NATIONAL ENDOWMENT FOR THE HUMANITIES
NOTICE OF FUNDING OPPORTUNITY

Funding Opportunity Title: **Summer Stipends**

Funding Opportunity Number: 20200923-FT

Funding Opportunity Type: New

Federal Assistance Listing Number: 45.160

Application Due Date:
September 23, 2020
September 22, 2021

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
TTY: 800-877-8399

OMB control number 3136-0134, expiration date June 30, 2021.

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 in the humanities and its publication. 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:	20200923-FT
Federal Assistance Listing Number (CFDA):	45.160
Application Due Dates:	September 23, 2020, 11:59 p.m. Eastern Time September 22, 2021, 11:59 p.m. Eastern Time
Anticipated Announcements:	March 2021 (for applications submitted on or before September 23, 2020) March 2022 (for application submitted on or before September 22, 2021
Anticipated Total Annual Funding:	$540,000 per deadline
Estimated Number and Type of Awards:	Up to 90 grants per deadline
Funding Range:	$6,000
Cost Sharing Required:	No
Period of Performance:	Two consecutive months starting as early as May 1, 2021 (for applications submitted on or before September 23, 2020), and starting as early as May 1, 2022 (for applications submitted on or before September 22, 2021)
Eligible Applicants:	Individuals who have completed their formal education and are U.S. citizens or foreign nationals who have been living in the United States or its jurisdictions for at least the three years immediately preceding the application deadline. Applicants may submit only one application to the Summer Stipends program per year. See Section C. Eligibility Information.
Program Resource Page:	https://www.neh.gov/grants/research/summer-stipends
Pre-Application Webinar:	A webinar for nominating officials will be hosted Wednesday, May 20, at 2:00 p.m. Eastern Time. A prerecorded webinar for applicants will be posted to the program resource page on September 1, 2020.

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A. Program Description

1. Purpose

The National Endowment for the Humanities' Summer Stipends program aims to stimulate new research in the humanities and its publication. The program works to accomplish this goal 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
- Furthering the NEH's commitment to diversity and inclusion in the humanities by encouraging applications from independent scholars and faculty at Hispanic Serving Institutions, Historically Black Colleges and Universities, Tribal Colleges and Universities, and community colleges

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.

Summer Stipends are awarded to individual scholars. Organizations are not eligible to apply, even if an institution of higher education serves as a nominator (see Section C. Eligibility).

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

NEH invites research applications from scholars in all disciplines of the humanities and related social sciences, and it encourages submissions from independent scholars and junior scholars.

Examples of previously funded Summer Stipends may be viewed here. Examples of previously funded projects may be found by using the NEH's Funded Projects Query Form.

Unallowable activities are described in section D6. Funding Restrictions.

2. Background

This program is authorized by 20 U.S.C. §956 *et seq*. Awards are subject to the NEH Summer Stipends Terms and Conditions.

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."

To learn more about the National Endowment for the Humanities, visit https://www.neh.gov/about.

NEH Areas of Interest

NEH is especially interested in supporting projects that advance humanities-related work in the following areas.

"A More Perfect Union": NEH Special Initiative Advancing Civic Education and Commemorating the Nation's 250th Anniversary

As our nation approaches its 250th anniversary in 2026, NEH encourages projects that promote a deeper understanding of American history and culture and that advance civic education and knowledge of our core principles of government. The agency-wide "A More Perfect Union" initiative will help Americans better understand the world's oldest constitutional democracy and how our founding ideals are met in a modern, pluralistic society.

NEH welcomes consideration of diverse topics in American history, from Native American culture to rural life to the rise of the industrial city, from the Civil War to the Cold War to the Civil Rights movement, etc. We also seek projects that examine foundational documents in U.S. history, as well as projects that examine historical objects, places, traditions, events, and individuals who collectively shaped our states and nation. Applications about the contributions of under-represented communities are highly encouraged.

B. Federal Award Information

1. Type of Application and Award

Type of applications sought: new (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

Approximately $540,000 is expected to be available annually to fund 90 recipients per deadline.

