



NATIONAL ENDOWMENT FOR THE HUMANITIES

Notice of Funding Opportunity

Funding Opportunity Title: NEH-Mellon Fellowships for Digital Publication

Funding Opportunity Number: 20230419-FEL

Funding Opportunity Type(s): New

Federal Assistance Listing Number: 45.160

Application Deadline: April 19, 2023

**Ensure your Grants.gov registration and password are current.
NEH will not grant deadline extensions for lack of registration.**

Division of Research Programs
Telephone: 202-606-8200
Email: fellowships@neh.gov
Federal Relay: 7-1-1

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

Executive Summary

The National Endowment for the Humanities (NEH) Division of Research Programs is accepting applications for the NEH-Mellon Fellowships for Digital Publication program. This program supports individual scholars pursuing significant humanities projects that require digital expression and publication. It provides recipients time to conduct research, prepare publications, and develop and incorporate multimedia or interactive components using existing technologies and platforms. Recipients must publish their products in digital form. Outcomes include, but are not limited to, monographs, peer-reviewed articles, websites, virtual exhibitions, translations with annotations or a critical apparatus, and critical editions.

Funding Opportunity Title	NEH-Mellon Fellowships for Digital Publication
Funding Opportunity Number	20230419-FEL
Federal Assistance Listing Number	45.160
Optional Draft Deadline	February 28, 2023, 11:59 p.m. Eastern Time
Application Deadline	April 19, 2023, 11:59 p.m. Eastern Time
Anticipated Award Announcement	December 2023
Anticipated FY 2024 Funding	Approximately \$300,000
Estimated Number and Type of Awards	Approximately 5 grant(s)
Award Amounts	\$30,000 to \$60,000
Cost Sharing/Match Required	No
Period of Performance	6 to 12 months starting between January 1, 2024, and September 1, 2024.
Eligible Applicants	Individuals See C. Eligibility Information for additional information.
Program Resource Page	NEH-Mellon Fellowships for Digital Publication
Pre-Application Webinar	January 26, 2023, 2:00 p.m. Eastern Time Registration required
Published	December 21, 2022

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A. Program Description

1. Purpose

Through NEH-Mellon Fellowships for Digital Publication, the National Endowment for the Humanities and the Mellon Foundation jointly support competitive awards granted to individual scholars pursuing interpretive research projects that require digital expression and publication. To be considered under this opportunity, your plans for digital publication must be integral to your project's research goals. That is, you must conceive the project as a digital publication because the research topics and methods demand presentation beyond traditional print. Competitive submissions embody exceptional research, rigorous analysis, and clearly articulate a project's value to humanities scholars, general audiences, or both.

NEH-Mellon Fellowships for Digital Publication provide recipients time to conduct research and develop digital publications. Successful projects will likely incorporate images, video, audio, manipulatable elements, datasets, and/or other multimedia materials or flexible reading pathways not possible in traditionally published books. Successful projects also typically have an active dissemination plan. Products must be published digitally and could include monographs, peer-reviewed articles, websites, virtual exhibitions, translations with annotations or a critical apparatus, and critical editions. Projects may be at any stage of development.

NEH invites research applications from scholars in all disciplines of the humanities and related subfields of the social sciences, and it encourages submissions from independent and junior scholars.

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

See [E1. Review Criteria](#) for the criteria NEH will use to evaluate applications under this notice.

2. Background

NEH offers this funding opportunity under the authority of [20 U.S.C. § 956](#). Awards are subject to the [NEH Fellowships and Awards for Faculty Terms and Conditions](#).

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

NEH seeks new applications in response to this notice. You may revise and resubmit previously rejected applications.

NEH will provide funding in the form of grants.

2. Summary of Funding

Award amounts

The amount of the stipend is \$5,000 per month. The maximum award is \$60,000 for a twelve-month period of performance. The period of performance must be continuous, and your level of effort must be full time for the fellowship's duration.

Successful applicants will be awarded outright funds, which are not contingent on additional funding from other sources.

NEH anticipates approximately \$300,000 to fund an estimated 5 recipients.

NEH will not determine the amount available until Congress enacts the final FY 2024 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

You may request a period of performance between six and twelve months with a start date between January 1, 2024, and September 1, 2024.

The period of performance is the span of time during which you are committed to working on your NEH-supported project. You should request a period of performance that suits your schedule and the needs of your project. Requesting a shorter period of performance will not improve your chances of receiving an award.

Your period of performance must start on the first day of the month and end on the last day of a month.

