allowable Books](#). Publishers must be U.S. nonprofit organizations with 501(c)(3) tax-exempt status or accredited public or 501(c)(3) institutions of higher education.

To be eligible, you must not function solely as a fiscal agent for another entity and must make substantive contributions to the success of the project.

Individuals and other organizations, including foreign and for-profit entities, are ineligible.

2. Cost Sharing

NEH does not require cost sharing in this program.

3. Other Eligibility Information

You may submit multiple applications for separate and distinct projects under this notice.

You may revise and resubmit previously rejected applications. Submissions are subject to the application requirements and [review criteria](#) of the current competition.

Per [2 CFR § 200.403\(f\)](#), you must not include the same project costs in more than one application for federal funding or approved federal award budget. If one application to NEH is pending, a second application for the same project costs, even if to a different program, may be ruled ineligible. However, you may submit multiple proposals for **complementary** aspects of the same overall project. If you are submitting complementary proposals to other NEH programs or government agencies, specify when and to whom in the [Supplementary Cover Sheet for NEH Grant Programs](#). NEH may disallow costs or reject applications that include overlapping project costs. An individual’s level of effort cannot exceed 100% across multiple active federally funded awards.

NEH does not issue awards to other federal entities. If your project is so closely intertwined with a federal entity that the project takes on characteristics of the federal entity's own authorized activities, it is ineligible. You may use funds from, or sites and materials controlled by, other federal entities in your project.

NEH does not provide financial assistance to foreign institutions or organizations. If you are an eligible domestic entity, you may apply for collaborative projects involving foreign organizations provided you do not use NEH funds for the purpose of issuing subawards to any foreign organization, as defined in [2 CFR §§ 200.1](#) and [.331\(a\)](#). You may obtain the services of foreign individuals and consultants to carry out programmatic activities on a fee-for-service basis, as specified in [2 CFR § 200.459](#). You may obtain goods and services from foreign vendors, such as in-country transportation services, in accordance with [2 CFR § 200.331\(b\)](#). If you plan to submit an application involving international collaboration, contact program staff at odh@neh.gov.

Except for the rare cases covered by its [late submission policy](#), NEH will not consider applications submitted after the [deadline](#).

NEH will not consider incomplete, nonresponsive, or ineligible applications for funding.

NEH will not consider applications that exceed mandatory page limits or deviate from formatting instructions. See the [Application Components Table](#).

D. Application and Submission Information

1. Application Package

You must apply using Grants.gov Workspace or a Grants.gov system-to-system solution. You can find this funding opportunity in Grants.gov under number 20240313-DR. There is also a link on the [program resource page](#).

Once you have located the funding opportunity in Grants.gov, you will find the application package under the "Package" tab. It includes a series of required and conditionally required forms. You will upload additional application components using the [Attachments Form](#).

You must complete a multistep registration process prior to submitting your application. See [D3. Unique Entity Identifier and System for Award Management](#).

Contact odh@neh.gov to request a paper copy of this notice.

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

2. Content and Form of Application Submission

This limited competition uses a streamlined application process and will not require a narrative or budget. You will complete the forms within Grants.gov Workspace and upload other components into the [Attachments Form](#). See the [Application Component Table](#).

You must submit all required components. **NEH will not review applications missing any required documents.**

Note page limits and formatting instructions in this notice. **NEH will not review applications that exceed mandatory page limits or deviate from formatting instructions.**

Your application components must conform to the following formatting requirements, unless otherwise indicated:

- pages no larger than standard letter (8 1/2" x 11")
- at least one-inch margins on all sides for all pages
- a font no smaller than 11 points

In addition, NEH encourages you to format your components consistent with the following:

- single-spacing
- a readable font such as Arial, Georgia, Helvetica, or Times New Roman
- any standard citation style (include citations in page counts)

Application Component Table

Application Component	File Name	Designation	Page limit
Attachments			
1. Letter(s) of commitment	letters.pdf	Required	2 pages per letter (mandatory)
2: Book information	bookinfo.pdf	Required	2 pages (mandatory)
3: Explanation of delinquent federal debt	delinquentdebt.pdf	Conditionally required	
Grants.gov forms			
SF-424 Application for Federal Assistance - Short Organizational		Required	
Supplementary Cover Sheet for NEH Grant Programs		Required	
Project/Performance Site(s) Location Form		Required	
Attachments Form		Required	

Application Components: Attachments

Each attachment must be a single PDF file. See the [Attachments Form](#) instructions for further guidance about file requirements. Read those instructions carefully, as Grants.gov will not accept files that do not meet the requirements.