The actual amount available will not be determined until enactment of the final FY 2021 and 2022 federal budgets. This program notice is subject to the appropriation of funds, and is a contingency action taken to ensure that, should funds become available for this purpose, applications can be processed and funds awarded in a timely manner.

Summer Stipends provide $6,000 for two consecutive months of research and writing. Recipients must work full-time on their projects for these two months and may hold other non-NEH sources of support (for example, sabbaticals and supplementary funding) or grants for the same project during the Summer Stipend period of performance. Summer Stipends normally support work carried out during the summer months, but arrangements can be made for other times of the year. If you have questions, contact the Summer Stipends staff at stipends@neh.gov.

An individual may not hold more than one NEH individual award (for example, a Fellowship, a Public Scholar award, or a Summer Stipend) at the same time. Nor may an individual work on a project supported by an NEH institutional award as either a project director or participant while holding an NEH individual award. An individual may not accept a teaching assignment or undertake any activities diverting the individual from the Summer Stipend project during the period of performance of the award.

Recipients who apply for the September 23, 2020 deadline may begin their periods of performance as early as May 1, 2021, and as late as September 1, 2022.

Recipients who apply for the September 22, 2021 deadline may begin their periods of performance as early as May 1, 2022, and as late as September 1, 2023.

C. Eligibility Information

1. Eligible Applicants

Within the parameters listed below (see the next several headings), individual researchers, teachers, and scholars, whether they have an institutional affiliation or not, are eligible to apply. Applicants holding tenured or tenure-track positions at institutions of higher education must, however, be nominated by their institutions. See Faculty nomination.

Organizations are not eligible to apply for Summer Stipends.

Formal education

All applicants must have completed their formal education by the application deadline. While applicants need not have advanced degrees, individuals currently enrolled in a degree-granting program are ineligible to apply. Applicants who have satisfied all the requirements for a degree and are awaiting its conferral may apply, but such applicants must include as an attachment to the application a letter from the dean of the conferring school, attesting to the applicant's status as of the application deadline as Attachment 5: Degree conferral.

Citizenship

United States citizens, whether they reside inside or outside the United States, are eligible to apply. Foreign nationals who have been living in the United States or its jurisdictions for at least the three years immediately preceding the application deadline are also eligible.

Faculty nomination

Faculty members with tenured or tenure-track positions who teach full-time at institutions of higher education must be nominated by their institutions to apply for a Summer Stipend. Each institution of higher education in the United States and its jurisdictions may nominate two faculty members. Any faculty member is eligible for nomination.

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

Prospective applicants should become familiar with their institutions' nomination procedures before the application deadline. Once nominated by their institutions, faculty members must submit their applications via Grants.gov. Applicants must include the name and e-mail address of the nominating official for their institutions. If you are nominated and subsequently apply, your nominating official will receive an e-mail message seven to ten days after the application deadline, asking for confirmation of your status as one of your institution's nominees. Confirmation must be submitted online no later than October 16, 2020 (for applications submitted for the September 23, 2020 deadline) or October 15, 2021 (for applications submitted for the September 22, 2021 deadline).

Exceptions to the faculty nomination requirement

The following individuals may apply without a nomination:

- independent scholars not affiliated with an institution of higher education
- non-tenure-track faculty at institutions of higher education
- staff members at institutions of higher education who are not faculty members and will not be teaching during the academic year preceding the award
- community college faculty
- emeritus faculty

NEH will declare ineligible all applicants who do not fit one of the exempt categories and do not have their nomination status confirmed.

2. Cost Sharing/Matching

Cost sharing is not required in this program.

Cost sharing or matching is the portion of the project costs not paid by NEH funds.

3. Other Eligibility Information

Applicants may submit only one application to the Summer Stipends program per year.

Applicants are limited to having only one active NEH award to individuals at a time.

Applicants may not participate in a project supported by an NEH institutional award (such as a Summer Seminar or Institute) while holding an NEH individual award that requires continuous, full-time work.

Individuals who have previously received Summer Stipends may apply to support a new project or a new stage of a previously supported project. These applications do not receive special consideration and will be judged by the same criteria as others in the competition. However, for previously supported projects, NEH will ask reviewers to consider the accomplishments from the prior Summer Stipends award and determine if the project warrants additional support.