C. Eligibility Information

1. Eligible Applicants

Individuals who meet the following requirements:

Citizenship

U.S. citizens, whether they reside inside or outside the United States, are eligible. Foreign nationals who have lived in the United States or its jurisdictions for at least the three years prior to the application deadline are also eligible. Foreign nationals who take up permanent residence

outside the United States any time between the application deadline and the end of the period of performance will forfeit their eligibility. Leaving the U.S. on a temporary basis is permitted.

Currently enrolled students

If you have satisfied all the requirements for a degree and are awaiting its conferral, you are eligible, but you must include a letter from the dean of the conferring school or your department chair attesting to your status as of the application deadline in [Attachment 8: Degree conferral](#).

2. Cost Sharing

Cost sharing is not required in this program.

3. Other Eligibility Information

You may revise and resubmit previously rejected applications, which NEH will assess using the [same criteria](#) as others in the current competition.

Concurrent Applications

You may apply to only one of the following programs in a given federal fiscal year:

- [Fellowships](#)
- [Awards for Faculty at Hispanic-Serving Institutions, Historically Black Colleges and Universities](#), and [Tribal Colleges and Universities](#)
- [NEH-Mellon Fellowships for Digital Publication](#)
- [Fellowships for Advanced Social Science Research on Japan](#)

However, you may compete concurrently in NEH-Mellon Fellowships for Digital Publication and the following programs for individuals each year:

- [Public Scholars](#)
- [Summer Stipends](#)
- [Dynamic Language Infrastructure - Documenting Endangered Languages Fellowships](#)
- NEH-funded [Fellowships at Independent Research Institutions](#)

Each competition has distinct application requirements. Refer to the relevant Notice of Funding Opportunity.

Projects previously supported by NEH

You may not apply for funding for a project previously supported by any of the following programs:

- [Fellowships](#)
- [NEH-Mellon Fellowships for Digital Publication](#)
- [Public Scholars](#)
- [Awards for Faculty at Hispanic-Serving Institutions, Historically Black Colleges and Universities](#), and [Tribal Colleges and Universities](#)
- [Dynamic Language Infrastructure - Documenting Endangered Languages Fellowships](#)
- [Fellowships for Advanced Social Science Research on Japan](#)

You may apply for funding for a project previously supported by a two-month NEH [Summer Stipend](#). In such a case, NEH will review the accomplishments from the previous award to

determine whether the project warrants additional funding. If the current application includes work proposed in the previously funded Summer Stipend, you must address this overlap in your work plan. NEH may support complimentary but not identical activities previously supported by a Summer Stipend.

Dissertation revisions

You may seek funding for a project based on a completed dissertation. You must state in your narrative that the proposal is to revise a dissertation and explain how the new project moves beyond the original.

Concurrent grants from other organizations

You may simultaneously hold an NEH fellowship and fellowships or grants from institutions other than NEH—including sabbaticals and grants from their own institutions—in support of the same project during your period of performance.

Collaborative projects

This program is designed for individual researchers; awards may not be divided. If you are seeking funding for more than one scholar in a collaborative project, each individual must:

- submit a separate application specifying their individual contribution (Peer reviewers will evaluate each application on its own merits.)
- independently meet the eligibility requirements
- clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other(s)

Applicants who are seeking funding only for themselves but who are working as part of a collaborative team are also eligible. If more than one member of a collaborative project applies for this individual award, NEH will consider each application separately.

Collaborating scholars affiliated with or sponsored by an eligible institution may wish to apply to the [Collaborative Research](#) program.

Organizations

Organizations may not apply on behalf of scholars and NEH will not transfer awards to a recipient's institution. If you elect to have your stipend paid through your institution, the institution must remit all NEH funds to you and not take an allowance or claim indirect costs.

Other restrictions

- You may not submit multiple applications under this notice. If you submit your application more than once prior to the application deadline (including submitting to the wrong funding opportunity number or making corrections/updates), NEH will accept your last validated submission, under the correct funding opportunity number, prior to the Grants.gov application deadline as the final and only acceptable application.
- If you accept an NEH-Mellon Fellowship, any pending Summer Stipends, Public Scholars, or DLI-Documenting Endangered Languages program application you have submitted for the same project will be automatically withdrawn.
- You may not serve as the project director or key personnel on an NEH institutional award while working full time on an NEH individual award.

- You may not hold two or more NEH individual awards with overlapping periods of performance (for example, an Awards for Faculty and a Summer Stipend) or in support of the same activities. NEH will not delay the period of performance beyond the stated timelines of this NOFO to accommodate overlapping individual awards.

NEH does not make 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.

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 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 20230419-FEL. 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 to submit your application. See [D3. Grants.gov Registration Process](#).

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

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

2. Content and Form of Application Submission

Your application will consist of a series of forms included in Grants.gov Workspace and other components that you will prepare and upload to the [Attachments Form](#). The Application Components Table below will help you prepare a complete application. You are not required to submit a budget.

