



NATIONAL ENDOWMENT FOR THE HUMANITIES

**NOTICE OF FUNDING OPPORTUNITY**

**Funding Opportunity Title: Summer Stipends**

Funding Opportunity Number: 20220921-FT

Funding Opportunity Type: New

Federal Assistance Listing Number: 45.160

**Application Deadlines:**  
**September 21, 2022**  
**September 20, 2023**

**Ensure your Grants.gov registration and password are current.  
NEH will not grant deadline extensions for lack of registration.**

Division of Research Programs  
Telephone: 202-606-8200  
Email: [stipends@neh.gov](mailto:stipends@neh.gov)  
Federal Relay: 800-877-8399

OMB control number 3136-0134, expiration date October 31, 2024

## Executive Summary

The National Endowment for the Humanities (NEH) Division of Research Programs is accepting applications for the Summer Stipends program. The purpose of this program is to stimulate new research and publication in the humanities. Summer Stipends support continuous, full-time work on a humanities project for a period of two consecutive months. NEH funds may support recipients' compensation, travel, and other costs related to the proposed scholarly research.

Funding Opportunity Title	Summer Stipends
Funding Opportunity Number	20220921-FT
Federal Assistance Listing	45.160
Application Deadlines	September 21, 2022, 11:59 p.m. Eastern Time September 20, 2023, 11:59 p.m. Eastern Time
Anticipated Announcements	April 2023 / April 2024
Anticipated Funding	Approximately \$600,000 per deadline
Estimated Number and Type of Awards	Up to 100 grants per deadline
Award Amounts	\$6,000
Cost Sharing/Match Required	No
Period of Performance	Two consecutive months starting as early as May 1, 2023, and as late as September 1, 2024 (for applications submitted for the 2022 deadline), and starting as early as May 1, 2024, and as late as September 1, 2025 (for applications submitted for the 2023 deadline)
Eligible Applicants	Individuals  See <a href="#">C. Eligibility Information</a> for additional information.
Program Resource Page	<a href="https://www.neh.gov/grants/research/summer-stipends">https://www.neh.gov/grants/research/summer-stipends</a>
Pre-Application Webinar	A <a href="#">webinar for nominating officials</a> will be hosted Wednesday, May 18, 2022 at 2:00 p.m. Eastern Time. There will be a webinar August 17, 2022 at 2:00 p.m. Eastern Time. Click <a href="#">here</a> to join.
Published	April 7, 2022
Modified	January 12, 2023

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# A. Program Description

## 1. Purpose

The National Endowment for the Humanities' Summer Stipends program aims to stimulate new research and publication in the humanities by:

- providing small awards to individuals pursuing advanced research that is of value to humanities scholars, general audiences, or both
- supporting projects at any stage of development, but especially early-stage research and late-stage writing in which small awards are most effective
- funding a wide range of individuals, including independent scholars, community college faculty, and non-teaching staff at universities

NEH invites applications from faculty and staff at all designated categories of minority serving institutions. The Summer Stipends program offers exemption from nomination for faculty at Asian American and Native American Pacific Islander Serving Institutions (AANAPISIs), Alaska Native and Native Hawaiian Serving Institutions (ANNHIs), Native American-Serving Non-Tribal Institutions (NASNTIs), and Predominantly Black Institutions (PBIs). For opportunities specific to Historically Black Colleges and Universities, Hispanic Serving Institutions, and Tribal Colleges and Universities, see [H. Other Information](#).

Summer Stipends support continuous full-time work on research-based projects in the humanities for a period of two consecutive months. NEH funds may support recipients' compensation, travel, and other costs related to the proposed scholarly research.

NEH awards Summer Stipends to individuals. Organizations are not eligible to apply, although scholars who are tenured or on a tenure track who teach full time must be nominated by their institution of higher education [unless otherwise exempt](#) (see [C. Eligibility](#)).

You can find examples of previously funded Summer Stipends [here](#). You can find examples of funded projects in all other programs by using the [NEH's Funded Projects Query Form](#).

See [D6. Funding Restrictions](#) for unallowable activities.

See [E1. Review Criteria](#) for the criteria NEH will use to evaluate applications in this program.

See [H. Other Information](#) for other individual research programs.

## 2. Background

This program is authorized by [20 U.S.C. §956](#). Awards are subject to [NEH Summer Stipends Terms and Conditions](#).

According to the [National Foundation on the Arts and the Humanities Act of 1965](#), "The term 'humanities' includes, but is not limited to, the study of the following: language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of the social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment with particular attention to

reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life.”

[Learn more about NEH.](#)

## **NEH Areas of Interest**

NEH seeks to support projects that respond to the following initiative. NEH will give all applications equal consideration in accordance with the program’s [review criteria](#).

### **A More Perfect Union: Exploring America's Story and Commemorating its 250th Anniversary**

The task of building a more perfect Union, rooted in the ideal of human equality, falls to every generation of Americans, ours no less than our predecessors’. The basic goals of life, liberty, and the pursuit of happiness endure over time, even as the challenges change: from founding a nation out of colonies; to dismantling the institution of slavery; to prevailing through times of economic depression and war; to advancing civil rights for all; to strengthening our democratic institutions; to building a more inclusive and sustainable society.

NEH’s [A More Perfect Union](#) initiative encourages projects that explore, reflect on, and tell the stories of our quest for a more just, inclusive, and sustainable society throughout our history. NEH especially welcomes projects that bring the perspective of the humanities to questions of racial justice, gender equality, the evolution of the American landscape, as well as America’s place in the world. The agency strongly encourages projects that strengthen Americans’ knowledge of our principles of constitutional governance and democracy, as well as projects that address the experiences of Native Americans and other under-represented communities. In addition, NEH welcomes projects that develop innovative approaches to sustaining the nation’s humanities infrastructure and preserving its historical record.

## **B. Federal Award Information**

### **1. Type of Application and Award**

NEH seeks new applications in response to this notice (as opposed to supplements or renewals). Previously rejected applications may be revised and resubmitted.

