



NATIONAL ENDOWMENT FOR THE

**Humanities**

**Preservation Assistance Grants  
for Smaller Institutions**

*Preserving Our Nation's  
Cultural Heritage Since 2000*

Presented to  
C2C Online Community Webinar

March 12, 2012

by

Senior Program Officer  
Elizabeth Joffrion

# Agenda

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- Introduction to NEH Programs
- Preservation Assistance Grants for Smaller Institutions
- Proposal Development and Grant Writing Strategies

# Primary NEH Grant Making Divisions

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- **Division of Research** - grants to scholars and institutions for research projects (individual & collaborative)
- **Division of Public Programs** - grants for museum exhibits, library programs, & media projects (e.g. documentary films)
- **Division of Education** - grants for seminars for teachers, curriculum development, & learning resources
- **Division of Preservation & Access** - grants for preservation and access to humanities materials; digitization; dev. of reference materials
- **Office of Challenge Grants** - matching grants for infrastructure (buildings, endowments)
- **Office of Digital Humanities** - grants to advance use of digital technology in the humanities

# Grant Opportunities

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## Division of Preservation and Access

[www.neh.gov](http://www.neh.gov)

[preservation@neh.gov](mailto:preservation@neh.gov)

# Grant Programs

## Humanities Collections and Reference Resources

(Deadline: July 17, 2012 for projects beginning May 2013)

## Sustaining Cultural Heritage Collections

(Deadline: December 4, 2012 for projects beginning September 2013)

## Research and Development Projects

(Deadline: May 16, 2012 for projects beginning January 2013)

## Preservation and Access Education and Training

(Deadline: July 3, 2012 for projects beginning January 2013)

## Preservation Assistance Grants for Smaller Institutions

(Deadline: May 1, 2012 for projects beginning January 2013)

## National Digital Newspaper Program

(Deadline: January 15, 2013 for projects beginning September 2013)

## Documenting Endangered Languages

in collaboration with the National Science Foundation

(Deadline: September 14, 2012 for projects beginning May 2013)

## Save America's Treasures

in collaboration with the National Park Service

CANCELLED





# Activities We Fund

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- Planning and assessments for care of collections (PAG)
- Improvement to environmental controls (PAG)
- Education and training (PAG)
- Increase access and intellectual control, through cataloging, arrangement, and description
- Conservation treatment, reformatting, and rehousing
- Digitizing collections
- Developing databases, and spatial and linguistic tools
- Research and development

# Types of Collections

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- Prints and photographs
- Books, journals, archives, and manuscripts
- Moving images and sound recordings
- Architectural and cartographic records
- Decorative and fine art objects
- Furniture, textiles, and historical objects
- Archaeological and ethnographic artifacts
- Digital materials

# Some Facts about PAG

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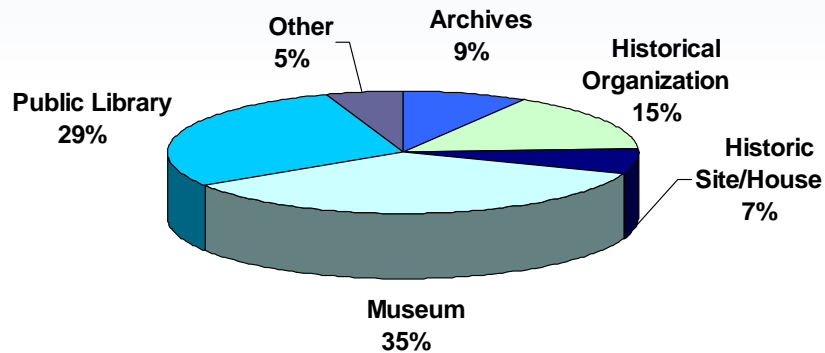
- NEH Outreach to Small Institutions
- We encourage applications from institutions that have never applied to NEH
- Awards for up to \$6000
- Easy to write, no cost share
- Guidelines are online: [www.neh.gov](http://www.neh.gov)
- Next Deadline May 1, 2012