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

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

Do not include attachments other than those *required* or *conditionally required* in this notice. If you do, NEH will reject your application.

Unless otherwise stipulated in specific instructions, attachments must conform to the following formatting requirements:

- pages no larger than standard letter size (8 1/2" x 11")
- at least one-inch margins on all sides for all pages
- a font size no smaller than 11-point
- a standard Roman font (e.g., Arial, Georgia, Helvetica, or Times New Roman)
- single-spacing
- any standard citation style is acceptable; citations are included in page counts

NEH has assigned each application component one of the following designations:

- Required: You must submit this component.
- Conditionally Required: You must submit this component if your proposal meets the specified conditions.

In addition, NEH has established page limits for some application components:

- Mandatory: You must not exceed the page limit.
- Suggested: NEH encourages, but does not require, you to abide by the page limit.

Application Component Table

Application Component	File Name	Designation	Page limits
Grants.gov forms			
SF-424 Application for Federal Assistance - Individual		Required	
NEH Supplemental Information for Individuals Form		Required	
Project/Performance Site(s) Location Form		Required	
Attachments Form		Required	
Attachments			
1: Narrative	narrative.pdf	Required	3 (mandatory)
2: Work plan	workplan.pdf	Required	1 (mandatory)
3: Description of digital project design	description.pdf		5 (mandatory)
4: Bibliography	bibliography.pdf	Required	1 (mandatory)
5: Résumé	resume.pdf	Required	2 (mandatory)
6: Letters of community support	communitysupport.pdf	Conditionally required	2 per stakeholder (suggested)
7: Appendices	appendices.pdf	Conditionally required	See instructions
8: Degree conferral	degreeconferral.pdf	Conditionally required	
9: Explanation of delinquent federal debt	delinquentdebt.pdf	Conditionally required	

SF-424 Application for Federal Assistance – Individual

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

5a-d. Applicant Information

a.-c. Provide your name, telephone number, email address, and mailing address. You must include an email address in the “Email” field, even though it is not highlighted as a required field. NEH will use this address to notify you of the outcome of your application.

Provide your mailing address. Note: Your ZIP code must include the four-digit extension preceded by a hyphen. If you do not know your four-digit extension, use “-0000” (four zeros). Indicate your citizenship status with an “X.”

d. Provide your [congressional district](#) with your two-character 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.” If you do not have an institutional affiliation, enter your primary congressional district.

6. Project Information

a. **Project Title:** Provide your project’s title. It should be brief (no more than 125 characters, including spaces). Successful applications typically have titles that are descriptive of the project and easily understood by the general public. Avoid using a title that requires clarification by the subtitle. When possible, include places and dates indicating a project’s scope. NEH reserves the right to retitle funded projects for clarity when announcing its funding decisions and in its own reports and communications, but you may use your preferred title for any award products.

b. **Project Description:** Provide a brief description of your project. It should be written for a non-specialist audience and clearly state the importance of the proposed work and its relation to larger issues in the humanities. This description will appear on your application cover sheet and will serve as a project abstract during the review process. Do not exceed one thousand characters, including spaces. If you exceed one thousand characters, including spaces, Grants.gov may reject your application or cut off your project description at the thousand-character limit.

c. **Proposed Project:** List the start and end dates for your project. Your period of performance must start on the first day of a month and end on the last day of a month. It must be between six and twelve months, and it must be full-time and continuous. Because award amounts depend on the number of months of work that you specify, the dates that you enter here will determine the maximum amount of your award. You may change your start and end dates if you receive an award, but the change must not increase the approved amount. For more information on how NEH calculates awards, see [B2. Summary of Funding](#).

7. Signature

By clicking on the “I Agree” box, you certify the following:

1) You are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency, and have not—within the three years preceding the submission of this application—been convicted of or had a civil judgment rendered against you for commission of fraud or a criminal offense in connection with a public (federal, state, or local) transaction or a contract under a public transaction; for violation of federal or state antitrust statutes; for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; had any public transactions terminated for cause or default; and are not presently indicted for or otherwise criminally or civilly charged by a governmental entity with any of the preceding offenses. See [2 CFR 180](#) and [3369](#).

2) You are not delinquent in the repayment of any federal debt, or you are providing explanatory information about any delinquency. Examples of relevant debt include student loans, delinquent taxes, delinquent child support payments, and delinquent payroll taxes for household or other employees. See [OMB Circular A-129](#).

3) You will comply with the [NEH Fellowship and Awards for Faculty Terms and Conditions](#).

Click the “Save” button at the top of the form to save your work and return to the main menu.