NEH will provide funding in the form of grants.

### **2. Summary of Funding**

NEH expects to have approximately \$600,000 available annually to fund approximately 100 recipients per deadline.

Summer Stipends provide \$6,000 for two consecutive months of research and writing. You must work full-time on your project and may hold other non-NEH sources of support (for example, sabbaticals and supplementary funding) or grants for the same project during your period of performance.

If you apply for the September 21, 2022, deadline, you may begin your period of performance as early as May 1, 2023, and as late as September 1, 2024.

If you apply for the September 20, 2023, deadline, you may begin their periods of performance as early as May 1, 2024, and as late as September 1, 2025.

Summer Stipends normally support work carried out during the summer months, but you may arrange for a period of performance at other times of the year. If you have questions, contact the Summer Stipends staff at [stipends@neh.gov](mailto:stipends@neh.gov).

NEH will not determine the amount available until Congress enacts the final FY 2023 and 2024 budgets. This notice is subject to the availability of appropriated funds, and is a contingency action taken to ensure that, should funds become available for this purpose, NEH can process applications and award funds in a timely manner.

## **C. Eligibility Information**

### **1. Eligible Applicants**

Within the parameters listed below, individual researchers, teachers, and scholars eligible whether they have an institutional affiliation or not. Applicants holding tenured or tenure-track positions at institutions of higher education must be nominated by their institutions unless they are exempt from this requirement. See [Faculty nomination](#) and [Exemptions to the faculty nomination requirement](#).

#### **Citizenship**

U.S. citizens, whether they reside inside or outside the United States, are eligible. Foreign nationals who have lived in the United States or its jurisdictions for at least the three years prior to the application deadline are also eligible. Foreign nationals who take up permanent residence outside the United States any time between the application deadline and the end of the period of performance will forfeit their eligibility. Leaving the U.S. on a temporary basis is permitted.

#### **Currently enrolled students**

While you do not need to have an advanced degree, if you are currently enrolled in a degree granting program then you are ineligible. If you have satisfied all the requirements for a degree and are awaiting its conferral, you are eligible, but you must include a letter from the dean of the conferring school or their department chair attesting to your status as of the application deadline in [Attachment 6: Degree conferral](#).

#### **Dissertation revisions**

You may seek funding for a project based on a completed dissertation. You must state in your narrative that the proposal is to revise a dissertation and explain how the new project moves beyond the original.

#### **Faculty nomination**

If you are tenured or on a tenure track and teach full time at an institution of higher education that is not [exempt from nomination](#), your institution must nominate you to apply for a Summer Stipend. Institutions of higher education in the United States and its jurisdictions may each nominate two faculty members per deadline. Any faculty member is eligible for nomination. Self-nominations are not allowed.

Each institution must designate a single nominating official, usually an academic vice president or dean. Nominating officials must announce the selection procedures to all prospective applicants and conduct fair and open competitions to select their institutions' nominees. NEH is not responsible for the nomination procedures established by any institution of higher education.

Familiarize yourself with your institution's nomination procedures before applying. Nominees must include the name and email address of the nominating official for their institutions on the [NEH Supplemental Information for Individuals Form](#).

NEH will email your nominating official seven to ten days after the application deadline, confirming your status as one of your institution's nominees. Your nominating official must confirm your status online no later than October 14, 2022 (for applications submitted for the September 21, 2022, deadline) or October 13, 2023 (for applications submitted for the September 20, 2023, deadline).

NEH will declare you ineligible if your nominating official does not confirm your status or you do not meet one of the exempt categories.

## **Exceptions to the faculty nomination requirement**

You may apply without a nomination if you are:

- an independent scholar not affiliated with an institution of higher education
- a U.S. citizen teaching at a foreign institution
- non-tenure-track faculty at an institution of higher education
- a staff member, but not faculty, at an institution of higher education (you may not teach during the academic year preceding the award)
- community college faculty
- emeritus faculty
- a faculty member at an institution of higher education that is one of these federally recognized minority-serving institutions:
  - Asian American and Native American Pacific Islander-Serving Institutions (AANAPISIs)
  - Alaska Native and Native Hawaiian-Serving Institutions (ANNHs)
  - Native American-Serving Non-Tribal Institutions (NASNTIs)
  - Predominantly Black Institutions (PBIs)

Institutions must apply annually to the U.S. Department of Education for federally recognized minority-serving eligibility designations. Institutional designations can change from year to year; if you will claim exemption on the basis of being employed by a minority serving institution, check with your institution to confirm eligibility at the time of application. You may also verify the status of their institution by visiting the [U.S. Department of Education](#) website. Scroll down to the middle of the page and click on the most recent version of the Eligibility Matrix, a read-only Excel worksheet that lists data for postsecondary institutions. Locate your institution's name in column A ("Institution Name") then scroll across the row to look at the column corresponding to the appropriate type (for example, to verify status as an AANAPISI, consult column I). If the column has a number 5 or 6, your institution qualifies you for an exemption.

If you're unable to verify your institution's current status by consulting with your university administration or by consulting the most recent Eligibility Matrix, you may establish your institution's status with a letter or other document from the U.S. Department of Education, certifying Title III and Title V eligibility. If you are applying for the September 21, 2022, deadline, the letter must be dated 2021 or 2022. If you are applying for the September 20, 2023, deadline, the letter must be dated 2022 or 2023.

In addition to submitting documentation of Title III and Title V eligibility, your institution must also meet the U.S. Department of Education's enrollment-based definitions. You may determine your institution's eligibility by consulting enrollment data for your institution at the [National Center for Education Statistics College Navigator](#). (Search for your institution, then click on "Enrollment.")

Include this documentation in [Attachment 7: Verification of exemption](#).

## **2. Cost Sharing**

Cost sharing is not required in this program.