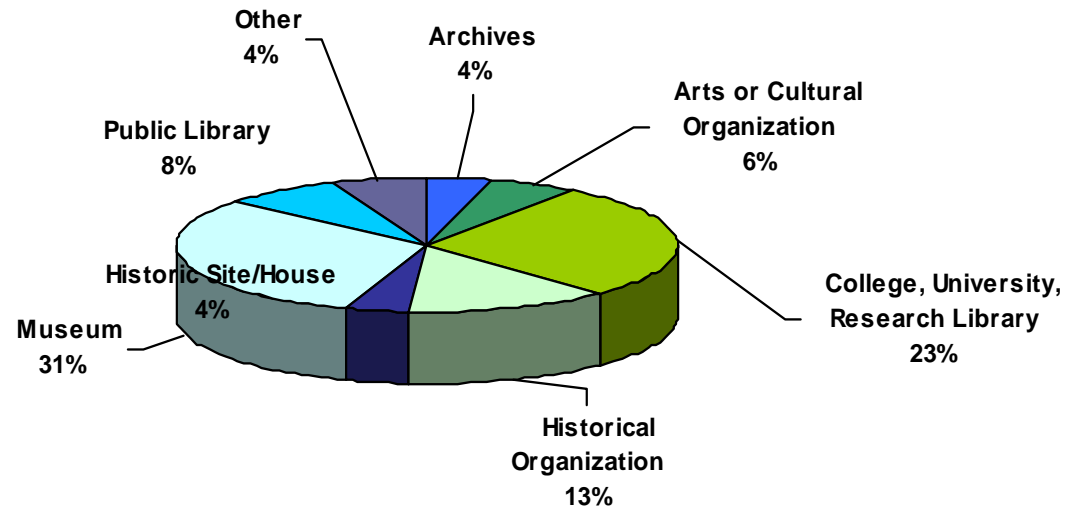
# PAG Awards by Institutional Type

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**2000-2005**



**2006-2012**

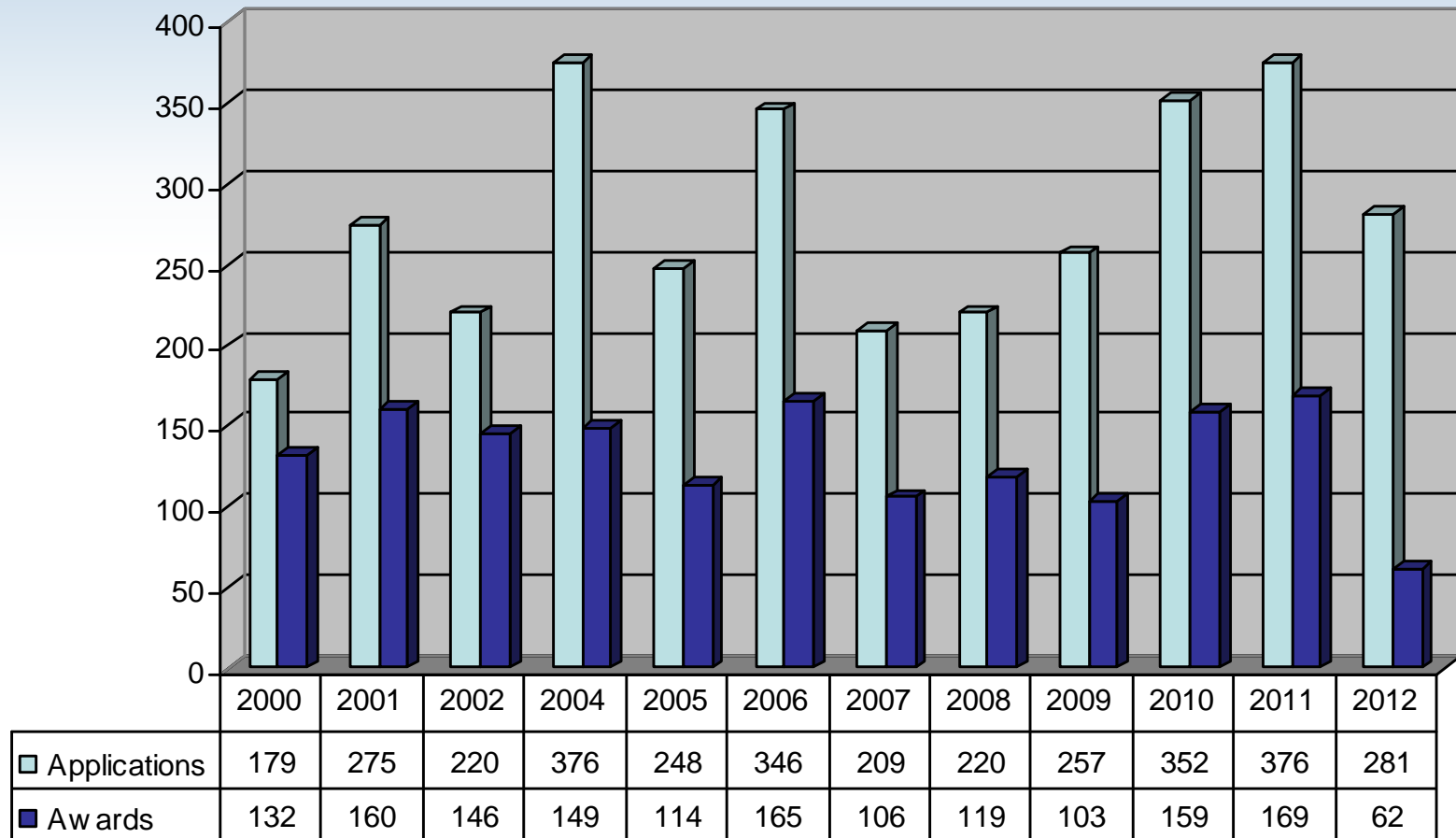


# Preservation Assistance Grants 2000-2012

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- The division has received 3,058 PAG applications, requesting \$16,299,234 in outright funds
- NEH has awarded 1,584 PAGs for a total of \$7,572,722
- PAGs have been made to every state, as well as to DC and many of the territories
- The cumulative funding ratio for the program is 46%