NEH Supplemental Information for Individuals Form

This form requests additional professional information about you, your institution (if affiliated), and your references.

Field of Project

Using the drop-down menu, indicate the field(s) of your project. You may select one, two, or three fields. If you select more than one, list the primary field first. Program staff will consider this information when assigning your application to a review panel.

Project Director Field of Study

Using the drop-down menu, choose the field of study that best describes your area of expertise.

Address Information

Indicate whether the address that you provided on the [Application for Federal Assistance SF 424 – Individual](#) form is your home or work address.

Institutional Affiliation

If you are not affiliated with an institution of higher education, click “No” and continue to the Status section. If you are affiliated with an institution of higher education, complete the information for that institution. If you have an institutional affiliation, you must include your institution’s Unique Entity Identifier (UEI), omitting hyphens. You can request this number from your institution’s sponsored research office; using it ensures that NEH identifies your institution correctly in the materials we provide to external reviewers.

Status

You do not have to be a professional scholar to apply to this program. Nonetheless, for purposes of processing, indicate your status as a junior scholar or senior scholar. Junior scholars are those who are seven years or fewer beyond the day they received their highest formal degree; senior scholars are those who are more than seven years beyond the day they received their highest degree.

Reference Letters

Provide the names, email addresses, and affiliations for your two references. **Enter only one email address for each.** If you provide two email addresses for a reference, NEH will be unable to contact them. You are responsible for providing accurate email addresses. NEH’s grants management system will use the addresses exactly as you enter them.

See [Section D7. Other Submission Requirements](#) for instructions and deadlines for the submission of reference letters and confirmation of their receipt by NEH.

Nominating Official

Leave this section blank.

Project/Performance Site Location(s) Form

Provide the primary location and any other locations where the project activity will occur **during the period of performance.** This form allows for the collection of multiple performance sites. If you need to add more project/performance site locations than the form allows, enter the information in a separate file and add it to the "Additional Locations" section.

Instructions for each requested data element may be viewed by positioning your cursor over the blank field.

Include only sites where you are reasonably certain at the time of application that you will conduct project activities. It is possible to add sites later. For “Organization,” you may substitute a brief description of locations that do not have a formal organizational name (e.g., “Residence of applicant” or “Interview site in Chicago to be determined.”)

Enter congressional districts using the two letter state abbreviation followed by your three-character district number. For example, if your work site is in the 5th congressional district of Alabama, enter “AL-005.” If it 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.”

Include only sites where you are reasonably certain at the time of application that you will conduct project activities. It is possible to add sites later. For “Organization,” you may substitute a brief description of locations that do not have a formal organizational name (e.g., “Residence of applicant” or “Interview site in Chicago to be determined.”)

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

This form accommodates up to fifteen attachments. **Attachments must be in Portable Document Format (.pdf).** Convert all non-PDF files (e.g., Word, Excel, images, etc.) to PDFs. If an attachment contains multiple documents, merge them into a single file. Occasionally, converting a document to PDF may alter its length. If applicable, you must ensure that all attachments are within the mandatory page limits.

Do not attach portfolios containing multiple PDFs.

NEH cannot accept security-enhanced PDFs (e.g., XFA files, PDFs that include password-protection, encryption, digital signatures, etc.). Remove these features (“flatten” these files) before uploading to Grants.gov.

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 are more than 50 characters; if you use the same name for multiple files; or if 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.

Attachment 1: Narrative (required)

Compose a narrative that provides a comprehensive description of your proposed project. Your narrative should be succinct, well organized, and free of technical terms and jargon so that peer reviewers can understand the proposed project.

You must limit the narrative to three single-spaced pages. Images, charts, diagrams, footnotes, and endnotes are allowed if they fit within the three-page limit.

NEH has aligned each section with a primary corresponding review criterion, but note that the criteria can be relevant in more than one section and that, taken together, the parts of the narrative should form a coherent whole. Refer to [E1. Review Criteria](#).

Use the following section headings, providing the information indicated.

Name the file narrative.pdf.

Significance and contribution (aligns with [review criterion 1](#))

State the project's thesis or claim and provide an overview, explaining the basic ideas, problems, or questions examined by the study. Describe the intellectual significance of the proposed project, including its value to humanities scholars, general audiences, or both. Explain how the project will complement, challenge, or expand relevant existing studies in the field. Explain why digital publication is essential to your project and how you will present your scholarship to benefit the intended audiences.

Organization, concepts, and methods (aligns with [review criterion 2](#))

Explain how your proposed research will help you resolve the problems or questions you are examining. Describe your argument's theoretical framework and explain how your proposed research will advance it. Explain your concepts and your terminology. Describe and discuss your sources.