Attachment 1: Letter(s) of commitment

NEH requires a letter of commitment from the book's author(s). The project director for this award does not need to provide a letter of commitment. For co-authored books, each author must provide a separate letter.

In their letter of commitment, the author(s) should:

- indicate that they concur with your plan to release a free-to-download digital edition of their book governed by a Creative Commons license
- provide the Federal Award Identification Number of the fellowship or grant that originally supported the book
 - To look up an award number, consult [NEH's online query form](#).

Additionally, if the author is the recipient of an NEH award for individuals (e.g., Fellowships, Summer Stipends), they should:

- state whether the book differs from the book proposed and reviewed in the original NEH application
- describe any changes in argument, content, or structure, and their impact on the final manuscript

If the author's research was supported by an NEH institutional award (e.g., Dangers and Opportunities of Technology or Digital Humanities Advancement Grant), they should:

- describe their role in the grant-funded project (e.g., project director, research assistant)
- describe how the book builds on the project proposed and reviewed in the original application
- describe any differences in argument, content, or structure from the original project

Letters should not address specific activities to be undertaken under the scope of the award. Each letter must not exceed two pages. Compile multiple letters into a single PDF file. Name the file letters.pdf.

Attachment 2: Book information

Include the following information:

- a brief description of the book (approximately one paragraph)
- the date of original publication, reissue, or new edition, or expected date of publication
- the name, job title, and institution of the author(s)
- for existing publications, the page number where NEH was acknowledged in the original publication (e.g., "The NEH acknowledgement appears on page VI"). If the original book did not include the NEH acknowledgment, you must commit to including it in the open access edition
- the names of at least two distribution channels (e.g., JSTOR, Project MUSE, Amazon) you intend to use for the open access edition of the book

This attachment must not exceed two pages. Name the file bookinfo.pdf.

Attachment 3: Explanation of delinquent federal debt (conditionally required)

If your organization is delinquent in the repayment of any federal debt, explain why. Provide evidence that you have entered into a repayment agreement with the Internal Revenue Service, if applicable, and that you are current on all payments due. Examples of relevant debt include

delinquent payroll or other taxes, audit disallowances, and benefit overpayments. See [OMB Circular A-129](#).

Name the file delinquentdebt.pdf.

Application Components: Grants.gov Forms

SF-424 Application for Federal Assistance – Short Organizational (Grants.gov form)

This form requests basic information about your institution, the proposed project, and key contacts. Items 1, 2, and 4 will be automatically filled in; leave item 3 blank.

5. Applicant Information

a-d. Provide your organization’s legal name, address, and web address. Select the applicant type that best describes your organization from the drop-down menu.

e-f. Provide your organization’s employer/taxpayer identification number (EIN/TIN), and Unique Entity Identifier assigned by the [System for Award Management](#). If you do not know your identifier, contact your grant administrator or chief financial officer. See [D3. Unique Entity Identifier and System for Award Management](#).

g. Provide your [congressional district](#) with your two-character state abbreviation followed by your three-character district number. For example, if your institution is located in the 5th congressional district of Alabama, enter “AL-005.” If your institution is in a state or U.S. jurisdiction that does not have districts, enter “000” in place of the district number. If your institution is outside the U.S., enter “00-000.”