# Preservation Assistance Grants 2000 - 2012



**Fiscal Year**

\*There were no applications in FY 2003, because the deadline date was changed.

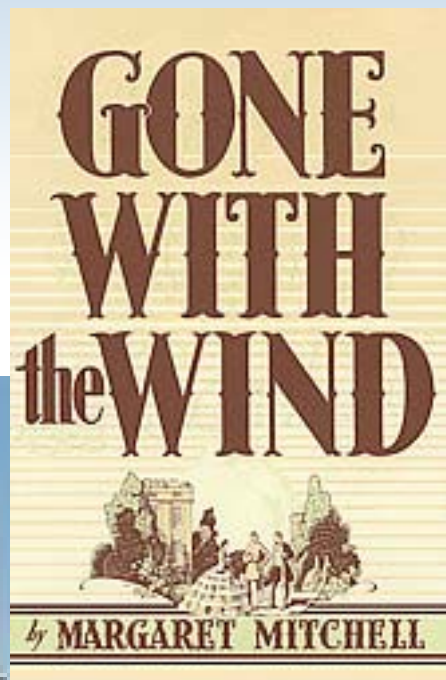
# General Preservation Assessments Long-Range Preservation Plans

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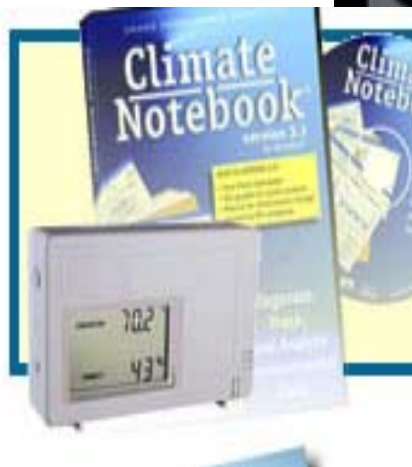
# Atlanta Fulton Library System

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# Specialized Studies and Plans

Plans for improving environmental conditions, lighting systems, security or fire protection.