Summer Stipend applicants may compete concurrently in the following NEH programs (though they 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
- NEH and National Science Foundation Fellowship for Documenting Endangered Languages (DEL)
- Fellowships for Advanced Social Science Research on Japan

If an applicant accepts a Fellowship and applies for a Summer Stipend in the same fiscal year, the Summer Stipends application will be automatically withdrawn after the Fellowship is accepted.

Each competition has distinct application requirements. Follow the instructions in the relevant notice of funding opportunity.

If an application is submitted more than once prior to the application due date (including submitting to the wrong funding opportunity number or making corrections/updates), NEH will accept your **last** validated online submission, under the correct funding opportunity number, prior to the Grants.gov application due date as the final and only acceptable application.

NEH does not make awards to other federal entities or to applicants whose projects are so closely intertwined with a federal entity that the project takes on characteristics of the federal entity's own authorized activities. This does not preclude applicants from using funds from, or sites and materials controlled by, other federal entities in their projects.

The NEH Summer Stipends program is designed to support individual researchers. Awards may not be divided. If multiple scholars are seeking funding for a collaborative project, each person seeking funding must submit a separate application specifying the individual contribution. Applicants who are seeking funding only for themselves but who are working as part of a collaborative team are also eligible. In both cases, applicants should clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other(s). Panelists will be asked to evaluate each application on its own merits. Applicants proposing to work together may wish to apply instead or in addition for a Collaborative Research award.

All application materials must be received by the application deadline. Applications that are late, incomplete, or that violate the format requirements (including page limits) will not be considered for funding under this notice. 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 – Individual (SF-424 - Individual) application package associated with the funding opportunity and following the instructions provided by Grants.gov unless otherwise noted below. The Grants.gov registration process is described in Section D3.

A link to the Summer Stipends funding opportunity on Grants.gov, including the application package, can be found on the program resource page.

To request a paper copy of this announcement, contact stipends@neh.gov.

Applicants who are deaf or hard of hearing (TTY users) can contact NEH via Federal Relay at 800-877-8399.

2. Content and Form of Application Submission

Your application will consist of a narrative and other required forms and components described below. All applications are evaluated based on the review criteria described in section E1. A budget is not required in this program.

ii. Application Components

The Application Components Table below will help you prepare a complete application. In addition to the standard forms included in the Grants.gov application package, your application also consists of a narrative, and other required attachments. You will upload these components into the Attachments Form.

Applications missing any required documents or conditionally required documents from this list will be considered incomplete and will be rejected from further consideration.

Applications that exceed page limits or violate format instructions will be considered nonresponsive and will be rejected from further consideration.

In addition to submitting these application components through Grants.gov, you should also arrange for two letters of reference. Instructions for the letters of reference appear below under D7. Other Submission Requirements.

Application component	Naming convention	Page limits	Notes
Application for Federal Assistance SF 424 - Individual	Not applicable (Grants.gov form)		Required
NEH Supplemental Information for Individuals	Not applicable (Grants.gov form)		Required
Project/Performance Site Location Form	Not applicable (Grants.gov form)		Required
Attachments Form	Not applicable (Grants.gov form)		Required
Attachment 1: Narrative	narrative.pdf	3	Required
Attachment 2: Bibliography	bibliography.pdf	1	Required
Attachment 3: Résumé	resume.pdf	2	Required
Attachment4: Appendices	appendices.pdf	2	Optional
Attachment 5: Degree conferral	degreeconferral.pdf		Conditionally required
Attachment 6: Explanation of federal debt	delinquentdebt.pdf		Conditionally required

Application for Federal Assistance – SF-424 - Individual

This Grants.gov form is used to capture basic information about the applicant and the proposed project. Fields **1**, **2**, and **4** will be filled in automatically; field **3** will be left blank.

5a-d. Applicant Information

Provide your name, telephone number, e-mail address, and mailing address. You must include an e-mail address in the "Email" field, even though it is not highlighted as a required field. NEH will use this e-mail 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."