## **3. Other Eligibility Information**

If you have previously received a Summer Stipend, you may apply to support a new project or a new stage of a previously supported project. NEH will assess your application using the [same criteria](#) as others in the current competition. However, for previously supported projects, NEH will ask reviewers to consider the accomplishments from the prior award and determine if the project warrants additional support.

You may compete concurrently in the following NEH programs (though you may hold an award from only one of these programs at a time):

- [Public Scholars](#)
- [Awards for Faculty at Hispanic-Serving Institutions, Historically Black Colleges and Universities](#), and [Tribal Colleges and Universities](#)
- [Fellowships](#)
- [NEH-Mellon Fellowships for Digital Publication](#)
- [Dynamic Language Infrastructure - Documenting Endangered Languages Fellowships](#)
- [Fellowships for Advanced Social Science Research on Japan](#)
- [NEH-funded fellowships at independent research institutions](#)

If you have applied to Summer Stipends and a fellowship program in the same fiscal year, acceptance of an award in one program will prompt NEH to automatically withdraw your application from the second program.

Each competition has distinct application requirements. Follow the instructions in the relevant Notice of Funding Opportunity.

## **Concurrent grants from other organizations**

You may simultaneously hold fellowships or grants from institutions other than NEH—including sabbaticals and grants from your own institution—in support of the same project during their period of performance.

## Organizations

Organizations are not eligible to apply on behalf of scholars and NEH will not transfer awards to the applicant's institution. If you elect to have the stipend paid through your institution, the institution must remit all NEH funds to you and not take an institutional allowance or claim indirect costs.

## Collaborative projects

The Summer Stipends program is designed primarily for individual researchers; awards may not be divided. If you are seeking funding for more than one scholar in a collaborative project, each individual must:

- submit a separate application specifying their individual contribution (Peer reviewers will evaluate each application on its own merits.)
- independently meet the eligibility requirements
- clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other(s)

Applicants who are seeking funding only for themselves but who are working as part of a collaborative team are also eligible. Collaborating scholars affiliated with or sponsored by an eligible institution may wish to apply to the [Collaborative Research](#) program.

## Other restrictions

- You may not have multiple applications considered under this notice.
- If you submit your application more than once prior to the application deadline (including submitting to the wrong funding opportunity number or making corrections/updates), NEH will accept your last validated submission, under the correct funding opportunity number, prior to the Grants.gov application deadline as the final and only acceptable application.
- You may not hold two or more NEH individual awards with overlapping periods of performance (for example, a Fellowship and a Summer Stipend). NEH will not delay the period of performance beyond the stated timelines of this NOFO to accommodate overlapping individual awards.
- You may not accept or hold two NEH individual awards in the same fiscal year.
- You may not work on a project supported by an NEH institutional award as either a project director or participant during the period of performance of an NEH individual award that is held full time.

NEH does not make awards to other federal entities. If your project is so closely intertwined with a federal entity that the project takes on characteristics of the federal entity's own authorized activities, it is ineligible. You may use funds from, or sites and materials controlled by, other federal entities in your project.

**Except for the rare cases covered by its [late submission policy](#), NEH must receive your application by the [deadline](#).**

**NEH will not consider incomplete, nonresponsive, or ineligible applications for funding.**

**NEH will not review applications that exceed page limits or violate formatting instructions.** See the [Application Components Table](#).

## D. Application and Submission Information

### 1. Application Package

You must apply electronically using Grants.gov Workspace or a Grants.gov system-to-system solution. A multistep registration process is required to submit your application. See [D3. Grants.gov Registration Process](#).

This funding opportunity is available in Grants.gov under number 20220921-FT. There is also a link on the [program resource page](#).

Once you have located the funding opportunity in Grants.gov, the application package can be found under the “Package” tab. It includes a series of required application forms. You will upload additional application components into the [Attachments Form](#).

Contact [stipends@neh.gov](mailto:stipends@neh.gov) to request a paper copy of this notice.

If you are deaf or hard of hearing you can contact NEH via Federal Relay at 800-877-8399.

### 2. Content and Form of Application Submission

Your application will include a series of forms included in Grants.gov Workspace and other components that you will prepare and upload to the [Attachments Form](#). The Application Components Table below will help you prepare a complete application. A budget is not required in this program.

You must submit all required and relevant conditionally required components. **NEH will not review applications missing any required documents or relevant conditionally required documents.**

Take note of the page limits and formatting instructions in this notice. **NEH will not review applications that exceed mandatory page limits or violate formatting instructions.**

**Do not include attachments other than those required or conditionally required in this notice. If you do, NEH will reject your application.**

Unless otherwise stipulated in specific instructions, attachments must conform to the following formatting requirements:

- pages no larger than standard letter size (8 1/2" x 11")
- at least one-inch margins on all sides for all pages
- a font size no smaller than 11-point
- single-spacing
- recommended fonts: Arial, Georgia, Helvetica, or Times New Roman
- any standard citation style is acceptable; citations are included in page counts

## Application Component Table

Grants.gov form/Attachment	Naming convention	Page limits	Notes
<a href="#">SF-424 Application for Federal Assistance - Individual</a>			Required
<a href="#">NEH Supplemental Information for Individuals Form</a>			Required
<a href="#">Project/Performance Site(s) Location Form</a>			Required
<a href="#">Attachments Form</a>			Required
<a href="#">1: Narrative</a>	narrative.pdf	3 (mandatory)	Required
<a href="#">2: Work plan</a>	workplan.pdf	1 (mandatory)	Required
<a href="#">3: Bibliography</a>	bibliography.pdf	1 (mandatory)	Required
<a href="#">4: Resume</a>	resume.pdf	2 (mandatory)	Required
<a href="#">5: Appendices</a>	appendices.pdf	2 (mandatory)	Optional
<a href="#">6: Degree conferral</a>	degreeconferral.pdf		Conditionally required
<a href="#">7: Verification of exemption</a>	verification.pdf		Conditionally required
<a href="#">8: Explanation of federal debt</a>	delinquentdebt.pdf		Conditionally required

### SF-424 Application for Federal Assistance – Individual

This form requests basic information about the applicant and the proposed project. Items **1**, **2**, and **4** will be automatically filled in; leave item **3** blank.