# Develop and Implement a Storage Plan

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Before

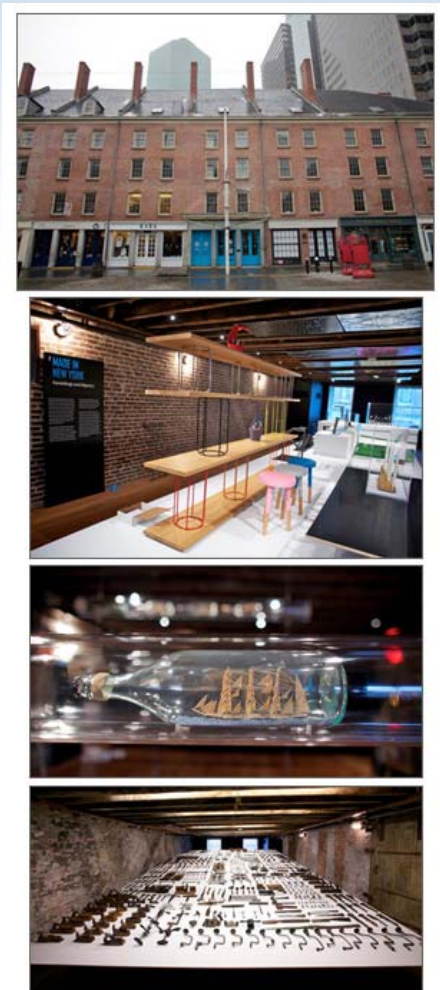


After



# Develop an Integrated Pest Management Program

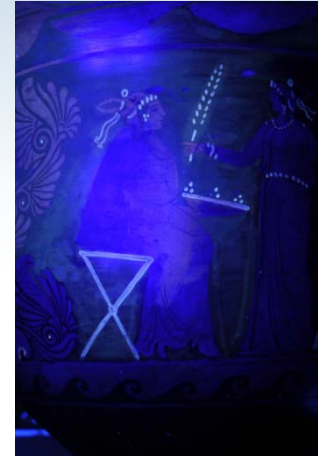
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# Develop a Conservation Treatment Plan

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# Develop a Disaster Plan

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Biloxi Public Library



Beauvoir



# Purchase Storage and Environmental Equipment and Supplies

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# Attend Workshops

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On- or off-site workshops led by preservation professionals



Disaster recovery



Preservation and  
Care of Collections



Digital Preservation



# Training in Disaster Planning and Emergency Response

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# Expanded Training Opportunities

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Attend on-site or off-site workshops on preservation and access, including:

- How to create sustainable digital resources
- Care and handling of collections during digitization
- Digital Preservation
- Best practices for cataloging
- Best practices for arrangement and description of archives

# Digital Preservation

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Mills College Art Museum



Valdosta State University Odum Library



M.E. Grenander Special Collections  
and Archives at SUNY, Albany



Brigham Young University Harold B. Lee Library

# Preservation Assistance Grants for Smaller Institutions

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Preservation Assistance Grants help small and mid-sized institutions improve their ability to preserve and care for their humanities collections.

Eligible activities include:

- General preservation assessments
- Consultations with professionals to address a specific preservation need (environmental conditions, lighting systems, fire and security)
- Purchase of storage furniture and preservation supplies
- Purchase of environmental monitoring equipment
- Education and Training (disaster recovery, collections care, standards and best practices for digitizing collections)

Awards up to \$6000, no cost share. Next Deadline: May 1, 2012





# The Humanities

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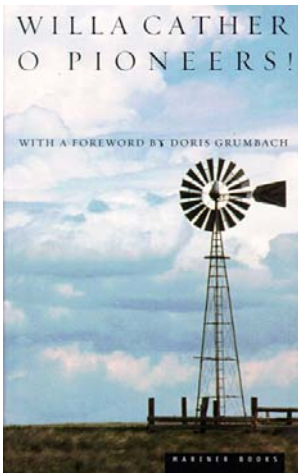
## History



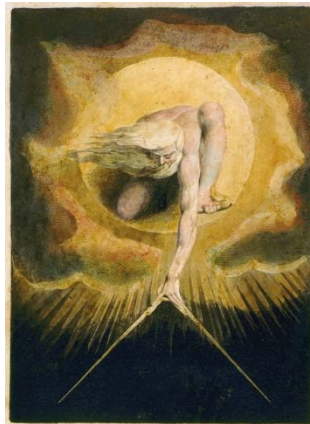
## Archaeology



## Literature



## Art History



and more . . .