Indicate the current state of the project and the part or stage of it that a NEH fellowship would support. Explain the digital methods and the reasons for choosing a particular technology, platform, or software. Include how the project's design supports your argument. Use this section for the rationale behind the design; a chapter outline may be included in [Attachment 3: Description of digital project design](#). Identify any data your project will generate or collect and, if relevant, describe how you will address public access, privacy, confidentiality, security, intellectual property, and other rights or requirements. Identify any data your project will generate or collect and, if relevant, describe how you will address public access, privacy, confidentiality, security, intellectual property, and other rights or requirements.

For editions and translations, describe the project's scholarly apparatus (e.g., introduction, annotations, and paratextual material). If you are applying to translate a work into English and other English translations already exist, provide a rationale for a new translation. You must also provide a rationale for projects resulting in works that will be written in a language other than English.

If you are proposing a dissertation revision, state this and explain the changes, revisions, and expansions you plan, and how they will improve the original work.

Competencies, skills, and access (aligns with [review criterion 4](#))

Explain your competence or background in the subject area of your project. If the area of inquiry is new to you, explain your reasons for working in it and your qualifications to do so. Provide a self-assessment of your expertise in digital humanities methods and the technologies required by your project. Identify any institutional support for your project. If appropriate, specify the level of competence in any language needed for the study. Describe where you will conduct the study and what research materials you will use. If relevant, specify the arrangements for access to archives, collections, or institutions that contain the necessary resources.

Final product and dissemination (aligns with [review criterion 5](#))

Describe the project's intended results and how it will benefit the intended audience(s). Describe how you will make the publication accessible to individuals with disabilities, including multimedia or interactive elements. Explain how your work will be evaluated prior to or after publication, such as through peer review. Identify where and how the digital publication will be accessed, when it will be available, and how it will be disseminated. If the project has a website, provide the URL. While you are not required to have a publication contract in place at the time of application, if you are in discussions with a press or hosting institution, you can mention it here.

NEH expects that recipients will maintain and preserve digital publications resulting from its awards to ensure their long-term availability. To that end, describe how you or your hosting institution will sustain and support your project's digital publication beyond the period of performance. Indicate how long it will be maintained and who will be responsible for active maintenance and eventual preservation.

If the final publication will appear in a language other than English, explain how this will affect access and dissemination.

Guidance for Narrative, Work plan, Bibliography, Résumé, and Appendices

To ensure that you fully address the review criteria, this table provides a crosswalk between the application components and the review criteria.

Attachment 1: Narrative	Review Criteria
Significance and contribution	<u>1</u>
Organization, concepts and methods	<u>2</u>
Competencies, skills, and access	<u>4</u>
Final product and dissemination	<u>5</u>
Application Component	Review Criteria
Attachment 2: Work plan	<u>3</u>
Attachment 3: Description of digital design	<u>2</u>
Attachment 4: Bibliography	<u>2</u>
Attachment 5: Résumé	<u>4</u>
Attachment 6: Letters of community support	<u>2</u>
Attachment 7: Appendices	<u>2</u>

Attachment 2: Work plan (required)

Indicate the current state of the project and the part or stage of it that will be supported by the fellowship. Provide a work plan (in increments of three months or fewer) describing what you will accomplish during the period of performance, where you will be, and how you will spend your time. Your work plan must be based on a full-time commitment to the project; part-time work is not allowed. If you do not anticipate finishing the entire project during the period of performance, discuss your plan for completing it later.

If you will rely on institutional support or other sources to assist your work, describe this and whether funding is in place. If you and another researcher are seeking funds for the same project, explain how the work will be divided and the extent to which your work depends on your collaborator's contributions.

Your work plan should not depend heavily on factors beyond your control, such as the receipt of outside reviewers' reports from a publisher. If you plan to submit a manuscript for publication before the end of the period of performance, explain what additional work will be required and why it merits support.

Your work plan must not exceed one page. You may present this information in a table.

Your work plan will be primarily considered under [review criterion 3](#).

Name the file workplan.pdf.

Attachment 3: Description of digital project design (required)

Include only the following items, as appropriate to your proposed project:

You **must** include one or more of the following to describe the significant features of the project:

- site maps: you may include a site map, a human-readable diagram of pages of your digital project that notes the hierarchical connections between pages. Do not provide an xml sitemap.
- wireframes: you may include a wireframe, also known as a page schematic or screen blueprint, a visual guide that represents the skeletal framework of a website or digital object.
- annotated screenshots: if you have a prototype site in place, you may annotate screenshots of the prototype to explain its layout and design and indicate future changes.

Your description must not exceed five pages. Your description will be considered primarily under [review criterion 2](#). Name the file description.pdf.