#### 5a-d. Applicant Information

Provide your name, telephone number, email address, and mailing address. You must include an email address in the “Email” field, even though it is not highlighted as a required field. NEH will use this address to notify you of the outcome of your application.

Provide your mailing address. Note: Your ZIP code must include the four-digit extension preceded by a hyphen. If you do not know your four-digit extension, use “-0000” (four zeros). Indicate your citizenship status with an “X.”

Provide your [congressional district](#). For example, if your institution is located in the 5<sup>th</sup> congressional district of Alabama, enter “AL-005.” If your institution does not have a congressional district (for example, it is in a state or U.S. jurisdiction that does not have districts, or is in a foreign country), enter “00-000”.

#### 6. Project Information

a. Project Title: Provide the title of your project. It should be brief (no more than 125 characters, including spaces). Successful applications typically have titles that are descriptive of the project and easily understood by the general public. Avoid using a title that requires clarification by the subtitle. When possible, include places and dates indicating a project’s scope. NEH reserves the

right to retitle funded projects for clarity when announcing its funding decisions and in its own reports and communications, but you may use your preferred title for any award products.

b. **Project Description:** Provide a brief description of your project. It should be written for a non-specialist audience and clearly state the importance of the proposed work and its relation to larger issues in the humanities. This description will appear on your application cover sheet and will serve as a project abstract during the review process. Do not exceed one thousand characters, including spaces. If you exceed one thousand characters, including spaces, Grants.gov may reject your application or cut off your project description at the thousand-character limit.

c. **Proposed Project:** List the start and end dates for your project. Your period of performance must be two months long, and it must be full time and continuous. See [B2. Summary of Funding](#).

## 7. Signature

By clicking on the “I Agree” box, you certify the following:

1) You are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency, and have not—within the three years preceding the submission of this application—been convicted of or had a civil judgment rendered against you for commission of fraud or a criminal offense in connection with a public (federal, state, or local) transaction or a contract under a public transaction; for violation of federal or state antitrust statutes; for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; had any public transactions terminated for cause or default; and are not presently indicted for or otherwise criminally or civilly charged by a governmental entity with any of the preceding offenses. See [2 CFR 180](#) and [3369](#).

2) You are not delinquent in the repayment of any federal debt or you are providing explanatory information about any delinquency. Examples of relevant debt include student loans, delinquent taxes, delinquent child support payments, and delinquent payroll taxes for household or other employees. See [OMB Circular A-129](#).

3) You will comply with the [NEH Summer Stipends Terms and Conditions](#).

Click on the “Save” button at the top of the form to save your work and return to the main menu.

## NEH Supplemental Information for Individuals Form

This form provides additional professional information about you, your institution (if affiliated), and your references.

### Field of Project

Using the drop-down menu, indicate the field(s) of your project. You may select one, two, or three fields. If you select more than one, list the primary field first. Program staff will take this information into account when assigning your application to a review panel.

### Project Director Field of Study

Using the drop-down menu, choose the field of study that best describes your area of expertise.

## **Address Information**

Indicate whether the address that you have given on the [Application for Federal Assistance SF 424 – Individual](#) form is your home or work address.

## **Institutional Affiliation**

If you are not affiliated with an institution of higher education, click “No” and continue to the Status section. If you are affiliated with an institution of higher education, complete the information for that institution. If you have an institutional affiliation, you must include their institution’s Unique Entity Identifier (UEI), omitting hyphens. You can request this number from your institution’s sponsored research office. It ensures that NEH identifies your institution correctly in the materials we provide to external reviewers.

## **Status**

There is no requirement in this program that applicants be professional scholars. Nonetheless, for purposes of processing, indicate your status as a junior scholar or senior scholar. Junior scholars are those who are seven years or fewer beyond the day they received their highest formal degree; senior scholars are those who are more than seven years beyond the day they received their highest degree.

## **Reference Letters**

Provide the names, email addresses, and affiliations for your two references. Enter only one email address for each. If you provide two email addresses for a reference, NEH will be unable to contact them. Applicants are responsible for providing accurate email addresses. NEH’s grants management system will use the addresses exactly as they have been entered on this form.

See [Section D7. Other Submission Requirements](#) for instructions and deadlines for the submission of reference letters and confirmation of their receipt by NEH.

## **Nominating Official**

If applicable, provide the name, title, and contact information of your nominating official. After the deadline, NEH will contact them to confirm your nomination status. Your nominating official must submit confirmation online by October 14, 2022 (for applications submitted for the 2022 deadline) or October 13, 2023 (for applications submitted for the 2023 deadline). In response to this submission, both the nominating official and the applicant will receive a confirmation via email. NEH will declare ineligible all applicants who do not have their nomination status confirmed and who do not fit one of the [exempt categories](#).

## **Project/Performance Site Location(s) Form**

Provide the primary location and any other locations where the project activity will occur during the period of performance. You may include multiple performance sites, such as home or office addresses, archives or library locations, or field research sites. If you need to add more project/performance site locations than the form allows, enter the information in a separate file and add it to the “Additional Locations” section. Instructions for each requested data element may be viewed by positioning your cursor over the blank field. Position your cursor over each field to view instructions.

## **Attachments Form**

This form accommodates up to fifteen attachments. **Attachments must be in Portable Document Format (.pdf)**. Convert all non-PDF files (i.e., Word, Excel, images, etc.) to PDFs. If an attachment contains multiple documents, merge them into a single file. Be aware that,

occasionally, converting a document to PDF may alter its length. If applicable, you must ensure that all attachments are within the mandatory page limits.

Do not attach portfolios containing multiple PDFs.

NEH cannot accept security-enhanced PDFs (e.g., XFA files, PDFs that include password-protection, encryption, digital signatures, etc.). Remove these features (“flatten” these files) before uploading to Grants.gov.

