

Grant Announcement:

Publication Subventions

The following grant application information is for **Publication Subventions**.

- See also [Publishing Historical Records](#) and [Publishing Historical Records-Founding Era](#) grants.

NHPRC support begins no earlier than December 1, 2006.

- Final Deadline (postmark): September 1, 2006

See the [Application Cycle](#) for additional information.

Grant Program Description

The Commission supports projects that publish documents significant to public understanding of the history and culture of the United States.

Through its subvention grants, the NHPRC promotes the widest possible distribution and use of Commission-supported documentary editions and encourages the highest archival permanence standards for paper, printing, and binding. The Commission expects vigorous and innovative marketing efforts on the part of grantees to reach scholars, teachers, and all other audiences.

Award Information

The Commission funds only the estimated losses a press expects to incur by publishing a particular volume. These can be calculated with a simple formula provided by the Association of American University Presses: average net price *multiplied* by estimated first three years' sales, *subtracted* from the total manufacturing and non-manufacturing costs of the volume. Subvention grants cannot exceed \$10,000. The Commission may provide up to \$3,000 for reprinting of NHPRC-sponsored or -endorsed volumes, whether in hardcover or paperback.

Type of Awards

Applicants may request a grant period of up to 24 months.

Eligibility

Only those Publishing Historical Records that have been supported or endorsed by the NHPRC.

How to Prepare an Application

Publishers applying to the Commission for subvention grants must do so before actual publication of the volume for which the grant is requested. All applications submitted to the NHPRC will be

evaluated using objective criteria developed in conjunction with persons knowledgeable in the field of scholarly publishing.

- For more information on your choices, see [How to Submit Applications](#).

Preparing a Project Description

The grant application should include specific information about the paper and binding to be used. All volumes for which grants are requested must be produced in accordance with archival permanence standards for paper, printing, and binding:

- Paper should meet the "American National Standard for Permanence of Paper for Publications and Documents in Libraries and Archives" ANSI/NISO Z39.48-1992 (or latest version) available at the [National Information Standards Organization \(NISO\)](#) developed in cooperation with the American National Standards Institute.
- Inks containing acid or chloride should not be used.
- Bindings should be Smyth-sewn and casebound, with acid-free endpapers, no synthetic fabrics, and no polyvinyl adhesives. They should meet the appropriate specifications for binding, ANSI/NISO Z36.66-1992 (or latest version).
- The infinity symbol, as well as a statement verifying that the volume meets ANSI/NISO standards, must be printed on the publishing information page of the volume.

The application must clearly state the title of the NHPRC-supported volume for which you seek a publication subvention.

Preparing the Budget

The budget should include the total anticipated costs, a breakdown of costs to which Commission funds will be applied, and an estimate of the time during which grant funds will be expended. The Commission does not provide grant support for administrative costs.

The grant period should not exceed two years. Any grant funds not expended on producing or distributing the volume must be refunded at the end of the grant period. Grantees may not charge expenses incurred prior to the effective date of the grant or against cost-sharing or matching requirements.

- You must submit a budget on the Subvention Form.
- Provide specific budget figures, rounding off figures to the nearest dollar.

We strongly suggest that applicants consult the Federal grant administration rules and regulations governing grants from the NHPRC listed in the [Administering an NHPRC Grant](#) section. You should also review the appropriate [Office of Management and Budget](#) circulars on cost principles.

Application Review

The NHPRC staff will acknowledge receipt of the application soon after we receive it. We then begin the evaluation process:

1. *Commission Staff*
Staff make overall recommendations to the Commission based on eligibility and conformance with application requirements.
2. *The Commission*

After reviewing proposals, Commission members deliberate on proposals and make funding recommendations to the Archivist of the United States who has final statutory authority. Throughout this process, all members of the Commission and its staff follow conflict-of-interest rules to assure fair and equal treatment of every application.

Possible Commission Actions on the Proposal

In making its decision on proposals, the Commission may decide to do the following:

1. Approve the proposal as submitted.
2. Approve the proposal with an offer of fewer funds than requested.
3. Approve the proposal, subject to the applicant satisfying particular conditions.
4. Approve the proposal contingent on availability of Commission funds.
5. Reject the proposal.

Application Cycle

This is a general guide to the Application Cycle:

1. September 1 – Deadline - Final proposal postmarked by this date to the NHPRC.
2. November – Commission meets.
3. December 1 – Earliest possible starting date for project.

Notification

- Successful grant applicants are notified informally by telephone or e-mail within 2 days after the Commission meeting.
- Unsuccessful applicants are notified within 2 weeks.

A [press release](#) listing the grants awarded is issued and posted on our web site as soon as possible after the Commission meeting.

Grant Administration

For more information on how to comply with Federal regulations, see our [Administering a Grant](#) section.

* Please see our [Privacy Statement](#)

Page URL: <http://www.archives.gov/nhprc/announcement/subvention.html>

The U.S. National Archives and Records Administration
8601 Adelphi Road, College Park, MD 20740-6001 • Telephone: 1-86-NARA-NARA or 1-866-272-6272