



NATIONAL ENDOWMENT FOR THE
Humanities

DIVISION OF EDUCATION PROGRAMS

**DIALOGUES ON THE
EXPERIENCE OF WAR**

FREQUENTLY ASKED QUESTIONS

What are the humanities?

According to the 1965 National Foundation on the Arts and the Humanities Act, “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.”

What first steps should I take in developing a Dialogues on the Experience of War grant proposal?

First, read the program guidelines carefully, including the eligibility requirements. Be sure to read the review criteria by which your application will be judged. You may wish to discuss your proposal with colleagues or consult with a grants officer at your institution, if one is available. After this preparation, contact an NEH program officer for answers to questions, advice on the proposal, and review of a preliminary sketch and/or a draft proposal. The submission of preliminary sketches and draft proposals is optional. If you wish to submit a sketch, consult the application guidelines for the deadline (and the [program resource page](#) for the form to use for the sketch). Call 202-606-8337 or e-mail dew@neh.gov to reach NEH staff. E-mail dew@neh.gov to submit a preliminary sketch and/or a draft proposal.

Are sample proposals available?

Yes. Please refer to the [program resource page](#) for sample proposals (as well as a sample budget).

Does my institution need a grant writer to prepare an application?

No. NEH staff members are available to answer your questions and assist you as you prepare your proposal. Please contact us at dew@neh.gov.

What is the difference between the preparatory program and the discussion groups?

Although they are based on the same humanities themes and share many texts and sources, they have two distinct functions. The preparatory program trains NEH Discussion Leaders. The NEH Discussion Leaders then lead at least two discussion groups for audiences of military veterans, members of the armed services, military families, and other members of the public.

When should I start consulting with humanities scholars about a project?

As a rule, the earlier that humanities scholars are involved in a project, the better.

My project is related to the arts. How do I know whether my project is more appropriate for the National Endowment for the Arts (NEA) or the National Endowment for the Humanities (NEH)?

NEH supports projects that provide scholarly, analytical, or historical perspectives on the arts. If your project involves the creation of musical compositions, dance, painting, poetry, short stories, or novels, or arts performance or training, then you should submit your application to NEA, not NEH.

May I apply for more than one NEH award at the same time?

Yes, but there are certain restrictions. For example, individuals may not simultaneously hold an NEH fellowship and serve as a project director of another project that received an award. Applicants interested in applying for more than one award should consult with an NEH program officer.

If my institution receives NEH funding, may we also accept money from other sources?

Yes. NEH encourages applicants to seek support from diverse sources. However, Dialogues on the Experience of War does not require such cost-sharing. Furthermore, submitting proposals to other funders has no bearing on how NEH reviews proposals.

May a non-U.S. institution or organization apply for an NEH award?

No, foreign entities are not eligible to apply. NEH does not provide financial assistance to foreign institutions or organizations. Nevertheless, otherwise eligible American institutions may apply for collaborative projects involving U.S. and foreign organizations provided they do not use NEH funds for the purpose of issuing subawards to any foreign organization. This limitation does not preclude American institutions from obtaining the services of foreign individuals and consultants to carry out various programmatic activities on a fee-for-service basis; it also does

not preclude vendor contracts such as in-country transportation services. If you are interested in submitting an application for a project involving international collaboration, please consult beforehand with the division staff.

May I use a Dialogues on the Experience of War award to acquire equipment, materials, and supplies?

The acquisition of equipment, materials, and supplies is allowable when it supports the primary purpose of an NEH project. For example, work on a project website may be facilitated by the purchase of a computer. Dialogues on the Experience of War awards may also support the purchase of texts for participants' in-depth study of a topic in the humanities or other resources (such as entrance tickets to a museum exhibition) that are likely to enhance the discussion programs.

Consistent with Executive Order 13788 ("Buy American and Hire American"), grant recipients and subrecipients who purchase equipment and products with NEH funds should purchase only American-made equipment and products.

May I use a Dialogues on the Experience of War award for the pursuit of independent research?

No. NEH does, however, support independent research in the humanities through its [Fellowships](#), [NEH-Mellon Fellowships for Digital Publication](#), and [Summer Stipends](#) programs, as well as the [Public Scholar Program](#), and Awards for Faculty [at Hispanic-Serving Institutions](#), [at Historically Black Colleges and Universities](#), and [at Tribal Colleges and Universities](#).

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.

What is the deadline for submitting the application?

Applications for Dialogues on the Experience of War grants must be received and validated by [Grants.gov](#) by 11:59 p.m. Eastern Time on November 15, 2018. Grants.gov will date- and time-

stamp your application after it is fully uploaded. Applications submitted after that date will not be accepted.

NEH suggests that you submit your application no later than noon (Eastern Time) on the day of the deadline. Doing so will leave you time to contact the Grants.gov help desk for support, should you encounter a technical problem of some kind. The Grants.gov help desk is now available seven days a week, twenty-four hours a day (except on [federal holidays](#)), at 1-800-518-4726. You can also send an e-mail message to support@grants.gov.

How do I know if I have submitted my application successfully?

See the information [here](#) (PDF).

How will my application be reviewed?

All applications will receive peer review. Using the review criteria listed in the application guidelines, teachers and scholars in the humanities will convene in panels to read and rate the applications. NEH staff will compile a slate of recommended applications based on the panelists' comments and ratings. The [National Council on the Humanities](#) will review the recommendations and provide additional insights. All advice—from the panelists, staff, and National Council—will be sent to the NEH Chairman. By law, only the Chairman is empowered to make an award. More details about NEH's review process are available [here](#).

How long must I wait to learn the outcome of my application?

Applicants will be notified of the decision by e-mail in March 2019. Institutional grants administrators and project directors of successful applications will receive award documents from the NEH Office of Grant Management by e-mail in April 2019.