Attachment 4: Bibliography (required)

Your bibliography should consist of primary and secondary sources that relate directly to the project. Include works that pertain to both the project's substance and its theoretical or methodological approaches to give a well-rounded representation of your project. Peer reviewers will use the bibliography to assess your knowledge of the subject area.

Your bibliography must not exceed a single page. Any standard bibliographic format is acceptable. Items referenced in the narrative need not appear in the bibliography if the citation in the narrative enables readers to identify the work.

Your bibliography will be considered primarily under [review criterion 2](#). Name the file bibliography.pdf.

Attachment 5: Résumé (required)

Do not submit a narrative biographical statement instead of a résumé. Include the following information:

- current and past positions
- education: list degrees, dates awarded, and titles of theses or dissertations
- awards and honors: include dates. If you have received prior support from NEH, indicate the dates of these awards and the products that resulted from them.
- publications: include full citations for publications and presentations
- other relevant professional activities and accomplishments
- level of competence in digital tools or methodologies, and if applicable, in any relevant foreign languages

Your résumé must not exceed two pages. Your résumé will be considered primarily under [review criterion 4](#). Name the file resume.pdf.

Attachment 6: Letters of community support (Conditionally required)

If your project focuses on an existing community or communities, include a letter of support from local stakeholders demonstrating that you have consulted with relevant parties in the communities where the research will be conducted. This information will be considered primarily under [review criterion 2](#).

This attachment has a suggested length of two pages per stakeholder. Name the file communitysupport.pdf.

Attachment 7: Appendices (Conditionally required)

- If you have an institutional hosting agreement in place, you may include a letter from the institutional host, such as a university repository or digital publisher. This letter should be from an official representative of the publisher or hosting institution, such as an editor, digital scholarship librarian, or preservation librarian. If you submit a letter, it must be included together with your other materials. It may not be submitted separately or added to your application after the deadline. Do not include a copy of a book contract or email correspondence with an editor or publisher.
- If you are creating an edition or translation, you must provide a sample of the original text (one page) and the edited or translated version (one page). If you plan to include annotations, your sample of the edited or translated version should include examples. **Do not exceed two pages total.**
- If you are including visual materials, you must provide a sample saved as a PDF (do not use .jpg or other common graphic formats). **Do not exceed one page.**
- If you are developing a dataset as part of your project, provide a sample saved as a PDF (do not use .css, .xlsx, or other common data formats). **Do not exceed one page.**

Your appendices must not exceed the pages limits per item.

NEH will not review applications including any other appendices.

Your appendices will be considered primarily under [review criterion 2](#). Name the file appendices.pdf.

Attachment 8: Degree conferral (conditionally required)

If you have satisfied all the requirements for a degree and are awaiting its conferral, you must include a letter from the dean of the conferring school or the department chair attesting that you have satisfied all the requirements for the degree by the application deadline.

Name the file degreeconferral.pdf.

Attachment 9: Explanation of delinquent federal debt (conditionally required)

If you are delinquent in the repayment of any federal debt, provide explanatory information including evidence that you have entered into a repayment agreement with the Internal Revenue Service, and that you are current on all payments due. Examples of relevant debt include student loans, delinquent taxes, delinquent child support payments, and delinquent payroll taxes for household or other employees. See [OMB Circular A-129](#).

Name the file delinquentdebt.pdf.

3. Grants.gov Registration Process

Login.gov

You must create a [Login.gov](#) user account to register and log in to 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.](#)

Grants.gov Registration and Creation of Applicant Profiles

You must submit your application via Grants.gov Workspace. To register with Grants.gov, go to <https://apply07.grants.gov/apply/register.faces>.

Once you are registered, you must add an “individual applicant” profile to apply to programs for individuals. Click on the “My Account” link, then on “Manage Profiles” and “Add Profile.” Refer to [Grants.gov’s instructions for adding a profile](#).

Grants.gov may assign a number for the Unique Entity Identifier. Do not change this number.

Grants.gov will not allow you to apply to this program until you have added an individual applicant profile. Once you have done so, the “Apply” button on the Grants.gov opportunity page will be red. Otherwise it will be grayed out.

If you previously registered with Grants.gov and created an “individual applicant” profile, you will not need to re-register. However, NEH encourages you to confirm that your account is active and that your password is current.

NEH strongly recommends that you complete your registration at least two weeks before the application deadline. If you fail to allow sufficient time to complete registration with Grants.gov, you will not be eligible for a deadline extension or waiver of the online submission requirement.

If you have problems registering with Grants.gov or adding an “individual applicant” profile, contact Grants.gov Applicant Support at 1-800-518-4726 or support@grants.gov.

