

## **Responsibilities of Recipients of National Endowment for the Humanities Fellowships at Independent Research Institutions**

The following conditions apply to recipients of fellowships funded in whole or in part by the National Endowment for the Humanities and administered by centers for advanced study and international research organizations:

1. Recipients of NEH fellowships must devote **full time** to their research projects and may not accept teaching assignments or undertake any other major activities during the tenure of their award.
2. In the case of long-term fellowships, tenure must be **continuous** and last from four to twelve months; however, an individual long-term fellowship may be split between two NEH-funded institutions with the agreement of those institutions. Fellows offered an NEH grant by another institution and wishing to split fellowship tenure between the institutions must notify both institutions and receive their agreement to the plan. Fellows must also alert both institutions so that they can adjust the respective stipends accordingly (see number 4 below).
3. Although NEH Fellows may hold other fellowships or grants during fellowship tenure, including sabbaticals and grants from their own institutions, they may **not** hold another concurrent NEH grant of any kind.
4. Fellows receiving additional support for the proposed tenure period, for example, from another NEH-supported institution, another public or private source, or from their own institution, must report that to the institution awarding the NEH fellowship. Stipends and allowances for NEH fellows are determined in accordance with an institution's usual practices, though a fellow may not receive more than \$40,000 *in NEH funds* for a grant period of from six to twelve months nor more than \$20,000 *in NEH funds* for a grant period of from four to five months.
5. A fellow encountering problems with the institution administering the award should alert NEH staff using the e-mail address provided below.
6. Upon completion of tenure, NEH Fellows must submit a final report on their activities and accomplishments to the Endowment's Division of Research Programs as well as a separate report to the institution administering their awards. Fellows will receive instructions from NEH regarding the electronic submission of their reports to the Endowment. Fellows may use their reports to the institution as a basis for their report to NEH, then add material to cover the questions posed on the NEH report form. Fellows' final reports should be submitted to

<http://www.neh.gov/online/fellows.asp>

7. Recipients of NEH funds should also see that all products--scholarly articles, books, videos, CD-ROMs and web sites--resulting from research supported by their awards contain an acknowledgment of support from the National Endowment for the Humanities as well as from the institution administering the award. Additionally, the acknowledgment of NEH support must also include the following statement: "Any views, findings, conclusions, or recommendations expressed in this (publication)(program)(web site) do not necessarily reflect those of the National Endowment for the Humanities." One copy of articles, books, videos, and CD-ROMs resulting from work supported by NEH fellowships should be sent to the

National Endowment for the Humanities  
Fellowship Programs at Independent Research Institutions  
Room 318RA  
1100 Pennsylvania Avenue, NW  
Washington, DC 20506

Fellows having questions about the reporting procedure can reach Endowment staff by e-mail at [Epiri@neh.gov](mailto:Epiri@neh.gov) or by telephone at **202.606.8200**.