You must submit your draft no later than October 15, 2020, at 11:59 p.m. Eastern Time. Send it by email to [collaborative@neh.gov](mailto:collaborative@neh.gov) and put “Collaborative Research draft” in the subject line of the message.

Program staff will not review drafts that do not follow the template format or are submitted after the draft due date. Staff members can read only one draft per project. The comments provided by staff are not part of the formal review process and have no bearing on the evaluation of the application, but previous applicants have found them helpful in strengthening their applications. You are not required to submit a draft.

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| Title: | Descriptive title of the project. No more than two lines. See the FAQ document for further guidance on titles. |
| Grant Category: | Choose one: Planning International Collaboration, Conference, Manuscript Preparation, or Scholarly Digital Project |
| Goal(s): | No more than 50 words. |
| Project Director: | name, title, institution |
| Key Collaborators: | * name, title, institution [identify co-project director, if applicable] * name, title, institution * … |
| Conference Venue  Partner Press/Library: | For conferences, where and when the event will take place. If applicable, the level of interest or commitment from a press; editor’s name; contract or letter of support. For digital projects, the library, archive, or other entity that will host the project. No more than 50 words. |
| Significance: | No more than 300 words. |
| Methods: | No more than 300 words. |
| Work Plan: | Requested years of grant-funded activities; if less than a year, how many months. Address plans for each year or, if 12 months or less, each three-month period. No more than 100 words. |
| Project outcome(s): | What is/are the deliverable(s) and what is the plan for completion, even if it goes beyond the requested grant period? No more than 50 words. |
| Budget: | Summarize the key planned budget line items without amounts in a brief list. For example: salary offset for project directors and key personnel; honoraria for consultants; travel costs; workshop/conference venue costs; administrative support (beyond IDC); copyright, open access, or other fees. |