



NATIONAL ENDOWMENT FOR THE HUMANITIES

Frequently Asked Questions: Fellowships Open Book Program

Office of Digital Humanities
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This FAQ answers questions about fixed award amounts. For other frequently asked questions, see [the FAQ published on November 21, 2022](#).

Fixed Award Amounts

Q. The Fellowship Open Book Program (FOBP) award is a fixed amount award. What are fixed amount awards?

Fixed amount awards provide a specific amount of funding without regard to actual costs incurred by the recipient. Accountability is based on recipient performance and results, not expenditures, thereby reducing the administrative burden. The cost principles (2 CFR 200, Subpart E) do not apply but are used as a guide to determine the fixed amount. Fixed amount awards eliminate the need for proposed budgets, reviews of accounting and reporting systems, and incurred cost audits.

This type of award is suitable for the Fellowship Open Book Program as the work and costs to digitize and release e-books is predictable and consistent. The FOBP program uses this fixed award type because, unlike a typical grant, the project outcome is not only easily measurable, but identical for every project: a single e-book with a Creative Commons license and costs associated with author royalties, distribution fees, open access fees, securing rights, and promoting open access editions. Once the recipient accomplishes this outcome and final reports are submitted, the recipient has successfully met the requirements of the grant.

Q: My sponsored research office is asking if NEH requires us to track actual costs for an FOBP award like we do for our other NEH awards?

No. The FOBP award is different from other NEH programs. FOBP is a fixed amount award. The award funds are payment for your effort to produce the e-book.

Accountability is based on the meeting the required deliverables (a single e-book and the author payment). Payment is provided either as a cash advance or reimbursement and NEH does not require you to track or provide an explanation of the expenditures incurred by your organization. However, if your institution has financial monitoring requirements for fixed amount awards that exceed NEH's, you will need to adhere to them.

For additional information see [2 CFR §§ 200.1, 200.101\(b\)\(2\), 200.102\(c\), and 200.201\(b\)](#).