- Philosophy
- Jurisprudence
- Linguistics
- Language
- Ethics
- Comparative Religion

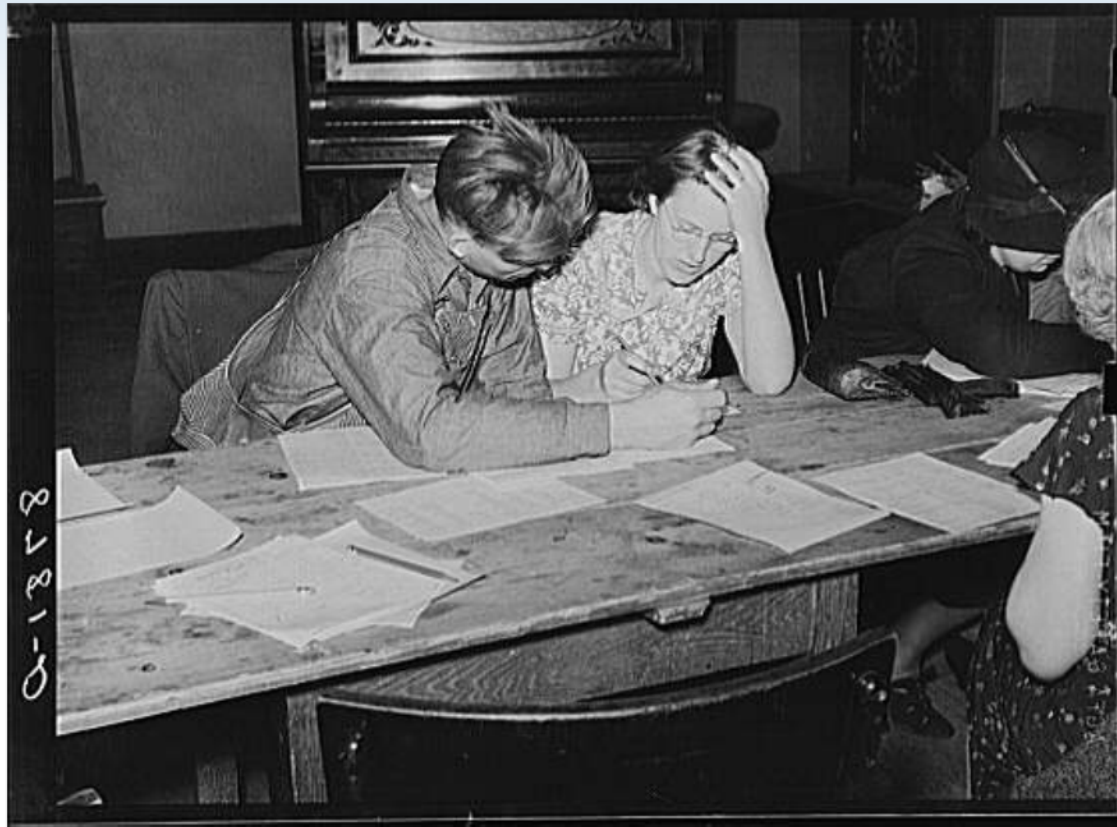
# Peer Review

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- Peer review by panels
- Recommendations by NEH staff
- Advice of the National Council on the Humanities
- Decision by NEH Chairman

# Staff Assistance

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# Visit Grants.gov

The screenshot shows the Grants.gov website interface. At the top, the logo "GRANTS.GOV™" is displayed next to a stylized red and orange graphic. Navigation links for "Contact Us", "SiteMap", and "Help" are in the top right. A horizontal banner features five circular images: hands holding seeds, a woman smiling, two construction workers, a person in a hard hat, and a person at a desk. Below this banner, the main heading "Find. Apply. Succeed." is prominently displayed. To the left is a vertical navigation menu with sections: "FOR APPLICANTS" (containing links like "About Federal Grants", "Get Registered", "Find Grant Opportunities", "Apply for Grants", "Track My Application", and "Applicant Help", with "Get Registered" circled in red), "ABOUT GRANTS.GOV", "FOR AGENCIES", "RESOURCES", "HELP", "CONTACT US", and "SITE MAP". To the right of the main heading, a blue box contains a link to the "Quarterly Succeed e-newsletter" and a "Quick Links" section with links for "Grant Search", "Grant Email Alerts", "Get Registered", "Applicant Login", "E-Biz POC Login", and "Agency Login". Below the main heading, a paragraph describes Grants.gov as a source for finding and applying for federal grants, mentioning over 1,000 programs and a partnership with the U.S. Department of Health and Human Services. A "PLEASE NOTE" section follows, advising that individual financial assistance is not available. A "What's New This Week at Grants.gov" section lists recent updates like the holiday schedule and webcast registration. The footer contains logos for the "Grants Streamlining Initiative", "E-GOV", "FIRSTGOV.gov", and "Benefits.gov".

