• What does the Institutes for Advanced Topics in the Digital Humanities program fund?
• Who is eligible to apply?
• Resources
• Application components
• Review process
• Key dates
• Contact information
INSTITUTES FOR ADVANCED TOPICS IN THE DIGITAL HUMANITIES (IATDH)

IATDH support:

• national or regional (multistate) training programs for scholars, humanities professionals, and advanced graduate students to broaden and extend their knowledge of digital humanities.

• IATDH Awards in the NEH public database

• 52 DHAGs awarded since 2018

• White papers of all past ODH awardees
IATDH Deadline:
March 5, 2020

Eligibility:
• US & territorial institutions only
• Project directors and Co-Project directors may only submit one application per deadline
• Institute faculty may be from non-US institutions
IATDH program is one of the first programs from the Office of Digital Humanities with its first awards being made in 2008.

- Conversations with humanities scholars and practitioners
- Review of existing NEH funding programs supporting professional development

Digital projects are funded across the NEH:

Which program fits my digital project? (link)
POSSIBLE TOPICS

Other NEH programs to consider:

Division of Education Programs
Seminars and Institutes
Division of Preservation and Access
Education and Training

Possible topics and areas that institutes might address include, but are not limited to

• digital scholarly communication and publishing
• advanced geospatial applications
• textual image or sound analysis
• immersive and virtual environment design for humanities research, or for computer gaming or simulations as applied to the humanities
• information aesthetics and approaches to visualizations of humanities topics and research • innovative approaches for engaging public audiences with digital humanities
• high-performance computing or supercomputing applicable for humanities research and teaching • linked open data and its applications to humanities research and teaching
• analysis of and research on the impact of digital media and culture on society
Applications must include a letter of commitment from an appropriate representative of the collaborating agency.

National Library of Medicine at the National Institutes of Health, please contact Jeffrey Reznick, History of Medicine Division, National Library of Medicine, at jeffrey.reznick@nih.gov.

Library of Congress Labs at the Library of Congress, please contact Abbey Potter, Senior Innovation Specialist in the Digital Strategy Office, at abpo@loc.gov.
ACTIVITIES WE DO NOT FUND

Detailed in the NOFO:

• digitization of collections
• graduate programs in the digital humanities
• programs that are not regional (multistate) or national in scope
• 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 (including the creation or performance of art; creative writing, autobiographies, memoirs, and creative nonfiction; and empirically based social science research or policy studies)
FUNDING

• You may apply for up to $250,000 in outright funds

• Cost sharing is not required for this program
FUNDING RATIOS

Estimated Funding for FY 2020: Up to 5 grants

<table>
<thead>
<tr>
<th>Year</th>
<th>Awards</th>
<th>Applications</th>
<th>Funded</th>
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<tbody>
<tr>
<td>2017</td>
<td>9</td>
<td>4</td>
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<tr>
<td>2018</td>
<td>17</td>
<td>3</td>
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<tr>
<td>2019</td>
<td>18</td>
<td>5</td>
<td>28%</td>
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</table>
PLANNING: START WITH THE IATDH RESOURCE PAGE

The NOFO is formerly known as the application “guidelines.”

All application materials must be received by the application deadline. Late, incomplete, or ineligible applications will not be considered for funding under this notice. Applications that exceed specified page limits will not be reviewed. See the Application Components Table.

D. Application and Submission Information

1. Application Package
You are required to apply online through Grants.gov Workspace using the Standard Form 424 (SF-424) application package associated with the funding opportunity and following the instructions provided by Grants.gov unless otherwise noted below.

The Institutes for Advanced Topics in the Digital Humanities application package is available in Grants.gov. A link to the application package can be found on the program resource page.

To request a paper copy of this announcement, please contact odh@neh.gov. Applicants who are deaf or hard of hearing (TTY users) can contact NEH via Federal Relay at 800-877-8399.
## Application Components Table

<table>
<thead>
<tr>
<th>Application Component</th>
<th>Naming convention</th>
<th>Page limits</th>
<th>Notes</th>
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<tbody>
<tr>
<td>SF-424 Application for Federal Assistance – Short Organizational</td>
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<td>NEH Supplemental Cover Sheet</td>
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<td>Project/Performance Site Location(s) Form</td>
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<tr>
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<td>Attachment 1: List of personnel</td>
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<td>Attachment 2: Narrative</td>
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<td>Attachment 3: Budget</td>
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<td>Attachment 4: Budget Justification</td>
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<tr>
<td>Attachment 5: Work plan and course outline</td>
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<tr>
<td>Attachment 6: Résumés</td>
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<tr>
<td>Attachment 7: Letters of commitment</td>
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<td></td>
<td>Required</td>
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<td>Attachment 8: Evaluations and description of updates</td>
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<td></td>
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<td>Attachment 9: Federally negotiated indirect cost rate agreement</td>
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<td>Attachment 10: Certificate regarding lobbying</td>
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<td>Attachment 11: Explanation of delinquent federal debt</td>
<td>delinquentdebt.pdf</td>
<td></td>
<td>Conditionally required</td>
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</tbody>
</table>
Six Review Criteria for Evaluation Proposals:

1. the intellectual significance of the professional development opportunity for research and teaching in the humanities;

2. the quality of the conception, definition, organization, and description of the program and the applicant’s clarity of expression;

3. the soundness of the program’s methodology and work plan, as well as the appropriateness of the digital technology being studied at the institute;

4. the regional or national reach of the program, as demonstrated by the likely impact upon the participants, and the likely broader impact of the institute curriculum and other program-related products;

5. the appropriateness of the host institution and the professional training and experience of the staff in relation to the activity for which support is requested; or projects that propose an online training component, the experience of the staff in providing online training as well as the appropriateness of the proposed online training platform;

6. the appropriateness of the project’s budget, in view of the project’s design and likely results.
• Forms
• List of participants
• **Narrative (10 pages maximum!)**
• Budget and Budget Narrative
• Additional Attachments
NARRATIVE SECTION

Significance

- Convince reviewers you have identified a topic that merits support.
- Discuss the national or regional needs that this program will serve.
- Define your audience – it probably isn’t everyone!
- Describe how this program relates to others of a similar nature that currently exist or have been conducted in the past.