Consult the [Application Components Table](#) to name and sequence your attachments so that NEH can easily identify them. Grants.gov may reject your application if file names are more than 50 characters; if you use the same name for multiple files; or if file names include characters other than the following: A-Z, a-z, 0-9, underscore, hyphen, space, period, parentheses, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semicolon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign.

Grants.gov may accept and validate your application even if you are missing required components or have formatted them incorrectly. You must ensure that you have formatted, attached, and submitted all required components correctly. If you have not, NEH may reject your application as incomplete or nonresponsive.

Learn about [Adobe software compatibility with Grants.gov](#) and ensure that you can use your version of Adobe Acrobat Reader to download, complete, and submit your application.

### **Attachment 1: Narrative (required)**

Compose a comprehensive description of your proposed project. Your narrative should be succinct, well organized, and free of technical terms and jargon so that peer reviewers can understand the proposed project.

**Your narrative must not exceed three single-spaced pages with one-inch margins and a font size no smaller than eleven points.** Images, charts, diagrams, footnotes, and endnotes are allowed, if they fit within the three-page limit.

NEH has aligned each section with a primary corresponding review criterion, but note that the criteria can be relevant in more than one section and that, taken together, the parts of the narrative should form a coherent whole. Refer to [E1. Review Criteria](#).

<b>Guidance for Narrative, Work plan, Bibliography, Résumé, and Appendices</b>	
To ensure that you fully address the review criteria, this table provides a crosswalk between the application components and the review criteria.	
<b><u>Narrative Section</u></b>	<b><u>Review Criteria</u></b>
<a href="#">Significance and contribution</a>	<a href="#">1, 2</a>
<a href="#">Organization and methods</a>	<a href="#">2</a>
<a href="#">Competencies, skills, and access</a>	<a href="#">2, 3, 4</a>
<a href="#">Final product and dissemination</a>	<a href="#">5</a>
<b><u>Application Component</u></b>	<b><u>Review Criteria</u></b>
<a href="#">Work plan</a>	<a href="#">3</a>
<a href="#">Bibliography</a>	<a href="#">1</a>
<a href="#">Résumé</a>	<a href="#">4</a>
<a href="#">Appendices</a> (only for editions, translations, database projects and projects with visual materials)	<a href="#">2</a>

Use the following section headings, providing the information indicated.

Name the file narrative.pdf.

### **Significance and contribution (aligns with [review criteria 1 and 2](#))**

Describe the intellectual significance of your proposed project, including its value to humanities scholars, general audiences, or both. State the project’s thesis or claim and provide an overview, explaining the basic ideas, problems, or questions examined by the study. Explain how the project will complement, challenge, or expand relevant studies in the field.

### **Organization and methods (aligns with [review criterion 2](#))**

Describe your method(s) and clarify the part or stage of the project that will be supported by the Summer Stipend. For a dissertation revision, state that your project is to revise a dissertation. Explain how you plan to move beyond the original dissertation, and how the new project will benefit from the addition. For book projects, explain how the final project will be organized. If possible, provide a brief chapter outline. For article projects, provide an overview of the article, including details about the argument, sources, and word count. For digital projects, describe the technologies that will be used and developed, and explain how the scholarship will be presented to benefit audiences in the humanities. For edition or translation projects, describe the annotations or other scholarly apparatus that you plan to include. If you are proposing to translate into English a work for which other English translations already exist, provide a rationale for the new translation.

### **Competencies, skills, and access (aligns with [review criteria 2, 3, and 4](#))**

Explain your competence in the area of your project. If the area of inquiry is new to you, explain your reasons for working in it and your qualifications to do so. Specify your level of competence in any language or digital technology needed for the study. Describe where the study will be conducted and what research materials will be used. If relevant, specify the arrangements for access to archives, collections, or institutions that contain the necessary resources. If the project

involves materials under copyright, indicate your plans for securing the necessary permission to publish.

### **Final product and dissemination (aligns with [review criterion 5](#))**

Describe the intended audience and the intended results of the project. If relevant, explain how the results will be disseminated and why these means are appropriate to the subject matter and audience. While a publication contract is not required, describe expressions of interest from publisher(s), if applicable.

If the final product will appear in a language other than English, explain how access and dissemination will be affected.

If you are planning to develop a website or other digital material, explain how the public will access the material. Since NEH expects recipients to provide broad access to all award products, insofar as the conditions of the materials and intellectual property rights allow, explain any plans that would require a paywall or other charge for digital access. If the project has a website, provide the URL.

NEH expects that any materials produced in digital form as a result of its awards will be maintained to ensure their long-term availability. To that end, describe how the project's digital results, if any, will be maintained and supported beyond the period of performance.

### **Attachment 2: Work plan (required)**

**Your work plan must not exceed one page.** NEH will primarily consider your work plan under [review criterion 3](#). Name the file workplan.pdf.

Summarize your work plan, describing the part or stage of the project that will be supported by the Summer Stipend and the activities or steps that you will use during the period of performance to carry it out. Use a timeline that includes each activity. Your work plan must be based on a full-time commitment to the project for two consecutive months; part-time work is not allowed. If you do not anticipate finishing the entire project during the period of performance, discuss your plan for doing so.

NEH understands that your work plan may change as your project develops, but it should not depend heavily on factors beyond your control, such as the receipt of outside reviewers' reports from a publisher. If you plan to submit a manuscript for publication before the end of the period of performance, explain what additional work will be required and why it merits support.

If you and another researcher are seeking funds for the same project, identify them and state if they have received or submitted a proposal for NEH support. Clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other.

### **Attachment 3: Bibliography (required)**

Your bibliography should consist of primary and secondary sources that relate directly to the project. Include works that pertain to both the project's substance and its theoretical or methodological approaches to give a well-rounded representation of your project. Evaluators will use the bibliography to assess your knowledge of the subject area. NEH will primarily consider your bibliography under [review criterion 1](#).