Enter the number (just the number, not the state) of your Congressional district. To find the number of your Congressional district, type your ZIP code into the "Find Your Representative" tool on the U.S. House of Representatives website. If you do not have a Congressional district (that is, you are in a state or U.S. territory that does not have districts or you reside in a foreign country), enter a "0" (zero). If you live in one district but your institution is in another, provide the number for the district in which you live.

6. Project Information

a. "Project Title." Enter this, even though the field is not highlighted. The title may not exceed 125 characters (including spaces and punctuation). It should be descriptive, informative to a general audience, and free of specialized language. Avoid using a main title that requires

clarification by the subtitle. When possible, include places and dates indicating a project's scope. Your NEH project title does not necessarily have to be the same as the title of your proposed book. Note that NEH reserves the right to change the titles of projects that receive awards.

b. "Project Description." Describe your project for a nonspecialist audience, stating the importance of the proposed work to 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." Enter the starting and ending dates for your proposed period of performance. Your period of performance must be two months long, and it must be **full-time** and **continuous**. For more information on allowable award terms and how awards are calculated, see Section B. Federal Award Information.

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 parts 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 NEH form provides additional professional information about you, your institution (if affiliated), and your reference-letter writers.

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. Applicants with an institutional affiliation must include their institution's D-U-N-S® number, omitting hyphens. This number is generally provided by the institution's sponsored research office and it ensures that NEH identities your institution correctly in the materials we provide to external reviewers.

Status

Indicate if you are a junior scholar or a senior scholar. Junior scholars are defined as those who are seven years or fewer beyond their terminal degree; senior scholars are defined as those who are more than seven years beyond their terminal degree.

Reference Letters

Provide the names, e-mail addresses, and affiliations for your two letter writers. **Enter only one e-mail address for each letter writer.** Applicants are responsible for providing accurate e-mail addresses. The NEH grants management system will use the addresses exactly as they have been entered on this form. If you provide two e-mail addresses for a letter writer, NEH will be unable to contact him or her.

To ensure full consideration, letters must be submitted online not later than October 16, 2020 (for applications submitted for the September 23, 2020 deadline), or October 15, 2021 (for applications submitted for the September 22, 2021 deadline).

See Section D7 Other Submission Requirements for additional instructions on the submission of reference letters and confirmation of their receipt by NEH.

Nominating Official

If applicable, provide the name, title, and contact information your nominating official. After the deadline, NEH will contact this person, requesting confirmation of your nomination status. Confirmation must be submitted online not later than October 16, 2020 (for applications submitted on September 23, 2020) or October 15, 2021 (for applications submitted on September 22, 2021). In response to this submission, both the nominating official and the applicant will receive a confirmation via e-mail. NEH will declare ineligible all applicants who do not fit one of the exempt categories and do not have their nomination status confirmed.

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**. This form allows for the collection of multiple performance 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.

Attachments Form

Attach your narrative and the other application components to this form. Consult the Application Components Table to learn about the required application components, how to

name each attachment, and the order in which to attach them. You must name and attach your files in the proper order so that NEH can identify them.

When you open the Attachments Form, you will find fifteen attachment buttons, labeled "Attachment 1" through "Attachment 15." By clicking on a button, you will be able to choose the file from your computer that you wish to attach.

Your attachments must be in Portable Document Format (.pdf). Make sure that all files in formats other than PDF (images, Word or Excel files, etc.) have been properly saved as PDF files. Do not simply rename your non-PDF files with PDF extensions. If an attachment contains multiple documents, you must merge those documents into a single PDF. Do not attach a zip file containing multiple PDFs.

Visit Grants.gov's Adobe Software Compatibility page to verify the compatibility of your current software or to download the appropriate version. Even if you choose to complete the online webforms in Workspace, you will need to convert the files that you will attach (to the Attachments Form) into PDFs. If you have a problem installing Adobe Reader, it may be because you do not have permission to install a new program on your computer. Many organizations have rules about installing new programs. If you encounter a problem, contact your system administrator.

Note the following Grants.gov file naming conventions: limit file names to 50 or fewer characters. Do not attach any documents with the same name. All attachments should have a unique name. Use only the following UTF-8 characters when naming your attachments: A-Z, a-z, 0-9, underscore, hyphen, space, period, parenthesis, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semi colon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign. Attachments that do not follow this rule may cause the entire application to be rejected or cause issues during processing.