6. Project Information

a. Provide your project’s title. It should be brief (no more than 125 characters, including spaces), descriptive of the project, and easily understood by the general public. If NEH funds your project, the agency may retitle your project for clarity in internal and external communications, including the public announcement of awards. Regardless, you may use your preferred title when carrying out the project.

b. Provide a brief description of your project (no more than 1,000 characters, including spaces). This description can be the same as the “brief description of the book” included in [Attachment 2: Book Description](#), as long as it fits within the character limit.

c. State your project’s period of performance start and end dates. Your project must start on the first day of a month and end on the last day of a month. See [B2. Summary of Funding](#) for allowable periods of performance.

7. Project Director

Provide the project director’s name, title, and contact information. The project director is responsible for the programmatic aspects and day-to-day management of the proposed project. You must notify the NEH Office of Grant Management immediately if you need to change project directors.

If the project director is not employed by the applicant organization, you must have a formal written agreement with the project director that specifies an official relationship between the parties even if the relationship does not involve a salary or other form of remuneration.

8. Primary Contact/Grant Administrator

Provide the name, title, and contact information for the official responsible for the administration of the award (e.g., negotiating the budget and ensuring compliance with the terms and conditions of the award).

As a matter of NEH policy, the project director and primary contact/grant administrator must not be the same person.

The grant administrator (also called the “institutional grant administrator”) functions as the representative of the recipient organization. This individual should have authority to act on the organization’s behalf in matters related to the administration of the award. The institutional grant administrator must sign or countersign financial reports and prior approval requests such as budget revisions, extensions to the period of performance, and changes in key personnel.

NEH will address official correspondence (for example, the offer letter or Notice of Action) to the institutional grant administrator and copy the project director.

9. Authorized Representative

Provide the name, title, and contact information for the authorized organization representative (AOR) who is submitting the application on behalf of the institution. This person, often called an “authorizing official,” is typically the institution’s president, vice president, executive director, board chair, provost, or chancellor. The institution’s Grants.gov E-Business Point of Contact must designate the AOR. See the [Grants.gov Online User Guide](#).

Supplementary Cover Sheet for NEH Grant Programs (Grants.gov form)

1. Project Director

Select the project director’s major field of study from the drop-down menu.

2. Institutional Information

Select your institution type from the drop-down menu.

3. Project Funding

Enter \$6,600 in outright funds.

4. Application Information

Indicate whether you or others will submit complementary proposals to other NEH programs, government agencies, or private entities. If so, specify when and to whom. NEH will not consider this information when evaluating the merits of your proposal. See [C3. Other Eligibility Information](#) for restrictions regarding overlapping costs.

For type of application, check “new.”

Select the project’s primary discipline from the drop-down menu. If applicable, select the project’s secondary and tertiary disciplines.

Project/Performance Site Location(s) Form (Grants.gov form)

Provide the primary location and any other locations where you will conduct project activities during the period of performance.

Enter [congressional districts](#) using the two-letter state abbreviation followed by your three-character district number. For example, if your institution is in the 5th congressional district of Alabama, enter “AL-005.” If your institution is in a state or U.S. jurisdiction that does not have districts, enter “000” in place of the district number. If your institution is outside the U.S., enter “00-000.”

The form has space for 300 sites. If your project includes additional locations, list them in a separate document. Save the document as a PDF named additionallocations.pdf and attach it under “Additional Locations.”

Attachments Form (Grants.gov form)

You will upload your [Attachments](#) to Grants.gov using this form. The form accommodates up to fifteen attachments. **Attachments must be in Portable Document Format (.pdf).** Convert all non-PDF files (i.e., Word, Excel, images) to PDFs. If an attachment contains multiple documents, merge them into a single file, not a PDF portfolio. Be aware that, occasionally, converting a document to PDF may alter its size. Do not attach files that have been password-protected, encrypted, or digitally signed. You must remove all such security features before attaching your files. Failure to do so may result in your application being rejected.

Do not attach portfolios containing multiple PDFs.

