



NATIONAL ENDOWMENT FOR THE HUMANITIES

DIVISION OF RESEARCH PROGRAMS

AWARDS FOR FACULTY AT HISPANIC-SERVING INSTITUTIONS, HISTORICALLY BLACK COLLEGES AND UNIVERSITIES, AND TRIBAL COLLEGES AND UNIVERSITIES

FREQUENTLY ASKED QUESTIONS

(Updated December 2, 2024)

A. PROGRAM DESCRIPTION

1. To be eligible, must my project have some connection to the identity of my institution as a Hispanic-Serving Institution (HSI), Historically Black College or University (HBCU), or Tribal College or University (TCU)?

No. Projects addressing any topic within the humanities (or the social sciences employing humanistic methods) are allowable, whether pertaining to the identity of your institution or not, except for those activities restricted in D6. Funding Restrictions in the Notice of Funding Opportunity (NOFO).

2. I want to apply to improve a course that enrolls both undergraduate and graduate students. Would my project be allowable in the Awards for Faculty programs?

HBCU and HSI: Yes, if the course is listed independently as an undergraduate course. In your application, demonstrate how the proposed project encourages excellence in undergraduate teaching of the humanities, and how your proposed research will contribute to the students and the curriculum at your institution. Projects that focus exclusively or primarily on graduate teaching are ineligible.

TCU: Individuals applying to the Awards for Faculty at TCUs opportunity may apply to revise both undergraduate and graduate courses. Individual faculty or staff members at TCUs may also apply to offer a new humanities **workshop series** for the institution and/or the community. A **workshop series** could enroll undergraduate or graduate students, or community members.

3. I want to use my award to post materials online for a course I teach regularly so that it will be more interesting to students. Would this be an allowable project?

It is allowable, but the proposal is unlikely to be competitive. This program is intended to foster projects that are research-based, which require recipients to spend significant time pursuing a plan of research. While you may incorporate work with technology into your plan to enhance your research agenda, projects aimed chiefly at learning technological skills are unallowable.

Applicants seeking to learn technological skills and digital humanities methods might consider applying to attend an [NEH Institute for Advanced Topics in the Digital Humanities](#).

4. What factors should I consider when deciding whether to apply to the NEH Awards for Faculty program or the NEH Fellowships program?

To determine which NEH program best supports the goals of a project, consider the main differences between the programs summarized below:

	Awards for Faculty	Fellowships
Period of Performance	Flexibility in work plans. The period of performance can be full time, part time, or in combination, between 2 to 12 months, full-time equivalent. Applicants must work at least half time on the NEH project.	The period of performance must be full time, between 6 and 12 months.
Type of Project Supported* and Application Format *For complete details, consult the Notice of Funding Opportunity.	This program offers flexibility in the types of projects it supports. While focused on research activities, projects can aim to result in a wide variety of outputs. Eligible project types include humanities research and writing leading to the development of peer-reviewed articles, books, digital materials, translations, or other scholarly tools; humanities research related to institutional or community goals; and humanities research leading to the revision of an existing undergraduate course. If you are applying to the Awards for Faculty at TCUs program, additional project types are possible, including revisions of graduate courses and development of humanities workshop series for students and/or the community. (See section A1 of the Notice of Funding Opportunity).	Fellowships recipients usually produce books, monographs, peer-reviewed articles, books, born-digital materials, translations, or critical editions. Projects focused on research related to course revisions, humanities workshop series, or the achievement of institutional or community goals are ineligible.
Eligibility* *For complete details, see the Notice of	Individual faculty and staff members affiliated with HBCUs, TCUs, and HSI*s only; full-time, part-time, adjunct, and emeriti	Individuals, including those with no institutional affiliation.

Funding Opportunity	faculty and staff are eligible to apply.	
Stipend	\$5,000 per full-time month or the part-time equivalent (i.e., \$5,000 for two half-time months).	\$5,000 per month. Full-time work required for a period of 6 to 12 months.
Draft Narratives	NEH staff may review draft narratives and work plans received approximately 8-9 weeks prior to the deadline, depending on your institutional affiliation. See D4. Submission Dates and Times in the NOFO.	NEH staff do not review drafts.

B. FEDERAL AWARD INFORMATION

1. My research involves the assistance of students. Can I use my award to provide students with a stipend?

No. This program is intended to support the individual fellow’s research, and funds go directly to the individual. Activities funded through this program are intended to center on research, rather than pedagogy. If you are working on a project involving students or other faculty members, you may wish to consider instead the NEH Division of Education programs, including the [Humanities Initiatives](#) or [Spotlight on Humanities in Higher Education](#) programs.