4. Submission Dates and Times

Drafts

Program officers will review drafts submitted by Feb 28, 2023, at 11:59 p.m. Eastern Time. Program staff will not review drafts submitted after the deadline.

You may submit a draft of the narrative (up to three pages), the work plan, and the description of digital project design for review. If you prepare a draft, use the format stipulated in this notice.

This optional review is not part of the formal selection process and has no bearing on the final funding decision. However, previous applicants have used it to strengthen their applications. If you choose to submit a draft, send it as an attachment to fellowships@neh.gov and include “NEH-Mellon Draft” in the subject line. Staff will read only one draft per individual per deadline.

Applications

The deadline for applications under this notice is April 19, 2023, at 11:59 p.m. Eastern Time.

Applications must be complete, follow 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.

It is your responsibility to confirm that Grants.gov and subsequently NEH have received your application. [Check your Grants.gov application status](#).

When NEH receives your application, the agency will assign it a tracking number beginning with FEL-. 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, NEH's electronic grants management system, will reject your application and notify you by email. eGMS cannot detect other errors such as missing components or excess pages. NEH recommends you submit your application 48 hours prior to the deadline so that you have time to correct any technical errors. It is your responsibility to correct any errors prior to the deadline.

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

Letters of reference

Letters of reference should be submitted online no later than May 3, 2023, to be assured inclusion in the panel review. See [D7. Other Submission Requirements](#).

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:

- stand-alone video documentaries or podcasts
- stand-alone databases, digitization projects, and other projects that lack an interpretive argument
- research and writing leading to traditional print or e-book publications
- research by students enrolled in a degree program, including research for doctoral dissertations or theses
- the preparation or revision of textbooks
- curriculum development
- the development of teaching methods or theories
- the writing of books for children or young adults
- educational impact, language impact, or technical impact assessments
- inventories of collections
- the writing of guidebooks, how-to books, and self-help books
- 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

Awards in this program are made to individuals; indirect costs are unallowable. If a recipient elects to have the fellowship paid through their institution, all NEH funds must be remitted to the individual. Institutions may not take an allowance.

7. Other Submission Requirements

NEH asks you to solicit two letters of reference. Provide the names, email addresses, and affiliations for your two reference letter writers on the [NEH Supplemental Information for Individuals Form](#). Include only one email address for each letter writer in the relevant field. Ideally, letter writers should come from different institutions. Letters of reference are more highly regarded if they discuss the specific proposed activity and attest to your ability to undertake it.

If you are proposing a translation, one of your letters must be from an expert in the language(s) of your project and should assess the one-page sample translation that you are submitting with your application. Notify this reference that s/he should address the quality of the translation sample in his or her letter.

Approximately three business days after the deadline, NEH will email your letter writers, asking them to submit their letters online. They should submit their letters online not later than May 3, 2023.

You are responsible for ensuring that your letter writers receive and respond to the NEH requests for their letters by the deadline. NEH will notify you by email when it receives each of your letters of reference. **You are also responsible for providing the letter writers with relevant materials (such as a draft of the application).**

Once you receive confirmation that NEH has received your application, you may check the status of your letters by logging in to [the secure area of NEH's website](#). Enter your NEH application number and your Grants.gov tracking number. You will be able to see the names and email addresses of your letter writers and whether NEH has received their letters. If necessary, you may send reminders to your letter writers (including the upload link) from this site.

NEH will add late letters to your application upon receipt, but it is possible that reviewers will not take them into account. If you find that you must change one or both of your letter writers after the application deadline, contact program staff at fellowships@neh.gov.

Elected government officials, NEH staff, and current members of NEH'S [National Council on the Humanities](#) may not serve as letter writers.

Missing reference letters will not disqualify an application from review.

E. Application Review Information

1. Review Criteria

Peer reviewers will use the following criteria to review applications in this program:

1. The intellectual significance of the proposed project, including its value to humanities scholars, general audiences, or both.
2. The quality of the conception, definition, organization, and description of the intellectual and digital aspects of the project and the applicant's clarity of expression.
3. The feasibility and appropriateness of the proposed work plan.
4. The quality or promise of quality of the applicant's work as an interpreter of the humanities.
5. The likelihood that the applicant will complete the project (not necessarily during the period of performance), including, when relevant, the soundness of the dissemination and access plans.

2. Review and Selection Process

NEH staff review all applications for eligibility, completeness, and responsiveness. The agency then conducts a peer review process for all eligible and complete applications.

Peer reviewers are experts in their fields with knowledge and expertise relevant to the project activities supported by the program. NEH instructs peer reviewers to evaluate applications according to the [review criteria](#) in this notice. Peer reviewers must comply with federal ethics rules governing conflicts of interest.

