

# **Partnership Opportunity Notification: Special Guidelines for Submitting Collaborative Proposals under the National Endowment for the Humanities (NEH) and Hellenic Foundation for Research & Innovation (HFRI) Cooperative Research Opportunity**

September 27, 2024

The National Endowment for the Humanities (NEH) of the United States of America and the Hellenic Foundation for Research & Innovation (HFRI) of Greece (the Hellenic Republic) have signed a Memorandum of Understanding (MOU) on humanities research cooperation. The MOU:

- provides an overarching framework to encourage collaboration between U.S. and Greek research communities,
- sets out the principles by which jointly supported activities might be developed, and
- provides for an international collaboration arrangement whereby U.S. researchers may receive funding from the NEH and Greek researchers may receive funding from the HFRI.

The purpose of this new partnership is to encourage more international collaboration in humanities research between U.S. and Greek scholars. Through this new opportunity, U.S. and Greek researchers will be able to submit a collaborative proposal that will undergo a single review process at NEH, which is the lead agency. This opportunity is intended to be ongoing and will be assessed annually for renewal.

Collaborative research proposals will be accepted to the [NEH Collaborative Research program](#). Only “Planning International Collaboration” and “Convening” proposals are eligible for this co-funded opportunity.

**Greek researchers are invited to read the [HFRI Call for Proposals](#).** The HFRI website indicates the funding limits and submission regulations for the Greek partners in an NEH-HFRI collaborative proposal. HFRI support for the Greek partners will be for the duration approved by NEH for the U.S. grantee. Greek researchers may be part of only one NEH-HFRI award at any given time. Any limits for U.S. researchers on the number of proposals and awards are described in the [Collaborative Research Notice of Funding Opportunity](#) (NOFO).

Proposals **must** represent an integrated, collaborative effort. This document provides guidelines for the preparation, submission, review, and award of NEH-HFRI collaborative research proposals.

Applicants are advised that documents submitted to NEH or HFRI may be shared with the other agency to implement the two-way agency activities. This includes but is not limited to interim and final reports, revised budgets and work plans, etc. In general, applicants and awardees will be expected to submit duplicate copies of all relevant documents to both NEH and HFRI.

Projects involving in-person meetings between U.S. and Greek collaborators are particularly encouraged in order to foster deeper research cooperation and mutual understanding between the two nations.

## PROPOSAL PREPARATION AND SUBMISSION

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U.S. applicants will submit proposals to NEH through Grants.gov. Greek applicants will submit the same proposal to the HFRI portal (<https://portal.hfri.gr/>) within one week after the NEH deadline. Applications will be reviewed using NEH's merit review process as detailed in the corresponding program NOFO. **Applications eligible for this partnership opportunity will not receive preference over other proposals in the same competition.** HFRI will check that the Greek researcher has an active and appropriate role and confirm their eligibility at the onset of the process but will not conduct a parallel merit review and will not rank proposals. HFRI intends to support the Greek effort for those projects whose U.S. research partner is funded by NEH.

Upon receipt of the applications for this co-funded opportunity, NEH and HFRI will separately review the eligibility of each application and inform each other of the results of the eligibility review process. Any application that is eligible for NEH support but not eligible for HFRI funding will be kept in the regular NEH competition but only for the NEH component of the project budget, while applications that are ineligible for NEH support will be rejected and no longer considered for support.

There are no separate NEH funds available for these efforts; proposals must compete with all other proposals submitted.

## DEADLINES

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All proposals are due to Grants.gov by the submission dates indicated in the program NOFO or program description provided on the [Collaborative Research webpage](#).

In general, proposal review is completed within eight months of submission. Applicants may wish to consult a program officer in the relevant program about timing of submission.

In all cases, the same proposal must be provided to HFRI within one week of the NEH submission.

## GUIDELINES

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1. The proposed work submitted under an NEH-HFRI collaboration must represent an integrated collaborative effort. The project narrative of the proposal must include a description of the collaboration, including an explanation of the role(s) of the required Greek co-director(s) and other collaborator(s), and an explanation of how the U.S.-Greek team will work together.

2. The proposal must describe the significance and impact of the proposed research, including the value of the international collaboration, and the anticipated benefits of the collaboration to both the United States and to Greece.
3. The proposal should describe the full proposed research program, including the total U.S. and Greek resources that will be part of the project. NEH proposers should indicate only the NEH expenses on the NEH budget form. HFRI proposers should indicate only the Greek research expenses on the HFRI budget form. **The Greek budget and budget justification must be included in the NEH proposal as a supplementary document.** The Budget Justification section of the NEH proposal should clearly differentiate the NEH budget from any similar funds requested by the Greek team and justify the full NEH project budget. Proposals that request duplicative funding may be returned without review.
4. An eligible U.S. institution must submit the proposal to a participating NEH program using Grants.gov (<https://www.grants.gov/>). Proposals must comply with requirements in the relevant program guidelines or program description provided on the [Collaborative Research webpage](#). The Greek institution **submits the same proposal** with any required additional information to the HFRI portal (<https://portal.hfri.gr/>).
5. By submitting, Project Directors (PDs) and their institutions agree that NEH may share reviews and other documents pertaining to the review process with the HFRI.
6. The title of the proposal should be prefixed with "NEH-HFRI:" to indicate that the document is to be considered by both NEH and HFRI.
7. Do **NOT** list the Greek budget as a sub-award in the NEH budget. Sub-awards can be requested only for collaborating U.S. institutions eligible for NEH funding. The Greek costs should be included in the HFRI budget form as an attachment to the NEH proposal.
8. Greek investigators should **NOT** be listed as co-Project Directors (co-PDs) on the NEH Cover Sheet or in the NEH budget, although they should be described as a co-director or key collaborator in the Narrative section and in any list of project personnel of the application.
9. Biographical sketches and CVs should be provided for both U.S. and Greek researchers and should be prepared in accordance with the standard biographical sketch format described in the Collaborative Research NOFO.
10. Greek collaborators may request up to US\$25,000 from the HFRI for "Planning International Collaboration" projects and up to US\$50,000 from the HFRI for "Convening" projects. The amount requested in Euros from the HFRI must be less than or equal to the amount requested in U.S. Dollars from NEH.

## ADDITIONAL DOCUMENTS

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The NEH proposal must include the documents requested in the Collaborative Research NOFO.

In addition, provide as an **Appendix** a copy of the **proposed Greek budget** requested from HFRI in English using U.S. Dollars, and a budget justification that explains the request.

## POST AWARD CONSIDERATIONS

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Awardees will be required to acknowledge both NEH and HFRI in any reports or publications resulting from the award. Requests for changes in awards (for example, for changes in scope) will be discussed by NEH and HFRI before a joint decision is made.

Questions about this PON may be directed to [partnerships@neh.gov](mailto:partnerships@neh.gov).

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