Call for Proposals

Publication Subvention Program in the Humanities

Deadline: Rolling

In recognition of the growing need for humanities publication support, the Center for the Humanities and the Public Sphere (CHPS)—with the support of the Robert and Margaret Rothman Endowment for the Humanities in cooperation with the College of Liberal Arts and Sciences (CLAS), and the College of the Arts (COTA)—offers publication subventions to UF faculty in the humanities for books published by scholarly presses. In cases involving CLAS faculty, the CLAS Dean’s Office and CHPS will each fund half of the subvention. In cases involving COTA faculty, faculty in the College of the Arts are directed to apply for a $1,000 College of the Arts Research Funding award, available three times yearly, overseen by the COTA Research Committee, after which their applications will be forwarded to CHPS for supplementary funding. Faculty in other colleges will be able to apply for half of the amounts listed below from the Center for the Humanities and the Public Sphere.

GUIDELINES

A. Grant Description

There are three funding levels for this publication subvention:

- **Tier One: $1,500**
  
  In general, the highest priority will be given to projects where subvention funds are explicitly required for publication—that is, where the publisher’s contract requires an author subvention in order for the book to be published. Projects in this category are eligible for up to $1,500 in subvention support ($750 from CHPS).

- **Tier Two: $1,000**
  
  Cases where subvention is not an absolute requirement, but would in some way facilitate the publication of the work (such as making the work more affordable and thus more accessible or support the work of producing an index) or allow for the addition of essential material that would not otherwise be included, may also be considered as a lower priority. This category might include the acquisition of images and copyright permissions, the preparation of an online resource to accompany the published work, or other items such as images or maps that would enhance the book in some way. The applicant must provide a brief statement explaining how the additional material will significantly enhance the value and effectiveness of the book. Projects in this category are eligible for up to $1,000 in support ($500 from CHPS).
• **Tier Three: $500-$750 for second requests within a three-year period**

  If a faculty author receives contracts for two books within a single three-year period, and has applied for and received CHPS/CLAS or CHPS/COTA subvention support for the first volume, the author may apply for support for the second book at a lower funding level. The same criteria and documentation requirements apply to second requests. Second requests that fall into the first priority category will be funded at a maximum of $750 ($375 from CHPS). Second requests for second-priority projects will receive a maximum of $500 ($250 from CHPS).

**B. Eligibility**

To be eligible for CHPS/CLAS, CHPS/COTA, or CHPS subvention funds, applicants must be UF faculty in the humanities or related fields publishing a book project that is humanistic in its focus. Faculty members of Smathers Libraries, courtesy faculty, adjunct faculty, or postdoctoral fellows are not eligible. Applicants must foresee that they will be a faculty member at UF at the time of the book publication. Only faculty authors with a signed book contract from an appropriate press for a scholarly book that will undergo or has undergone an academic peer-review process are eligible to apply.

Preference will be given to sole-authored, original-research publications. Edited volumes and publication of scholarly editions of original primary material will be considered. Translations of previously published material is excluded. CHPS uses a definition of the humanities adapted from the National Foundation on the Arts and the Humanities Act of 1965 as the basis for determining the eligibility of proposed projects. Applications will be reviewed on a first-come, first-served basis by the advisory board of the Center for the Humanities and the Public Sphere.

Faculty members who have access to their own or departmental research funds are required to use those funds prior to applying for a CHPS publication subvention. Should an applicant need to apply to more than one source because the required funds exceed any single available fund, this must be indicated in the proposal.

**C. Deliverables**

CHPS requires that subvention recipients include a credit line recognizing the subvention in publication and that the authors submit a copy of the published book to the Center for the Humanities and the Public Sphere. Whenever possible, CHPS prefers to pay the publisher directly by invoice rather than reimburse individual faculty members for subvention related costs. Once a request for subvention has been approved, CHPS staff will contact the faculty author to arrange for payment either to the publisher or the faculty member.

**APPLICATION**

Faculty members wishing to apply for a publication subvention should e-mail a proposal to Dr. Barbara Mennel, Director of the Center for the Humanities and the Public Sphere at mennel@ufl.edu, with a copy to Dr. Sophia Acord, Associate Director, at skacord@ufl.edu. Those faculty applying from COTA should follow instead the procedure described in paragraph one above. Their application should include the information outlined below.
Please submit proposals as a single PDF document that includes:

1. **COVER SHEET**
   - Name
   - Rank
   - Department
   - College
   - UF Email Address
   - Name of Director/Chair
   - Email address of Director/Chair
   - Subvention amount requested
   - Title of book
   - Publisher
   - Projected publication date

2. **LETTER OF REQUEST** from the applicant, including:
   A. whether the publication is conditional upon receiving a subvention
   B. purpose for which the subvention funds will be used (offsetting publication costs, permissions, photographs, supplementary materials, etc.)
   C. amount required by the publisher for subvention
   D. dollar amount the faculty member is requesting from the Center for the Humanities and the Public Sphere
   E. other possible funding sources available to the applicant (e.g. endowed professorship, research funds, start-up funds, departmental funds)
   F. if the applicant is applying to an additional funding source, the sources and amounts sought from these sources
   G. explanation of the academic standard of the publishing house

3. **SUMMARY OF THE BOOK** and significance for the applicant’s field of study and the humanities writ large (maximum 1000 words)

4. **SIGNED BOOK CONTRACT** (or the relevant pages thereof): The signed book contract or excerpt thereof must include a delivery date for the final manuscript.

5. **LETTER OR EMAIL FROM THE PUBLISHER** documenting one of the following:
   - For a Tier One subvention, applicants must attach a letter or email from the publisher documenting that a subvention of a specific amount is a required condition of publication.
   - For Tier Two subvention, applicants must attach a letter or email from the publisher documenting the specific use of the publication subvention.

**CRITERIA OF EVALUATION**

The advisory board of the Center for the Humanities and the Public Sphere will review all applications with the following criteria:

1. Whether the subvention is required for publication
2. The contribution of the subvention to enhancing the publication’s quality, impact, or distribution
3. Availability of alternative funds for the subvention
4. Academic standard of the publishing house
5. Significance of the publication for the applicant’s field of study and the humanities writ large

PROPOSAL ASSISTANCE

We invite applicants to write to the Director, Dr. Barbara Mennel, at mennel@ufl.edu in advance with queries about the publication subvention.

An example of a previously awarded proposal for a Publication Subvention is available here:
https://ufdc.ufl.edu/IR00010937/00001