Grants.gov may accept and validate your submission even if required components are missing. This may result in NEH rejecting your application as incomplete. It is your responsibility to ensure that all required components are properly attached and submitted.

Attachment 1: Narrative (required)

Your narrative provides a comprehensive framework and description of all aspects of the proposed project. It should be succinct, well organized, and free of technical terms and jargon so that peer reviewers can understand the proposed project.

You must limit the narrative to 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 Section E1. Review Criteria for full descriptions.

Successful applications will use the following section headings for the narrative and contain the information below. Name the file narrative.pdf.

GUIDANCE FOR NARRATIVE, BIBLIOGRAPHY, RESUME, and APPENDICES To ensure that you fully address the review criteria, this table provides a crosswalk between the application components and the review criteria.	
Narrative Section	**Review Criteria**
Significance and contribution	1, 2
Methodology and work plan	2, 3
Competencies, skills, and access	2, 3, 4
Final product and dissemination	5
Application Component	**Review Criteria**
Bibliography	1
Résumé	4
Appendices (only for editions, translations, database projects and visual materials)	2

Significance and contribution (corresponds primarily to Review Criteria 1 and 2)

Describe the intellectual significance of the 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.

Methodology and work plan (corresponds primarily to Review Criteria 2 and 3)

Describe your method(s) and clarify the part or stage of the project that will be supported by the Summer Stipend. Summarize your work plan, describing the activities or steps that you will use during the period of performance to carry it out. Use a time line that includes each activity. NEH understands that your work plan may change as your project develops. 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.

For book projects, explain how the final project will be organized. If possible, provide a brief chapter outline. 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. Your work plan for the period of performance should not depend heavily on factors beyond your control, such as the receipt of outside readers' reports from a publisher. If you plan to submit your manuscript before the end of the period of performance, explain what additional work the project will require after you submit the manuscript and why it merits support.

If you are requesting 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 discover 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 proposed guidance posted at http://www.fgdc.gov.

Competencies, skills, and access (corresponds primarily to 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.

Final product and dissemination (corresponds primarily to 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, please provide the URL.

NEH also expects that any materials produced in digital form as a result of its awards will be maintained so as 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: Bibliography (required)

The bibliography must not exceed a single page. Leave one-inch margins and use a font size no smaller than eleven point. 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.

The 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. Your bibliography will be considered primarily under review criterion 1.

Name the file bibliography.pdf.

Attachment 3: Résumé (required)

Your résumé must not exceed two pages. Do not submit a narrative biographical statement instead of a résumé. Include the information listed below.

- 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: include your level of competence in any relevant foreign languages

Your résumé will be considered primarily under review criterion 4.

Name the file resume.pdf.

Attachment 4: Appendices (optional)

Depending on the specific nature of the proposed project, applicants are encouraged to 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). This file should be converted to a PDF, and not submitted as a.jpg or other common graphic format.

Applications including any other appendices will not be reviewed. This attachment must not exceed two pages in length.

If applicable, your appendices will be considered primarily under review criterion 2.

Name the file appendices.pdf.

Attachment 5: Degree conferral (conditionally required)

Applicants who have satisfied all the requirements for a degree and are awaiting its conferral must include a letter from the dean of the conferring school or their department chair attesting that the applicant has satisfied all of the requirements for the degree by the application deadline.

Name the file degreeconferral.pdf.

Attachment 6: Explanation of delinquent federal debt (conditionally required)

If you are delinquent in the repayment of any federal debt, provide explanatory information. Also provide 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 student loans, delinquent taxes, delinquent child support payments, and delinquent payroll taxes for household or other employees. See OMB Circular A-129.

Name the file delinquentdebt.pdf.

3. Grants.gov Registration Process

All applicants to this program must submit their applications via Grants.gov Workspace.

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" profile in order to submit an application to this program or other programs for individuals. Instructions for adding a profile are available here:
https://www.grants.gov/help/html/help/index.htm?callingApp=custom#t=Register%2FAddProfile.htm

Only applicants whose Grants.gov accounts include an individual applicant profile will be able to submit applications to this program. If Grants.gov does not allow you to submit your application, it may be because you have not created an individual profile.