Consult the [Application Components Table](#) to name and sequence your attachments so that NEH can easily identify them. Grants.gov may reject your application if:

- file names exceed 50 characters
- multiple files have the same name
- file names include characters other than the following: A-Z, a-z, 0-9, underscore, hyphen, space, period, parentheses, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semicolon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign

Grants.gov may accept and validate your application even if you are missing required components or have formatted them incorrectly. You must ensure that you have formatted, attached, and submitted all required components correctly. If you have not, NEH may reject your application as incomplete or nonresponsive.

Learn about [Adobe software compatibility with Grants.gov](#) and ensure that you can use your version of Adobe Acrobat Reader to download, complete, and submit your application.

3. Unique Entity Identifier and System for Award Management

Before applying, your organization must register with the [System for Award Management \(SAM\)](#) and [Grants.gov](#). [Learn more about this multistep process.](#)

NEH encourages organizations with SAM registrations to check the validation of their UEI well in advance of the deadline to ensure that they are accurate, current, and active. If your SAM registration is not active and current at the time of Grants.gov submission, NEH will reject your application.

Allow several weeks to register with SAM and Grants.gov. NEH will not waive the online submission requirement or extend the application deadline to allow additional time for you to complete registration with SAM or Grants.gov.

Login.gov

If you have not already done so, you must create a [Login.gov](#) user account to register and log in to SAM and Grants.gov. Login.gov is a secure sign-in service used by the public to sign in to participating government agencies. [Create and link your account now.](#)

System for Award Management (SAM)

Your organization must register with the [System for Award Management \(SAM\)](#) and maintain an active SAM registration with current information while you have an active federal award or a pending application with a federal agency. See [2 CFR § 25.110](#) for exceptions. SAM will assign your organization a [Unique Entity Identifier](#).

When registering or renewing in SAM, the system will prompt you to review and agree to financial assistance certifications and representations, as required by [2 CFR § 200.209](#).

If your SAM registration is not active and current at the time an award is made, NEH may determine that you are not qualified to receive an award and use that determination as a basis for making an award to another applicant.

[Check the status of your SAM.gov registration.](#)

Contact the [Federal Service Desk](#) if you have questions.

Grants.gov

You must register with [Grants.gov](#) using your Login.gov credentials before applying. You must submit your application using [Grants.gov Workspace](#) or a Grants.gov system-to-system solution. Workspace is a shared, online environment where team members may simultaneously access and edit forms within a grant application.

After you register and create an [Organizational Applicant Profile](#), Grants.gov will email your E-Business Point of Contact to assign the appropriate roles to individuals within your organization. This includes the authorized organization representative (AOR), who will give you permission to complete and submit applications on behalf of your organization.

If you have previously registered with Grants.gov, confirm that your registration is still active and that your AOR is current.

Contact [Grants.gov Applicant Support](#) or consult the [Grants.gov Online User Guide](#) and its [library of instructional videos](#) if you have questions.

4. Submission Dates and Times

There will be three deadlines under this notice:

- March 13, 2024, at 11:59 p.m. Eastern Time
- July 10, 2024, at 11:59 p.m. Eastern Time
- November 13, 2024, at 11:59 p.m. Eastern Time

Applications must be complete, comply with length and formatting requirements, and be validated by Grants.gov under the correct funding opportunity prior to the deadline to be considered under this notice. See the [late submission policy](#) for the limited situations when NEH might accept an application submitted after the deadline.

It is your responsibility to confirm that Grants.gov and subsequently NEH have received your application. [Check your Grants.gov application status](#). eGMS, NEH's online grant management system, will send you an automatically generated email upon receipt of your proposal.

When NEH receives your application, the agency will assign it a tracking number beginning with DR-. A tracking number does not guarantee that your application is free of technical problems (such as missing attachments or failure to convert attachments to PDFs). If your files are not correctly formatted, eGMS will reject your application and notify you by email. eGMS cannot detect errors such as missing components or excess pages.

NEH recommends you submit your application at least 48 hours prior to the deadline so you have time to correct technical errors eGMS identified or you discover. It is your responsibility to correct errors prior to the deadline.

NEH will not comment on the status of your application except regarding matters of eligibility, completeness, and responsiveness.