**Your bibliography must not exceed a single page.** Any standard bibliographic format is acceptable. Items referenced in the narrative need not appear in the bibliography, if the citation in the narrative enables readers to identify the work.

Name the file bibliography.pdf.

### **Attachment 4: Résumé (required)**

**Your résumé must not exceed two pages.** NEH will consider your résumé primarily under [review criterion 4](#).

Do not submit a narrative biographical statement instead of a résumé. Include the following information:

- current and past positions
- education: list degrees, dates awarded, and titles of theses or dissertations
- awards and honors: include dates. If you have received prior support from NEH, indicate the dates of these awards and the products that resulted from them
- publications: include full citations for publications and presentations
- other relevant professional activities and accomplishments
- level of competence in any relevant foreign languages

Name the file resume.pdf.

### **Attachment 5: Appendices (optional)**

Depending on the specific nature of your project, you may provide additional supporting documentation, as described below.

- editions or translations: provide a sample of the original text (one page) and the edited or translated version (one page)
- database projects: provide a sample entry (one page)
- visual materials: provide a sample (one page)

You must convert visual materials to PDF; they cannot be in .jpg or other common graphic formats.

**NEH will not review applications that include any other appendices. This attachment must not exceed two pages in length.**

If applicable, NEH will primarily consider your appendices under [review criterion 2](#).

Name the file appendices.pdf.

### **Attachment 6: Degree conferral (conditionally required)**

If you have satisfied all the requirements for a degree and are awaiting its conferral, you must include a letter from the dean of the conferring school or the department chair attesting that you have satisfied all of the requirements for the degree by the application deadline.

Name the file degreeconferral.pdf.

## **Attachment 7: Verification of exemption (conditionally required)**

If you are unable to verify your institution's current status as a minority serving institution by consulting the most recent Eligibility Matrix, you may establish it with a letter or other document from the U.S. Department of Education certifying Title III and Title V eligibility. Include a copy of the letter here along with documentation that your institution meets the U.S. Department of Education's enrollment-based definition for your exemption.

Name the file verification.pdf.

## **Attachment 8: Explanation of delinquent federal debt (conditionally required)**

If you are **delinquent** in the repayment of any federal debt, provide explanatory information including evidence that you have entered into a repayment agreement with the Internal Revenue Service, and that you are current on all payments due. Examples of relevant debt include **delinquent** student loans, taxes, child support payments, and payroll taxes for household or other employees. See [OMB Circular A-129](#).

Name the file delinquentdebt.pdf.

## **3. Grants.gov Registration Process**

### **Registering and creating an “individual applicant” profile**

You must submit your application via Grants.gov Workspace. If you have not already done so, you must create a [Login.gov](#) user account to register and log in to Grants.gov. Login.gov is a secure sign in service used by the public to sign in to participating government agencies. [Create and link your account now.](#)

If you are registering with Grants.gov for the first time, go to <https://apply07.grants.gov/apply/register.faces>.

Once you have registered at Grants.gov, you must add an “individual applicant” profile in order to submit an application to programs for individuals. Do this by clicking on the “My Account” link, then on “Manage Profiles” and “Add Profile.” Refer to [Grants.gov's instructions for adding a profile](#).

You will not be able to apply to this program until you have added an individual applicant profile. If you have successfully created an individual applicant profile, the “Apply” button on the Grants.gov opportunity page will be red. Otherwise it will be grayed out.

When you create your “individual applicant” profile, Grants.gov may automatically fill in the box for the unique entity identifier number with a default value. Do not change this number.

If you have already registered at Grants.gov and created an “individual applicant” profile, you will not need to re-register to submit your proposals. However, we encourage you to check your account ahead of the deadline to confirm that it is still active and that your password has not expired.

If you have problems registering with Grants.gov or adding an “individual applicant” profile, contact Grants.gov Applicant Support at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

## **Additional registration information**

You do not need to register in the System for Award Management (SAM). NEH will not process awards for individuals with delinquent federal debt or for individuals who have been suspended, debarred, declared ineligible, or voluntarily excluded from eligibility for covered transactions by any federal department or agency. To see if you have delinquent federal debt or other exclusions recorded in SAM, go to the [SAM website](#); click on “Entity Information” and then select “Exclusions” from the drop-down menu under “Search.”

NEH may not make an award to an applicant until the applicant has complied with all applicable requirements and, if an applicant has not fully complied with the requirements by the time NEH is ready to make an award, NEH may determine that the applicant is not qualified to receive an award and use that determination as the basis for making an award to another applicant.

**NEH strongly recommends that you complete your registration at least two weeks before the application deadline. If you fail to allow sufficient time to complete registration with Grants.gov, you will not be eligible for a deadline extension or waiver of the online submission requirement.**

## **4. Submission Dates and Times**

### **Applications**

There will be two application due dates under this notice:

- September 21, 2022, at 11:59 p.m. Eastern Time
- September 20, 2023, at 11:59 p.m. Eastern Time

**Applications must be complete and validated by Grants.gov under the correct funding opportunity prior to the deadline to be considered under this notice.**

It is your responsibility to confirm that Grants.gov and subsequently NEH have received your application. [Check your application status](#).

When NEH receives your application, the agency will assign it a tracking number beginning with FT-. A tracking number does not guarantee that your application is free of technical problems (such as missing attachments or failure to convert attachments to PDFs). If your files are not correctly formatted, eGMS, NEH’s electronic grants management system, will reject your application and notify you by email. eGMS cannot detect other errors such as missing components or excess pages. NEH recommends you submit your application 48 hours prior to the deadline so that you have time to correct any technical errors. It is your responsibility to correct any errors prior to the deadline.

Once you have applied, NEH will not comment on the status of your application except on issues of eligibility, completeness, and responsiveness.

### **Letters of reference**

Your references should submit their letters online no later than October 14, 2022 (for applications submitted for the 2022 deadline), and October 13, 2023 (for applications submitted for the 2023 deadline). See [D7. Other Submission Requirements](#).

