



NATIONAL ENDOWMENT FOR THE HUMANITIES

DIVISION OF EDUCATION PROGRAMS

LANDMARKS OF AMERICAN HISTORY AND CULTURE

FREQUENTLY ASKED QUESTIONS

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1. What is the Landmarks of American History and Culture program?

The Landmarks of American History and Culture program (Landmarks) supports projects that situate the study of topics and themes in K-12 humanities within sites, areas, or regions of historic and cultural significance. Projects aim to expand participants' knowledge of and approaches to teaching about diverse histories, cultures, traditions, languages, and perspectives in the United States and its jurisdictions.

2. What qualifies as a landmark for this program?

A landmark is a specific location in the United States or its jurisdictions that has historical or cultural significance. A landmark may be a recognized historical monument, marker, or memorial or group of monuments or markers, such as a residence, battlefield, settlement, or a site associated with a major writer, artist, or musician. Physical, natural, and cultural landscapes, as well as a historical district or a collection of thematically related structures and sites within a local region could also qualify. If you have any questions about your proposed landmark, consult an NEH program officer by emailing to landmarks@neh.gov.

3. What are the review criteria for a Landmarks project application?

The review criteria are:

1. intellectual significance of the proposed topic and landmark(s)
2. impact on teaching and classroom application
3. program of study
4. project team
5. publicity, project website, and project dissemination
6. institutional context
7. appropriateness and reasonableness of the budget

These criteria are described in greater depth in E1. Review Criteria of the Notice of Funding Opportunity (NOFO).

4. In what formats can Landmarks projects be offered?

Landmarks supports a series of residential, virtual, and combined format projects across the nation to enhance and strengthen how K-12 educators incorporate place-based teaching and learning in the humanities.

- **Residential:** All participants attend for the duration of the project at the host site.
- **Virtual:** All participants attend for the duration of the project using an online platform. This can include synchronous and asynchronous sessions.
- **Combined Format:** All participants attend a portion of the project online and a portion of the project at the host site. Online and residential sessions occur at different times, but participants attend the same format simultaneously.

All projects, regardless of schedule and/or format, should involve guided, well-planned activities that engage all participants in substantive collegial study in the same format simultaneously.

5. What is the duration of a Landmarks project?

The period of performance is 24 months. Each Landmarks project includes two separate sessions and accommodates thirty-six participants each time (for a total of seventy-two participants). Each session must be scheduled for five to seven days, and projects with virtual meetings spread out over multiple days should account for five to seven days of structured study. The content, presenters, site visits, activities, and readings should be substantially the same for each session.

6. When should a Landmarks project take place?

Given the importance of immersive study to the purpose of the Landmarks program, projects should take into account the variety of academic-year calendars and capacity of participants' commitments when scheduling project activities. Summer activities are typically offered between the third week of June through the second week of August. Projects proposing to include activities outside the summer season can consider asynchronous and synchronous sessions before and/or after summer program activities.

7. When scheduling sessions, should we have an interval between them?

Yes. Although in some cases you might need to hold the workshops in quick succession, it is preferable to give time between sessions for the workshop leaders to adjust the intellectual and practical aspects of the project, as needed.

8. Who can direct a Landmarks project?

Eligible applicants include U.S. nonprofit organizations with 501(c)(3) tax-exempt status, accredited institutions of higher education, state and local governmental agencies, and federally recognized Native American tribal governments. Individuals (and foreign and for-profit entities) are not eligible to apply. See C. Eligibility Information in the NOFO.

Landmarks project directors typically work across a range of disciplines, including, but not limited to, history, literature, anthropology, art history, public history, museum studies, and other related fields.

Applicants do not need to possess a terminal degree or be affiliated with an institution of higher education to serve as a project director or co-project director. Projects with a single director must provide for an appropriately qualified replacement director should the original become unable to lead the project. The replacement director(s) may be a co-director or project team member who is already familiar with the project.

9. May non-U.S. citizens serve as directors or other personnel for NEH Landmarks workshops?

Yes. Non-U.S. citizens may be involved in NEH Landmarks workshops as directors, faculty, scholarly experts, and other project personnel. If not employed by the applicant organization, the compensation for such individuals should be entered on the Research and Related Budget under F3. Consultant Services or included in a subaward to a partnering institution under F5. Subawards/Consortium/Contractual Costs.

