



NATIONAL ENDOWMENT FOR THE HUMANITIES  
DIVISION OF EDUCATION PROGRAMS

# DIALOGUES ON THE EXPERIENCE OF WAR

## FREQUENTLY ASKED QUESTIONS

July 8, 2021

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This document covers a variety of queries regarding the *Dialogues on the Experience of War* program. Program staff members are available to answer further questions to [dew@neh.gov](mailto:dew@neh.gov).

### Eligibility and General Information

**1. May an institution submit multiple applications to the *Dialogues on the Experience of War* program?**

Yes, an institution may submit multiple applications for distinctly different projects, so long as the institution is prepared to carry them out, should more than one be funded. However, an individual may only be named as project director on one application. Overlapping project costs between two or more applications for federal funding and/or approved federal award budgets are not permitted. Each application is evaluated on its own merits. NEH might fund both applications, one, or neither. We strongly encourage you to discuss any plan for multiple submissions with a program officer.

**2. If we have previously received a *Dialogues on the Experience of War* award, may we apply again?**

Prior recipients may apply once they have completed the evaluation of their programs, but they will need to respond to additional review criteria. See section C3 of the NOFO for additional eligibility information.

**3. My project is related to the arts. How do I know whether my project is more appropriate for the National Endowment for the Arts (NEA) or the National Endowment for the Humanities (NEH)?**

NEH supports projects that provide scholarly, analytical, or historical perspectives on the arts. Projects should be rooted in humanities disciplines. Your project may include a creative

component, but NEH grant funds may not support these activities. If your project focuses on the creation of musical compositions, dance, painting, poetry, short stories, novels, or arts performance or training, then you should submit your application to NEA, not NEH.

**4. If my institution receives NEH funding, may we accept money from other sources?**

Yes. NEH encourages, but does not require, applicants to seek support from diverse sources. Overlapping project costs between two or more applications for federal funding and/or approved federal award budgets are not permitted. Submitting proposals to other funders has no bearing on how NEH reviews proposals.

## **Project Content and Design**

**5. What first steps should I take in developing a *Dialogues on the Experience of War* grant proposal?**

First, read the Notice of Funding Opportunity (NOFO) carefully, including the eligibility requirements (section C). Be sure to read the review criteria by which your application will be judged (section E1). You may wish to discuss your proposal with colleagues or consult with a grants officer at your institution, if one is available. After this preparation, contact a NEH program officer for answers to questions, advice on the proposal, and review of a preliminary sketch and/or a draft proposal. The submission of preliminary sketches and draft proposals is optional. If you wish to submit a sketch, consult section D4 of the NOFO for the deadline and the [program resource page](#) for the form to use for the sketch. Email [dew@neh.gov](mailto:dew@neh.gov) to reach NEH staff, to submit a preliminary sketch, and/or to submit a draft proposal.

**6. Are there examples of funded proposals from past NEH *Dialogues on the Experience of War* competitions?**

Yes. Please refer to the [program resource page](#) for sample proposals.

**7. What is the difference between the preparatory program and the discussion groups?**

Although they are based on the same humanities themes and may share many texts and sources, they have two distinct functions. The preparatory program trains a group of selected participants as discussion leaders. These trained discussion leaders, or some portion of them, then lead at least two discussion groups for audiences of military veterans, members of the armed services, military families, and other members of the public.

**8. What does “sustained discussion” mean? Would a film screening followed by a lengthy discussion constitute a sustained discussion program?**

*Dialogues on the Experience of War* discussion programs are meant to be educational experiences and must allow for deep engagement with the sources and full and interactive dialogue that involves each member of the group. The discussion programs must convene the participants for multiple sessions or enough time to build trust and intellectual community among the group members.

**9. When should I start consulting with humanities scholars about a project?**

As a rule, the earlier that humanities scholars are involved in a project, the better.