## 5. Intergovernmental Review

This funding opportunity is not subject to intergovernmental review under [Executive Order 12372](#).

## 6. Funding Restrictions

Awards made under this notice may not be used for the following purposes:

- research by students enrolled in a degree program, including research for doctoral dissertations or theses
- training or coursework for the applicant
- support for graduate student assistants
- the preparation or revision of textbooks
- curriculum development
- the development of teaching methods or theories
- educational or technical impact assessments
- inventories of collections
- the writing of guidebooks, how-to books, and self-help books
- 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; the creation or performance of art; creative writing, autobiographies, memoirs, and creative nonfiction; and quantitative and/or policy-driven social science research

## 7. Other Submission Requirements

### Letters of Recommendation

You are encouraged to solicit two letters of reference that address your proposed project and your ability to undertake it. Provide the names, email addresses, and affiliations for your references on the [NEH Supplemental Information for Individuals Form](#). Provide only one email address for each letter writer in the relevant field.

NEH will email your references **two weeks after the deadline** to prompt them to submit their letters. Letters should be submitted online no later than October 14, 2022 (for applications submitted for the 2022 deadline) and October 13, 2023 (for applications submitted for the 2023 deadline).

You are responsible for ensuring that your references have received and responded to the NEH request and for providing them with your application materials. NEH will notify you by email when your letters of reference have been submitted.

After you have confirmation that NEH received your application, you may check the status of your reference letters by logging in to the [secure area of NEH's website](#). Enter your application number and your Grants.gov tracking number. You will be able to see the names and email addresses of your references and whether their letters have arrived. If necessary, you may send them reminders (including the upload link) from this site.

If a reference letter is submitted late, it will be added to your application when it arrives, but it is possible that reviewers will not take it into account. If you find that you must change your references after the application deadline, you may do so by contacting program staff at [stipends@neh.gov](mailto:stipends@neh.gov).

If you are proposing a translation, one of your letters must be from an expert in the language(s) of your project and should provide an assessment of the one-page sample translation, if you are including one with your application. Notify this reference that they should address the quality of the translation sample in their letter.

Elected government officials, current NEH staff, and members of the [National Council on the Humanities](#) may not serve as letter writers.

Missing reference letters will not disqualify an application from review.

## **E. Application Review Information**

### **1. Review Criteria**

Peer reviewers will use the following criteria to review applications in the Summer Stipends program:

1. The intellectual significance of the proposed project, including its value to humanities scholars, general audiences, or both
2. The quality of the conception, definition, organization, and description of the project and the applicant's clarity of expression
3. The feasibility and appropriateness of the proposed plan of work
4. The quality or promise of quality of the applicant as an interpreter of the humanities
5. The likelihood that the applicant will complete the project (not necessarily during the period of performance), including, when relevant, the soundness of the dissemination and access plans

Each review criteria aligns with specific sections of the narrative and the other application components. See [D2. Content and Form of Application Submission](#).

### **2. Review and Selection Process**

NEH staff review all applications for eligibility, completeness, and responsiveness. The agency then conducts a peer review process for all eligible and complete applications.

Peer reviewers are experts in their fields with knowledge and expertise relevant to the project activities supported by the program. NEH instructs peer reviewers to evaluate applications according to the [review criteria](#) in this notice. Peer reviewers must comply with federal ethics rules governing conflicts of interest.

NEH program officers supplement the peer reviewers' comments to address matters of fact or significant points that the peer reviewers have overlooked. They then make funding recommendations to the [National Council on the Humanities](#). The National Council meets at least twice each year to review applications and advise the NEH Chair. By law, the Chair has the sole authority to make final funding decisions.

Following NEH's public announcement of funded projects, you may request copies of the peer reviewers' evaluations of your proposal by contacting [stipends@neh.gov](mailto:stipends@neh.gov).

[Learn more about the NEH review process.](#)

### **3. Assessment of Risk and Other Pre-Award Activities**

Following the Chair's initial selection of applications for support, the NEH Office of Grant Management (OGM) conducts a risk assessment for selected applications. OGM will consider the applicant's past performance, if applicable; confirm the applicant's continued eligibility; and evaluate compliance with public policy requirements.

OGM may request that you submit additional programmatic or administrative information (or undertake certain activities in anticipation of an award. Such requests do not guarantee that NEH will make an award.

After completing its risk assessment, OGM will determine whether NEH can make an award, whether NEH must impose any special terms and conditions, and what funding level is appropriate.

NEH's award decisions are discretionary and are not subject to appeal to any federal official or board.

### **4. Anticipated Announcement and Award Dates**

NEH will notify you of funding decisions by email in April 2023 for applications submitted for the 2022 deadline, or in April 2024 for applications submitted for the 2023 deadline. This notification is not an authorization to begin performance or incur related costs. Successful applicants will be required to complete the NEH Individual Programs Acceptance Form, from which the payment schedule will be determined.

## **F. Federal Award Administration Information**

### **1. Federal Award Notices**

If your application is selected for an award, the NEH Office of Grant Management will send offer letters and award documents through via eGMS Reach as early as April 2023 (for application submitted for the 2022 deadline) or April 2024 (for applications submitted for the 2023 deadline).

### **2. Administrative and National Policy Requirements**

Awards are subject to the [NEH Summer Stipends Terms and Conditions](#), and the specific terms and conditions in the Notice of Action.

### **Debarment, suspension, ineligibility, and voluntary exclusion certification**

You must comply with [2 CFR §§180.335](#) and [.350](#) with respect to providing information regarding all debarment, suspension, and related offenses information, as applicable.

- 1) The prospective recipient certifies, by submission of this application, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- 2) Failure to make required disclosures can result in any of the remedies described in [2 CFR §200.339](#), including suspension or debarment. See also 2 CFR parts [180](#) and [3369](#).
- 3) If the prospective recipient is unable to attest to the statements in this certification, an explanation must be included in [Attachment 8: Explanation of delinquent federal debt](#).