10. May our organization include a co-director in our proposal who is not on the faculty of the applicant institution?

Yes. In this situation, both you and the co-director would share the directorial responsibilities for the full period of the project. Your salary would be entered under Key Persons on the Research and Related Budget, and your co-director's would be entered under F3 Consultant Services or included in a subaward to a partnering institution under F5. Subawards/Consortium/Contractual Costs.

11. 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. Because the project director's involvement in the project is normally critical to its success, the replacement of the project director or the co-director or a substantial reduction in the level of their effort (for example, an unanticipated absence for more than three months, or a 25 percent reduction in the time devoted to the project) requires prior written approval from NEH.

12. How does NEH define the “education specialist” position and what is their role on the project team?

The project leadership team must include at least one person with significant experience in K-12 education, such as a teacher educator, curriculum developer, museum educator, or an experienced educator.

The education specialist’s role during the project is to contribute to the planning of the sessions and facilitate the incorporation of workshop content and experiential learning strategies into classroom teaching in relevant and creative ways. Projects offering an online component are encouraged to include a staff member with online teaching experience and/or familiarity working with online platforms for the purpose of instruction.

13. Our institution would not be an appropriate host for a project, but another nearby institution would be. May we hold the program there?

Yes. Contact a program officer in the Division of Education Programs (by calling 202-606-8500 or sending an email message to landmarks@neh.gov) for details on how to do this.

14. Our project was funded previously, and we are interested in applying again. Are we eligible to apply?

As a matter of programmatic policy, NEH will not make awards in the Landmarks program for the same project (that is, a project with essentially the same humanities topic, focus theme, and faculty team) in consecutive years, but will consider projects that are substantially different. An applicant may propose a subsequent project using the same sites, but must explore different humanities themes. For example, an applicant that led a Landmarks project during summer 2022 on “Emily Dickinson and the U.S. Civil War” would be eligible to apply for the 2023 Landmarks program with a project that instead focuses on “Emily Dickinson and Romanticism.” Project directors who are unsure about the applicability of this policy should consult with program staff.

15. We received a Landmarks award for a workshop originally scheduled for 2022, but postponed to 2023. Are we eligible to apply?

As a matter of programmatic policy, directors who have postponed an NEH professional development project to 2023 may not apply during this funding cycle for what would be a second project in 2023. Project directors who are unsure about the applicability of this policy should consult with program staff.

16. Our project was funded previously, and we plan to reapply. We intend to make substantial revisions based on participant evaluations. Must we also make other changes?

An application for a previously offered project is expected to propose appropriate revisions, but such revisions are not sufficient by themselves. The application must also include a well-defined plan to disseminate the project to an audience beyond the workshop participants. Refer to specific review criteria for previously offered projects in E1 in the NOFO.

17. Our institution is considering submitting two applications to this program. Will NEH fund only one?

Each application is evaluated on its own merits. NEH might fund both applications, one, or neither.

18. Our institution applied for an award last year and was unsuccessful. Will this be held against us if we apply again this year?

No. Each proposal is evaluated on its own merits.

19. Is there anything we can do to increase our chances for success next time?

Request a copy of the comments provided to NEH by outside evaluators during the review. You must request this material by sending an email message to landmarks@neh.gov. After reading these comments, you may follow up with a telephone call or email message to a program officer to discuss re-submitting your proposal.

20. Our institution intends to host a welcoming reception or a final dinner for the participants in our Landmarks workshops. May we pay for this with NEH funds?

No. A recipient may choose to host such an event with other funds, but NEH funds may not be used for social or entertainment activities. However, you may include water or light refreshments in your project budget for site visits and other project-related activities.

21. May non-U.S. citizens participate in a Landmarks workshop?

Only foreign nationals who have been living in the United States or its jurisdictions for at least the three years prior to the application deadline are eligible to participate. Foreign nationals teaching abroad are not eligible to participate. See C3. Other Eligibility Information in the NOFO.

22. Are there types of projects or activities that NEH does not support?

Yes. See D6. Funding Restrictions in the NOFO.

23. Are NEH staff members available to answer questions via phone or email?

Yes. NEH Division of Education Programs staff can offer advice on a full range of issues, such as content, scheduling, and logistics. Staff will review drafts submitted by January 19, 2022, 11:59pm Eastern Time. Drafts submitted after this date will not be reviewed. This optional preliminary review is not part of the formal selection process and has no bearing on the final funding decision. However, previous applicants have found the draft review and feedback process to be helpful in strengthening their applications. If you choose to submit a draft, send it as an attachment to landmarks@neh.gov. Drafts do not need to be fully developed program ideas or near complete applications to be submitted for review and feedback.