

## Grant Announcement:

### *Publication Subventions*

The deadline for this announcement has passed. The guidelines below can be used for reference, but should NOT be used to prepare an application.

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 January 1, 2008.

- Final Deadline: September 4, 2007

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

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### *Grant Program Description*

The Commission offers Publication Subventions to non-profit presses to publish volumes of NHPRC-sponsored or endorsed historical documentary editions.

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 non-profit presses publishing works by Publishing Historical Records projects that have been supported or endorsed by the NHPRC are eligible for support.

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## *How to Prepare an Application*

Applicants must use the Grants.gov application process. See [Subvention Grant Application Instructions](#).

Before beginning the process, applicants should review the rules and regulations governing NHPRC grants under the [Administering an NHPRC Grant](#) section.

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## *Completing the Application*

### **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 Smythe-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.

### **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 in the Grants.gov application package.
- 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.

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## *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.

## **Application Cycle**

This is a general guide to the Application Cycle:

1. September 4, 2007 – Deadline - Final proposal postmarked by this date to the NHPRC.
2. November 2007 – Commission meets.
3. January 1, 2008 – Earliest possible starting date for project.

## **Notification**

Grants are contingent upon available appropriated funds. In some cases, the Commission will adjust grant amounts depending upon the number of recommended proposals and total budget. The Commission may recommend to the Archivist to approve the proposal and extend an offer of a grant with applicable terms and conditions, or it may recommend rejection of the proposal.

- Grant applicants will be notified within 2 weeks after the Archivist's decision.

\* Please see our [Privacy Statement](#)

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

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