When you create your "individual applicant" profile, Grants.gov will automatically fill in the box for the D-U-N-S® number with a default value. Do not change this number.

Applicants who have already registered at Grants.gov and created an "individual" profile need not re-register to submit their applications. We encourage you, however, 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 the Grants.gov help desk at 1-800-518-4726 or support@grants.gov.

Applicants who lose their username and password can request a reminder at https://apply07.grants.gov/apply/login.faces?userType=applicant&cleanSession=1.

Individuals do not need to register in the System for Award Management (SAM). Awards will not be processed 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 "Search Records," and then on "Advanced Search - Exclusion."

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 given a deadline extension or waiver of the online submission requirement. All applicants must submit their applications for NEH funding via Grants.gov Workspace.

4. Submission Dates and Times

There will be two application due dates under this announcement:

September 23, 2020, at 11:59 p.m. Eastern Time
September 22, 2021, at 11:59 p.m. Eastern Time

Letters of reference must be submitted online not later than October 16, 2020 (for applications submitted for the September 23, 2020 deadline), and October 15, 2021 (for applications submitted for the September 22, 2021 deadline). See Section D7 Other Submission Requirements for instructions.

Applications must be complete, within the specified page limits, and validated by Grants.gov under the correct funding opportunity number prior to the deadline to be considered under this notice.

Confirm that you successfully submitted your application. It is your responsibility as an applicant to confirm that Grants.gov and subsequently NEH have received your application.

NEH will assign a tracking number beginning with FT- to your application when it has been received by the agency. The assignment of a tracking number does not guarantee that the application is free of technical problems (such as missing attachments or failure to convert attachments to PDFs). If NEH's system detects a technical problem with your application after retrieving it from Grants.gov, NEH will send you an email notification, provided you have included an e-mail address in your application.

Once an applicant formally submits an application, NEH will not comment on its status except with respect to issues of completeness and eligibility.

5. Intergovernmental Review

This funding opportunity is not subject to intergovernmental review under Executive Order 12373.

6. Funding Restrictions

Funds 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 guide books, 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

Awards in this program are made to individuals; indirect costs are unallowable. If an individual recipient elects to have the stipend paid through their institution, all NEH funds must be remitted to the individual. The institution may not take an institutional allowance or a percent of the NEH award amount.

7. Other Submission Requirements

Applicants are asked to solicit two letters of reference. Provide the names, e-mail addresses, and affiliations for your two reference letter writers on the NEH Supplemental Information for Individuals Form. Letters of reference are more highly regarded if they address the specific

proposed activity and the candidate's ability to undertake it. Ideally, referees should come from different institutions.

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 that you are submitting with your application. Notify this reference that they are expected to address the quality of the translation sample in their letter.

Approximately two to three weeks after the deadline, NEH will email your letter writers, asking them to submit their letters online. Letters must be submitted online not later than October 16, 2020 (for applications submitted for the September 23, 2020 deadline), and October 15, 2021 (for applications submitted for the September 22, 2021 deadline).

Applicants are responsible for ensuring that their letter writers have received and responded to the NEH requests for their letters by the deadline. You will be notified by e-mail when each of your letters of reference has been received. You are also responsible for providing the letter writers with relevant materials (such as a draft of the application).

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

Late letters will be added to your file when they arrive, but it is possible that reviewers will not take them into account. If you find that you must change one or both of your letter writers after the application deadline, you may do so by contacting program staff at stipends@neh.gov. Indicate which referee you would like to replace and provide the contact information, including e-mail address, for the new referee.

Elected government officials and current members of NEH'S National Council on the Humanities may not serve as letter writers.

Missing reference letters will not disqualify an application from review. Evaluators may, however, find your application less persuasive if one or both letters are missing.

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 corresponds to specific sections of the narrative and the other application components. See Section D2 Content and Form of Application Submission for additional information.

2. Review and Selection Process

NEH staff review applications for eligibility and completeness. NEH uses a peer review process to evaluate all eligible and complete applications. Peer reviewers are experts in the field with relevant knowledge and expertise in the types of project activities identified in the applications. NEH instructs reviewers to evaluate applications according to the review criteria outlined in this notice of funding opportunity. Peer reviewers must comply with federal ethics and conflicts of interest requirements.