**FOR APPLICANTS**

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- Get Registered
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- Applicant Help

**ABOUT GRANTS.GOV**

**FOR AGENCIES**

**RESOURCES**

**HELP**

**CONTACT US**

**SITE MAP**

**Find. Apply. Succeed.**

Grants.gov is your source to **FIND** and **APPLY** for Federal government grants. There are over 1,000 grant programs offered by all Federal grant making agencies. The U.S. Department of Health and Human Services is proud to be the managing partner for Grants.gov, an initiative that is having an unparalleled impact on the grant community. Grants.gov allows organizations to electronically find and apply for more than \$400 billion in Federal grants.

**\*PLEASE NOTE:** If you are in need of personal financial assistance such as Social Security/Supplemental Security Income, Medicaid or State Social Services, you can find help at [www.govbenefits.gov](http://www.govbenefits.gov). This type of individual assistance is not available on this website.

**What's New This Week at Grants.gov**

- Grants.gov Contact Center Holiday Schedule
- Register for the January 17, 2006 Grants.gov Stakeholder Webcast!
- IBM Mac Viewer Status - New Release Available
- New Opportunities This Week
- Upcoming Meetings and Events
- Find Out What People Are Saying About Grants.gov!

**Grants Streamlining Initiative**

**E-GOV**

**FIRSTGOV.gov**  
The U.S. Government's Official Web Portal

**GOV Benefits.gov™**

- Register!!!
- Find out your AOR
- Get comfortable with the Grants.gov system.

# Writing the Application

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FOLLOW THE GUIDELINES and Answer All Questions:

- What activity (or activities) would the grant support?
- What are the content and size of the humanities collections that are the focus of the project?
- How are these humanities collections used?
- What is the nature and mission of your institution?

# Does Size Matter?

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How do I know if I am a Smaller Institution?

- libraries, archives, or museums that are part of a larger organization, such as a college or university, should provide budget information for their institutional unit.

# Writing the Application

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FOLLOW THE GUIDELINES and Answer All Questions:

- What activity (or activities) would the grant support?
- What are the content and size of the humanities collections that are the focus of the project?
- How are these humanities collections used?
- What is the nature and mission of your institution?
- Has your institution ever had a preservation or conservation assessment or consultation?
- What is the importance of this project to your institution?
- What are the names and qualifications of the consultant(s) and staff involved in the project?
- Plan of work for the project?

# Writing the Application II

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- Budget
- Appendices
  1. Executive summary of a prior assessment
  2. Vendor estimates
  3. Training or workshop descriptions or programs
  4. Consultant résumé and **letter of commitment**
  5. Brief résumés for key staff
  6. Letters of support



# Evaluation Criteria

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- The **humanities** significance of the collections and their use in education, research, or public programming in the humanities
- The proposed activities and the justification of their **importance to the institution**
- The adequacy of the **plan of work**
- The qualifications of the project's staff
- The reasonableness of the proposed **budget**

# What PAG Won't Fund

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- projects not related to humanities collections
- projects focusing on collections or materials that are not accessible to the public or in the possession of a federally funded entity
- appraisals of collections to determine their historical or financial value
- conservation or restoration treatments
- graduate-level conservation training or
- restoration or capital improvements to buildings or other structures
- projects to catalog, index, arrange and describe, digitize or reformat collections
- the exhibition or display of collections
- development of digitization programs or digital asset management systems
- purchase of computers
- salaries and fringe benefits
- the recovery of indirect costs

# Some Final Tips

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- Follow the Guidelines
- Remember the “H” word
- Speak to a program officer
- Review sample proposals and FAQ's
- If turned down, ask for comments, reapply.

# Proposal Development and Grant Writing Tips

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Tell us what you would like to  
learn



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## **Contact**

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National Endowment for the Humanities  
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<http://www.neh.gov>**

# Current Budget Scenario

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- **FY 2011 Appropriation: \$154,690,000**  
(\$16,500,000 for Preservation and Access)
- **FY 2012 Appropriation: \$146,021,000**  
(\$15,176,000 for Preservation and Access)
- **FY 2013 Request: \$154,255,000**  
(\$15,700,000 for Preservation and Access)



# Common Themes in NEH Evaluation

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- Focus on the “Humanities”
- Panels of your Peers
- NEH Staff Assistance
- Grants.Gov



Old Post Office Pavilion  
1100 Pennsylvania Avenue NW  
Washington, DC 20506