5. Intergovernmental Review

This funding opportunity is not subject to intergovernmental review under [Executive Order 12372](#).

6. Funding Restrictions

You may not use awards made under this notice for the following purposes:

- books whose underlying research was not supported by one of the referenced NEH programs
- books that were first published (either in print or digitally) prior to 2017, unless the application is for an otherwise-permitted reissue or new edition
- edited collections
- books for children or young adults, self-help books, textbooks, or books centered on pedagogical theory and strategies
- costs for activities performed by federal entities or personnel
- promotion of a particular political, religious, or ideological point of view
- advocacy of a particular program of social or political action
- support of specific public policies or legislation
- lobbying

- projects that fall outside of the humanities; the creation or performance of art; creative writing, autobiographies, memoirs, and creative nonfiction; policy studies; and social science research that does not address humanistic questions and/or utilize humanistic methods

Applications including unallowable costs or activities may be judged nonresponsive and returned without review.

See [2 CFR 200 Subpart E - Cost Principles](#) for other unallowable costs.

E. Application Review Information

1. Review and Selection Process

NEH program staff, in collaboration with the NEH Office of Grant Management, will screen proposals for completeness, eligibility, and responsiveness, and make funding recommendations to the NEH Chair. The Chair considers the advice provided by program staff and, by law, makes all funding decisions.

2. Assessment of Risk and Other Pre-Award Activities

Following the Chair's initial selection of applications for support, the NEH Office of Grant Management (OGM) conducts a risk assessment for selected applications. OGM will consider the applicant's past performance, if applicable; analyze the project budget; assess the applicant's management systems; confirm the applicant's continued eligibility; and evaluate compliance with [public policy requirements](#). This assessment guards against the risk that federal financial assistance might be wasted, used fraudulently, or abused.

OGM may request that you submit additional programmatic or administrative information (such as an updated budget or supporting documentation) or undertake certain activities (such as negotiating an indirect cost rate) in anticipation of an award. Such requests do not guarantee that NEH will make an award.

After completing its risk assessment, NEH will determine whether making an award would be consistent with the agency's risk management policy, whether it must impose any special terms and conditions, and what funding level is appropriate. NEH may elect not to issue awards to applicants with management or financial instability that affects their ability to comply with the terms and conditions of the award ([2 CFR § 200.206](#)).

Award decisions are discretionary and are not appealable to any federal official or board.

4. Anticipated Announcement and Award Dates

NEH will notify applicants of funding decisions by email approximately four months after the deadline. This notification is not an authorization to begin performance or incur related costs.

F. Federal Award Administration Information

1. Federal Award Notices

If NEH selects your application for an award, the NEH Office of Grant Management will send award documents to the institutional grant administrator and project director through eGMS Reach approximately four months after the deadline.

[Learn more about managing an NEH award.](#)

2. Administrative and National Policy Requirements

Each award is subject to [2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#), the [General Terms and Conditions for Awards to Organizations \(for grants and cooperative agreements issued January 1, 2022 or later\)](#), and any specific terms and conditions that NEH places on the award in the Notice of Action.

Debarment, suspension, ineligibility, and voluntary exclusion certification

By applying, you certify that neither your institution nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

You must comply with [2 CFR §§ 180.335](#) and [.350](#) with respect to providing information regarding all debarment, suspension, and related offenses information, as applicable.

If you cannot attest to the statements in this certification, explain why not in [Attachment 3: Explanation of delinquent federal debt](#).

Providing access to NEH-funded products

NEH strives to make the products of its awards available to the broadest possible audience by providing ready and easy access to its grant products to scholars, educators, students, and the American public.

You must comply with [Section 504 of the Rehabilitation Act of 1973](#), which prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance. Consult [Design for Accessibility: A Cultural Administrator's Handbook](#).

Copyright information

Subject to applicable law, you may copyright work that you develop or acquire under an award. In accordance with [2 CFR § 200.315\(b\)](#), NEH reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes, and to authorize others to do so. NEH has typically exercised this right in consultation with recipients to publish excerpts of grant products in [Humanities](#) magazine or on its website.