## **Providing access to NEH-funded products**

As a taxpayer-supported federal agency, NEH endeavors to make the products of its awards available to the broadest possible audience. Our goal is for scholars, educators, students, and the American public to have ready and easy access to the wide range of NEH award products. All other considerations being equal, NEH gives preference to those that provide free access to the public.

## **Copyright information**

You may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under an award. In accordance with [2 CFR § 200.315\(b\)](#), NEH reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes, and to authorize others to do so. NEH has typically exercised this right in consultation with recipients to publish an excerpt from resulting grant product(s) in [Humanities](#) magazine or on the NEH website.

## **Acknowledging NEH support**

All materials publicizing or products resulting from NEH-funded activities must contain an acknowledgment of NEH support. Consult [Acknowledgment and Publicity Requirements for NEH Awards](#) and [Publicizing Your Project](#) for guidance.

## **NEH Research Misconduct Policy**

In accordance with the [Federal Policy on Research Misconduct](#), NEH established procedures for handling allegations of research misconduct applicable to both internal and external research programs. Review the [NEH Research Misconduct Policy](#).

## **Coordination of geographic information and related spatial data**

If you request funding for the development, acquisition, preservation, or enhancement of geospatial data, products, or services, you must conduct a due diligence search at the [Data.gov list of datasets](#) to determine whether the needed geospatial-related data, products, or services already exist. If not, you must produce the proposed geospatial data, products, or services in compliance with applicable [Federal Geographic Data Committee](#) guidance.

## **Eliminate waste, fraud, and abuse**

Help NEH eliminate fraud and improve management by providing information about allegations or suspicions of waste, fraud, abuse, mismanagement, research misconduct (fabrication, falsification, plagiarism), or unnecessary government expenditures, during the period of award performance, to the [NEH Office of the Inspector General](#).

## Termination

NEH reserves the right to terminate awards consistent with [2 CFR § 200.340](#).

## 3. Reporting

You must submit a final performance report within 120 calendar days after the period of performance ends. The final performance report collects information relevant to the accomplishments during the period of performance; the products arising or anticipated to arise from the project; financial support apart from NEH sources; the project's impact; and acknowledgement of NEH support. You must submit the final report online through eGMS Reach. NEH will provide further information in the Notice of Action.

Learn more about general [Performance Reporting Requirements](#) and the [reporting requirements for NEH fellowship recipients](#).

A final financial report is not required.

NEH encourages you to send copies of books resulting from research supported by NEH awards to the address below. In addition, you are asked to update the "Products and Prizes" tab in eGMS Reach for any publications or prizes resulting from NEH support.

## G. Agency Contacts

If you have questions about the program, contact:

Division of Research Programs  
National Endowment for the Humanities  
400 Seventh Street, SW  
Washington, DC 20506  
202-606-8200  
[stipends@neh.gov](mailto:stipends@neh.gov)

If you have questions about administrative requirements or allowable costs, contact:

Office of Grant Management  
National Endowment for the Humanities  
400 Seventh Street, SW  
Washington, DC 20506  
[grantmanagement@neh.gov](mailto:grantmanagement@neh.gov)

If you are deaf or hard of hearing, you can contact NEH via Federal Relay at 800-877-8399.

If you have questions about registering or renewing your registration with [login.gov](#) or [SAM.gov](#), contact the Federal Service Desk, Monday – Friday, 8:00 a.m. to 8:00 p.m. Eastern Time, at:

### [Federal Service Desk](#)

U.S. calls: 866-606-8220

International calls: +1 334-206-7828

For assistance in registering with or submitting your application through [Grants.gov](#), contact [Grants.gov Applicant Support](#), 24 hours a day, 7 days a week, excluding federal holidays. at:

### [Grants.gov Applicant Support](#)

Telephone: 1-800-518-4726

International Calls: 606-545-5035

Email: [support@grants.gov](mailto:support@grants.gov)

Always obtain a case number when calling for support.

## **H. Other Information**

### **Related funding opportunities**

Applicants interested in funding for research projects that are beyond the scope of Summer Stipends should refer to [Division of Research programs](#) for information about our array of programs or contact [research@neh.gov](mailto:research@neh.gov).

Faculty and staff at Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs) and Tribal Colleges and Universities (TCUs) may be particularly interested in our [Awards for Faculty programs](#), which have similar goals and do not require nomination.

### **Privacy policy**

NEH solicits the information in this Notice of Funding Opportunity under the authority of the National Foundation on the Arts and Humanities Act of 1965, as amended, [20 U.S.C. 951, et seq.](#) Disclosure of the information is voluntary. The principal purpose for which NEH will use the information is to process the application, which may include determining eligibility, evaluating the application, selecting recipients, and administering the award program. Panelists and other third parties may assist in the evaluation of applications, in which case NEH will take appropriate security measures with respect to the information provided to such individuals for review. NEH may also use or disclose the information it collects as required by law and for governmental purposes such as statistical research, analysis of trends, Congressional oversight, and the other routine uses set forth in the systems of records notice (“SORN”) published by NEH in the Federal Register. NEH ordinarily will not publicly disclose the contents of applications that NEH does not select for funding, except as set forth in the SORN. Failure to provide the information solicited in this Notice may result in rejection of the application.

### **Application completion time**

The Office of Management and Budget requires federal agencies to supply information on the time needed to complete forms and also to invite comments on the paperwork burden. NEH estimates that on average it takes sixty hours to complete this application. This estimate includes time for reviewing instructions, researching, gathering, and maintaining the information needed, and completing and reviewing the application.

You may send any comments regarding the estimated completion time or any other aspect of this application, including suggestions for reducing the completion time, to the Chief Funding Opportunity Officer at [grantmanagement@neh.gov](mailto:grantmanagement@neh.gov). According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB number. The OMB Control Number for this Notice of Funding Opportunity is 3136-0134, expiration date October 31, 2024.