NEH program officers supplement the peer reviewers' comments to address matters of fact or significant points that the peer reviewers have overlooked. They then make funding recommendations to the [National Council on the Humanities](#). The National Council meets at least twice each year to review applications and advise the NEH Chair. By law, the Chair has the sole authority to make final funding decisions.

Following NEH's public [announcement of funded projects](#), you may request copies of the peer reviewers' evaluations of your proposal by contacting fellowships@neh.gov.

[Learn more about the NEH review process.](#)

3. 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; confirm the applicant's continued eligibility; and evaluate compliance with public policy requirements.

OGM may request that you submit additional programmatic or administrative information or undertake certain activities 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 make 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 you of funding decisions by email in December 2023. This is not an authorization to begin performance or incur related costs. Successful applicants must complete the NEH Individual Programs Acceptance Form, which NEH will use to determine the payment schedule.

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 through eGMS Reach beginning in December 2023.

2. Administrative and National Policy Requirements

Awards are subject to the [NEH Fellowships and Awards for Faculty Terms and Conditions](#), and any specific terms and conditions that NEH places on the award in the Notice of Action.

Delinquent Debt

NEH will not process awards for individuals with delinquent federal debt or for individuals who have been suspended, debarred, declared ineligible, or voluntarily excluded from eligibility for covered transactions by any federal department or agency. To see if you have delinquent federal debt or other exclusions recorded in SAM, go to the [SAM website](#); click on “Search” then “All Domains” then “Entity Information” and then “Exclusions” from the drop-down menu. Finally, enter your information into the “Excluded Individual” field.”

NEH may not make an award to an applicant until the applicant has complied with all applicable requirements and, if an applicant has not fully complied with the requirements by the time NEH is ready to make an award, NEH may determine that the applicant is not qualified to receive an award and use that determination as the basis for making an award to another applicant.

Debarment, suspension, ineligibility, and voluntary exclusion certification

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 9: Explanation of delinquent federal debt](#).

Providing access to NEH-funded products

As a taxpayer-supported federal agency, NEH strives to make the products of its awards available to the broadest possible audience. NEH’s goal is for scholars, educators, students, and the American public to have ready and easy access to the wide range of award products. All other

considerations being equal, NEH gives preference to projects that provide free access to the public.

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.

NEH Research Misconduct Policy

In accordance with the [Federal Policy on Research Misconduct](#), NEH established procedures for handling allegations of research misconduct applicable to both internal and external research programs. Review the [NEH Research Misconduct Policy](#).

Coordination of geographic information and related spatial data

If you request funding for the development, acquisition, preservation, or enhancement of geospatial data, products, or services, you must first conduct a due diligence search of the [Data.gov list of datasets](#) to determine whether the needed data, products, or services already exist. If not, you must produce the proposed geospatial data, products, or services in compliance with applicable [Federal Geographic Data Committee](#) guidance.

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 the [NEH Office of the Inspector General](#).

Termination

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

3. Reporting

You must submit a final performance report within 120 calendar days after the period of performance ends. The final performance report collects information relevant to the accomplishments during the period of performance; the products arising or anticipated to arise from the project; financial support apart from NEH sources; the project's impact; and acknowledgement of NEH support. You must submit it online through eGMS Reach. NEH will provide further information in the Notice of Action.

Learn more about the [reporting requirements for NEH fellowship recipients](#).

A final financial report is not required.

NEH encourages you to send copies of books resulting from research supported by NEH awards to the Division of Research. See [G. Agency Contacts](#) for contact information . In addition, NEH request you update the “Products and Prizes” tab in eGMS Reach for any publications or prizes resulting from NEH support.

G. Agency Contacts

If you have questions about the program, contact:

Division of Research Programs
National Endowment for the Humanities
400 Seventh Street, SW
Washington, DC 20506
202-606-8200
fellowships@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 Federal 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 at:

[Grants.gov Applicant Support](#)
Telephone: 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

Related funding opportunities

If your digital project requires collaboration from multiple scholars, you should consider applying to the [Collaborative Research](#) program’s Scholarly Digital Projects track.

If you are seeking support for projects that will result in traditional printed products, you should consider applying to the [Fellowships](#) program.

If your project focuses on analyzing the role of technology in society, you should consider applying to the [Dangers and Opportunities of Technology](#) program.

If you are seeking support for a period of less than six months, you should consider the [Summer Stipends](#) program.

If you are seeking support for book-length research projects intended for general audiences, you should consider the [Public Scholars](#) program.

If you are affiliated with an eligible Hispanic-Serving Institution, Historically Black College or University, or Tribal College or University, you may wish to consider the Awards for Faculty at [HSIs](#), [HBCUs](#), and [TCUs](#) programs.

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.