2. Can I change the period of performance of my NEH Award for Faculty if I receive an award?

Yes. You may change your start and end dates if you receive an award as long as the start date falls within the range identified in the NOFO and the change does not increase the approved award amount. For information on how NEH calculates awards, see [B2. Summary of Funding](#).

C. ELIGIBILITY INFORMATION

1. I teach at a minority-serving institution, but not at an institution federally designated as a Hispanic-Serving Institution, Historically Black College or University, or Tribal College or University. Am I eligible to apply?

No. Only applicants who teach at, serve on the staff of, or have retired from federally designated Hispanic-Serving Institutions, Historically Black Colleges and Universities, or Tribal Colleges and Universities are eligible to apply to the Awards for Faculty programs. If you are unsure whether you work at an eligible institution, check with administrative staff on your campus. See also C. Eligibility Information in the NOFO.

D. APPLICATION AND SUBMISSION INFORMATION

1. What assistance is available for preparing the proposal?

NEH staff are available to answer specific questions about preparing your proposal and about your eligibility. Contact them at (202) 606-8200 or FacultyAwards@neh.gov.

You may review sample applications, available on the three program resource pages: [Awards for Faculty at Hispanic-Serving Institutions](#), [Awards for Faculty at Historically Black Colleges and Universities](#), and [Awards for Faculty at Tribal Colleges and Universities](#), as well as a [list of recent awards](#).

Although you are not required to submit a draft narrative and work plan, program staff will read and comment on draft narratives and work plans submitted by applicants affiliated with eligible institutions that are not classified by the Carnegie Classification system as “Doctoral Universities: Very High Research Activity.” (You can search for your institution and its classification here: [Institutions Search-Carnegie Classification of Institutions of Higher Education](#).) Draft narratives and work plans must be submitted to FacultyAwards@neh.gov by the deadline listed in D4. Submission Dates and Times in the NOFO.

2. How should I title my proposal? Does NEH change project titles?

Your title should be descriptive of the project, substantive, and free of specialized language. It should be easily understood by the general public. Omit technical terms, jargon, and unfamiliar words. The title should not exceed 125 characters, including spaces and punctuation. Your NEH project title need not be the same as the title of your proposed publication.

Avoid using a title that requires clarification by the subtitle. For example, “A History of Counterfeiting in the U.S., 1776-1900” is clearer than “Fakes and Fakers: A History of Counterfeiting in the U.S., 1776-1900.”

When possible, include places and dates indicating a project’s scope. For example, “Faith and Belief among New York City Catholics, 1945-1970” is clearer than “Faith and Belief in the Catholic Community.”

NEH reserves the right to re-title funded projects.

3. Do I need to submit a budget as part of the application?

No, a budget is not required, and you should not submit one. These awards pay at a fixed rate of \$5,000 per month (full-time equivalent). However, you must clearly state in your application how many months of support you are requesting, and whether you plan to work full time, part time (which must be at least 50% of your usual load), or in combination during the period of performance. Your period of performance must be continuous. If you choose to work part time on your project, your regular teaching and administrative load must be reduced accordingly. You may not take on course overloads or work overtime. More details about the period of performance and work plan appear in B2. Summary of Funding in the NOFO.

4. One or both of my reference letter writers did not receive the email from NEH requesting the upload of his or her letter. What should I do?

NEH will not send out requests for letters until approximately two to three weeks after the application deadline. If one of your letter writers has not received a request after three weeks, it is usually because a junk email filter captured the request or because you supplied an incorrect email address (NEH's automated system uses the address you enter). You may resend the upload link to your letter writers by logging in to the [secure area of the NEH website](#). If you need to correct an error in an email address, contact FacultyAwards@neh.gov.

NEH encourages you to confirm that your letter writers have received the upload link before the deadline for submitting letters, which is indicated in D7. Other Submission Requirements in the NOFO. You are responsible for ensuring that your letters have arrived by the deadline.

E. APPLICATION REVIEW INFORMATION

1. How will my application be reviewed?

NEH utilizes a peer review process. More details about NEH's review process are available in E2. Review and Selection Process in the NOFO.

2. Can I see the peer reviewers' comments after the competition?

Yes. To request the comments, send an email including your NEH application number to FacultyAwards@neh.gov. If your application is unsuccessful, the comments may help you revise it for resubmission. Even if your application is successful, we encourage you to request reviewers' comments as they may help inform the project.

3. I applied for an award last year and my proposal was rejected. Will I be at a disadvantage if I reapply?

No. NEH encourages previous applicants to request their peer reviewers' comments, revise their applications as appropriate, and reapply. NEH does not inform peer reviewers if an application was unsuccessful in a previous competition.