Corresponds to Review Criterion 1
NARRATIVE SECTION
Curriculum and work plan

• Describe the curriculum’s design and content
• Summarize discussion topics and presentations, include assigned and recommended readings, and identify other resources and materials to be used
• Indicate the requirements for attendance; the time, location, duration, and structure of the program; and the facilities required
• Justify the proposed dates and location for your institute as related to your targeted participants
• Include a detailed work plan and schedule in Attachment 5: Work plan and course outline.

Corresponds to the Review Criteria 2 and 3
• Discuss the procedures for ensuring a robust and inclusive applicant pool.
• What are your publicity strategies, particularly for underserved audiences?
• Briefly describe the steps you will take to ensure that the institute will be accessible to individuals with disabilities.
• Explain how the curriculum and duration of the program reflect the subjects taught and the educational needs or levels of the attendees.

• Note for Prior IADTH directors: Indicate the number of applications received and number of participants selected for their most recently offered institute.
• Provide copies of all participants’ evaluations of the most recently offered project in Attachment 8: Evaluations and Description of Updates.

Participants

Corresponds to the Review Criteria 1 and 4
NARRATIVE SECTION

Institutional Profile

- Provide general information about the applicant institution or organization and explain the chosen venues.
- Describe any special facilities—such as laboratories, humanities centers, libraries, or collections—that will be made available to participants.
- If appropriate, discuss provisions for housing.
- If proposing a virtual component, describe the learning platform and other technical requirements needed to facilitate the teaching and learning environment.

Corresponds to Review Criterion 5
Identify the principal faculty, visiting lecturers, master teachers, and support staff and describe their roles, responsibilities, and qualifications.

Note for Prior IATDH Directors: Provide an explanation of how their experience as directors has shaped the project currently being proposed.

In Attachment 6: Résumés, you will include brief (two-page) résumés from staff with major responsibilities for the project’s design and implementation.

In Attachment 7: Letters of commitment, you will include letters of commitment from institute instructors.
Discuss the program’s intended results, their impact on digital humanities scholarship or teaching, and any plans for wider dissemination.

Describe any plans to facilitate discussion and collaboration among participants after the initial learning opportunity.

Explain any plans for making the institute curriculum available to an audience beyond the institute participants.

Describe the evaluation strategy for the program.

Corresponds to Review Criterion 6
Budget and Budget Justification

- Budget appropriately for staff time required to complete tasks identified—before, during, and after the institute
- Describe visiting faculty compensation
- Describe participant compensation
- Budget for attendance at the project directors meeting
- Review the detailed NOFO instructions with your office of sponsored activities or research to ensure that you are following your institutional policies and the federal regulations
- Apply your Indirect Cost Rate correctly!

Attachments 3 and 4
APPLICATION COMPONENTS

Cover Forms
List of personnel (Attachment 1)
Narrative (Attachment 2)
  - Significance
  - Curriculum and work plan
  - Participants
  - Institutional profile
  - Staff, faculty and consultants
  - Impact and evaluation
Budget and Budget Justification (Attachments 3 & 4)
Work Plan and course outline (Attachment 5)
Résumés (2 pages per) (Attachment 6)
Letters of commitment (Attachment 7)
Evaluations & descriptions of updates (Attachment 8)
Additional forms and certifications (Attachments 9-11)

NOFO, p. 8 contains guidance that matches each section with relevant criteria
Program Resources

- Institutes for Advanced Topics in the Digital Humanities Frequently Asked Questions, 2020 (PDF)
- List of Recently Funded Institutes for Advanced Topics in the Digital Humanities Grants
- DUNS Number Requirement
- Certification Regarding Lobbying (PDF)
- Disclosure of Lobbying Activities (PDF)

Sample Application Narratives

- City University of New York, Expanding Communities of Practice
- Folger Shakespeare Library, Institute on Early Modern Digital Agendas
- George Mason University, Doing Digital History
- University of California, Los Angeles, Institute on Teaching in the Geospatial Humanities
- University of Maryland, Building an Accessible Future for the Humanities
- University of Texas, Institute for High Performance Sound Technologies
- Vanderbilt University, Advancing XML-Based Scholarship
REVIEW PROCESS

Decision notifications: 6-7 months after submission date

- Review for eligibility & completeness
- Peer review & panel meeting
  - Panelists have 6-8 weeks to evaluate, then meet to discuss
- Staff make recommendations after peer review process complete
- National Humanities Council review recommendations
  - Meetings in March, July, November
  - IATDH are reviewed at the July National Council meeting
- NEH Chairman Jon Parrish Peede makes final decisions on awards
- Applicants notified
### Key Dates

<table>
<thead>
<tr>
<th>App Deadlines</th>
<th>Draft Deadlines</th>
<th>Notifications</th>
<th>Start Dates</th>
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<td>March 5, 2020 11:59 pm Eastern</td>
<td>January 29, 2020</td>
<td>August 2020</td>
<td>September 2020</td>
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</tbody>
</table>
CONTACT ODH

Email: odh@neh.gov

Twitter: @NEH_ODH