**10. May the project director also serve as the institutional grant administrator?**

No. The project director may not serve as the institutional grant administrator. The role of the project director must be distinguished from that of the institutional grant administrator, who functions as the representative of the recipient organization with authority to act on the organization's behalf in matters related to the administration of the award. All financial reports and prior approval requests such as budget revisions, extensions of the period of performance, and changes in key personnel must be signed or countersigned by the institutional grant administrator. Similarly, official correspondence from NEH to a recipient (for example, an offer letter, the award document, an extension, a supplement or amendment) is addressed to the institutional grant administrator and copied to the project director. The project director is the person directly in charge of the conduct of the funded project.

## **Budget**

**11. May I use a *Dialogues on the Experience of War* award to acquire equipment, materials, and supplies?**

The acquisition of equipment, materials, and supplies is allowable when it supports the primary purpose of the proposed project. For example, work on a project website may be facilitated by the purchase of a computer. *Dialogues on the Experience of War* awards may also support the purchase of materials for participants' in-depth study of a topic in the humanities or other resources (such as entrance tickets to a museum exhibition) that are likely to enhance the discussion programs.

Per [2 CFR §200.322](#), as appropriate and to the extent consistent with law, applicants should, to the greatest extent practicable under a federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

**12. May the project director use a *Dialogues on the Experience of War* award for the pursuit of independent research?**

No. NEH does, however, support independent research in the humanities through its [Fellowships](#), [NEH-Mellon Fellowships for Digital Publication](#), and [Summer Stipends](#) programs, as well as the [Public Scholars](#) program, and Awards for Faculty [at Hispanic-Serving Institutions](#), [at Historically Black Colleges and Universities](#), and [at Tribal Colleges and Universities](#).

## Application Assistance and Review

### 13. Does my institution need a grant writer to prepare an application?

No. NEH staff members are available to answer your questions and assist you as you prepare your proposal. We recommend that you first read the NOFO carefully, including the eligibility requirements in section C. Be sure to read the review criteria by which your application will be judged in section E1. After this preparation, contact an NEH program officer for answers to questions, advice on the application process, and review of a preliminary sketch or draft proposal. The submission of a sketch or draft is optional. If you wish to submit a draft, consult section D4 in the NOFO for the deadline. Please contact us at [dew@neh.gov](mailto:dew@neh.gov).

### 14. What is the deadline for submitting the application?

Applications for *Dialogues on the Experience of War* grants must be received and validated by [Grants.gov](https://grants.gov) by 11:59 p.m. Eastern Time on the deadline specified in section D4 of the NOFO. [Grants.gov](https://grants.gov) will date- and timestamp your application at the time you submit it. Applications submitted after that date will not be accepted.

NEH suggests that you submit your application no later than noon (Eastern Time) on the day of the deadline. Doing so will leave you time to contact the [Grants.gov](https://grants.gov) help desk for support, should you encounter a technical problem of some kind. The [Grants.gov](https://grants.gov) help desk is now available seven days a week, twenty-four hours a day (except on [federal holidays](#)), at 1-800-518-4726. You can also send an email message to [support@grants.gov](mailto:support@grants.gov).

### 15. How do I know if I have submitted my application successfully?

[Confirm that you successfully submitted your application](#). It is your responsibility as an applicant to confirm that [Grants.gov](https://grants.gov) and subsequently NEH have received your application.

NEH will assign a tracking number beginning with AV- to your application when it has been received by the agency. The assignment of a tracking number does not guarantee that the application is free of technical problems (such as missing attachments or failure to convert attachments to PDFs). If NEH's system detects a technical problem with your application after retrieving it from [Grants.gov](https://grants.gov), NEH will send you an email notification.

### How will my application be reviewed?

Your proposal will be reviewed based on the review criteria in section E1 of the NOFO. The NEH review process is described in Section E2 of the NOFO.

### How long must I wait to learn the outcome of my application?

Applicants will be notified of the decision by email by the date specified section E4 of the NOFO. Institutional grants administrators and project directors of successful applications will receive award documents from the NEH Office of Grant Management by email by the date in section F1 of the NOFO. Applicants may obtain reviewers' comments and evaluations of their applications by sending an email message to [dew@neh.gov](mailto:dew@neh.gov).