Acknowledging NEH support

Materials publicizing or products resulting from NEH-funded activities must contain an acknowledgment of NEH support. Consult [Acknowledgment and Publicity Requirements for NEH Awards](#) and [Publicizing Your Project](#) for guidance.

Program income

If your NEH-supported activities generate income during the period of performance, you must use it for additional approved project-related activities. See [2 CFR § 200.307](#) for income that you generate after the period of performance.

Eliminate waste, fraud, and abuse

Help NEH eliminate fraud and improve management by reporting allegations or suspicions of waste, fraud, abuse, mismanagement, research misconduct (fabrication, falsification, plagiarism), or unnecessary government expenditures to the [NEH Office of the Inspector General](#).

Termination

NEH reserves the right to terminate awards consistent with [2 CFR § 200.340](#).

3. Reporting

If you receive an award, you must complete required reports in eGMS Reach, the NEH online grant management system, unless otherwise instructed. NEH will provide further information in the Notice of Action.

Final Reports. You must submit a final Federal Financial Report (SF-425) and a final performance report within 120 calendar days after the period of performance ends. The final performance report collects information relevant to progress on program-specific goals; impact of the overall project; the degree to which you achieved the mission, goals, and strategies outlined in the approved application; your objectives and accomplishments; barriers encountered; and your overall experiences during the period of performance.

Learn more about [performance reporting requirements](#) and [financial reporting requirements](#).

G. Agency Contacts

If you have questions about the program, contact:

Office of Digital Humanities
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506
odh@neh.gov

If you have questions about administrative requirements or allowable costs, contact:

Office of Grant Management
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506
202-606-8494
grantmanagement@neh.gov

If you are deaf or hard of hearing, you can contact NEH using telecommunications relay at 7-1-1.

If you have questions about registering or renewing your registration with Login.gov or SAM.gov, contact the Federal Service Desk, Monday – Friday, 8:00 a.m. to 8:00 p.m. Eastern Time, at:

[Federal Service Desk](#)

U.S. calls: 866-606-8220

International calls: +1 334-206-7828

For assistance in registering with or submitting your application through Grants.gov, contact:

[Grants.gov Applicant Support](#)

U.S. calls: 1-800-518-4726

International calls: +1-606-545-5035

support@grants.gov

Always obtain a case number when calling for support.

H. Other Information

Privacy policy

NEH solicits the information in this Notice of Funding Opportunity under the authority of the National Foundation on the Arts and Humanities Act of 1965, as amended, [20 U.S.C. 951, et seq.](#) Disclosure of the information is voluntary. The principal purpose for which NEH will use the information is to process the application, which may include determining eligibility, evaluating the application, selecting recipients, and administering the award program. Panelists and other third parties may assist in the evaluation of applications, in which case NEH will take appropriate security measures with respect to the information provided to such individuals for review. NEH may also use or disclose the information it collects as required by law and for governmental purposes such as statistical research, analysis of trends, Congressional oversight, and the other routine uses set forth in the systems of records notice (“SORN”) published by NEH in the Federal Register. NEH ordinarily will not publicly disclose the contents of applications that NEH does not select for funding, except as set forth in the SORN. Failure to provide the information solicited in this Notice may result in rejection of the application.

Application completion time

The Office of Management and Budget requires federal agencies to supply information on the time needed to complete forms and also to invite comments on the paperwork burden. NEH estimates that on average it takes sixty hours to complete an application. This estimate includes time for reviewing instructions; researching, gathering, and maintaining the information needed; and completing and reviewing the application. Time needed may vary from program to program.

You may send any comments regarding the estimated completion time or any other aspect of this application, including suggestions for reducing the completion time, to the Chief Funding Opportunity Officer at grantmanagement@neh.gov. According to the [Paperwork Reduction Act of 1995](#), no persons are required to respond to a collection of information unless it displays a valid OMB number. The OMB Control Number for this Notice of Funding Opportunity is 3136-0134, expiration date October 31, 2024.