NEH staff comments on matters of fact or on significant issues that otherwise would be missing from peer reviews, then makes recommendations to the National Council on the Humanities. The National Council meets at least twice annually to advise the NEH Chairman. The Chairman considers the advice provided by the review process and, by law, makes all funding decisions. Learn more about NEH's review process.

3. Assessment of Risk and Other Pre-Award Activities

Applications that have received a favorable objective review are reviewed for other considerations that include past performance, as applicable; continued applicant eligibility; and compliance with any public policy requirements. You may be asked to submit additional information or to undertake certain activities in anticipation of an award. However, even at this point in the process, such requests do not guarantee that an award will be made. Following review of all applicable information, NEH's approving and grant management officials will determine whether an award can be made, if special conditions are required, and what level of funding is appropriate.

Award decisions are discretionary and are not subject to appeal to any NEH official or board.

4. Anticipated Announcement and Award Dates

Applicants will be notified of funding decisions by e-mail in April 2021 (for applications submitted for the September 23, 2020 deadline), or in April 2022 (for applications submitted for the September 22, 2021 deadline). Notice will be sent to the e-mail address supplied in the application (SF-424 - Individual form). All applicants may obtain the evaluations of their applications by sending an e-mail message to stipends@neh.gov. For successful applicants, the notification is not an authorization to begin performance or incur related costs. Successful applicants will be required to complete the Summer Stipends Acceptance Form, from which a payment schedule will be determined.

F. Federal Award Administration Information

1. Federal Award Notices

Successful applicants will receive award documents from the NEH Office of Grant Management by e-mail as early as April 2021 (for applications submitted on September 23, 2020) or April 2022 (for applications submitted on September 22, 2021).

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 Award.

Debarment, Suspension, Ineligibility, and Voluntary Exclusion Certification

You must comply with 2 CFR §§180.335 and 180.350 with respect to providing information regarding all debarment, suspension, and related offenses information, as applicable.

1) You certify, by submission of this application, that you are not 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 §200.338, including suspension or debarment. (See also 2 CFR parts 180 and 3369).
3) Where the prospective recipient is unable to attest to the statements in this certification, an explanation must be included in Attachment 6: 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

NEH recipients may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under an award. 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 the *Acknowledgment and Publicity Requirements for NEH Awards* and *Publicizing Your Project* pages on the NEH website for guidance on acknowledging NEH support and promotion.

NEH Research Misconduct Policy

In accordance with the Federal Policy on Research Misconduct, published in the December 6, 2000, edition of the Federal Register, 65 Fed. Reg. 76,260, the National Endowment for the Humanities has established procedures for handling allegations of research misconduct applicable to both internal and external research programs supported by NEH. This policy reflects NEH's interest in the accuracy and reliability of the research record and the processes involved in its development. As defined in the Federal Policy on Research Misconduct, research includes all basic, applied, and demonstration research. Review NEH's Research Misconduct Policy.

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.

3. Reporting

Final Reports. Recipients must submit a final performance report within 90 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. The final reports must be submitted online through eGMS Reach, NEH's online grant management system. Further information will be provided in the Notice of Action. See the Instructions for Submitting the Final Performance Report for NEH Fellowships (including NEH/Japan-U.S. Friendship Commission Fellowships), Awards for Faculty, and Summer Stipends for additional information.

A final financial report is not required.

Recipients are encouraged to send copies of books resulting from research supported by NEH awards to the address below.

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

For assistance in registering with or submitting your application through Grants.gov, contact Grants.gov 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
Grants.gov Support
Self-Service Knowledge Base

Always obtain a case number when calling for support.

H. Other Information

Privacy policy

Information in these guidelines is solicited under the authority of the National Foundation on the Arts and Humanities Act of 1965, as amended, 20 U.S.C. 956 *et seq*. The principal purpose for which the information will be used is to process the application. The information may also be used for statistical research, analysis of trends, and Congressional oversight. Failure to provide the information may result in the delay or 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 fifteen 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. 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 June 30, 2021.