Call for Proposals

Support for Workshops and Speaker Series in the Humanities (2019-2020)

Deadline: Friday, January 18, 2019

GUIDELINES

A. Grant Description

The Center for the Humanities and the Public Sphere in the UF College of Liberal Arts and Sciences offers sponsorship of workshops and speaker series during 2019-2020 with support from the Robert and Margaret Rothman Endowment for the Humanities, the Humanities Fund, and the Yulee Fund. The Center solicits proposals from faculty, curators, and graduate students who wish to organize one-day events or longer-running programs, especially ones that require collaboration between groups of faculty or students. The goals of the events are to present scholarship, foster the exchange of interpretations and ideas, and make these accessible to an audience coming from a variety of disciplines as well as the wider public. We envision that organizers will tackle their subjects from more than one disciplinary perspective in or related to the humanities (as defined on the Humanities Center’s website). The Center expects to be able to fund up to five awards of up to $5,000 each.

B. Eligibility

Faculty (including lecturers), curators, and graduate students are eligible to apply. We encourage graduate student organizations to consult with their faculty mentors if they are unfamiliar with the granting process from past years so that they can make a suitable proposal and budget. We also encourage graduate students to use this opportunity to network beyond the University of Florida and not rely on UF Faculty for presenting as keynote speakers.

C. Activities

The Center encourages organizers to schedule events during the Fall 2019 and Spring 2020 semesters (and in any case on dates between 1 May 2019 and 1 August 2020). The format of proposed programs is left open to the imagination of the organizers but emphasis should be on the significance and anticipated impact of the event(s). Proposals that incorporate media like film or creative performances are also encouraged. Events should make use to as great an extent as possible of local faculty/student resources, and collaboration is encouraged with other units and/or funding sources. A maximum of $5,000 in funds will be provided to bring in a maximum of three external guests per proposal. (These funds may be combined with co-sponsorship from other sources to underwrite larger events.)

In discussing their intended audience, applicants are encouraged to consider participants in disciplines and constituencies both within and outside of the humanities. Proposals should likewise indicate how they will encourage student and community involvement in these events. At least one aspect of each speaker’s contributions during their visit must be open to the public, but speakers may be asked to participate in additional seminars, courses, or invitation-only events that are not necessarily open to the public.
D. Deliverables

Event organizers are required to share final publicity details of the funded events as soon as possible, but no later than two weeks before each event. Following the funded event, organizers will supply a brief final report with a budget of expenditures, numbers of audience members at public events, and description of the activities conducted so that they are eligible for future funding from the Humanities Center.

APPLICATION

Proposal Format

Please submit proposals as a single document through the online submission process at: http://forms.humanities.ufl.edu/. Applicants will provide the following information in the online submission form:

- Name of Applicant, Department/School and College, Rank, and Email
- If applicable, Name of Co-applicant(s), UF Department/School and College, Rank, and Email
- Name and Email of Applicant’s Chair or Director
- Project Title
- Amount Requested
- Abstract (100-200 words, written for a general audience)

The following materials should be uploaded to the online submission form as one single PDF in the order listed below:

1. NARRATIVE (max. 1,000 words), to include:
   A. Detailed rationale of the event(s) and its significance for the humanities
   B. Format of the event(s)
   C. Date(s) proposed for the event(s)
   D. A description and explanation of the format of the event(s), and how the event(s) will engage discussion in the humanities
   E. Short biographies and rationales for invited speakers, including whether preliminary contact has been made with potential speakers
   F. A sense of the projected audience, including any committed local and off-campus participants

2. BUDGET, following the guidelines outlined below:

Up to $5,000 may be requested in total. Of this, $500 in endowment funds is available for food and entertainment expenses. The remaining $4,500 may be spent by organizers to bring up to three external speakers to Gainesville or to commission performances, films, or exhibitions. For visiting speakers, the Center will provide a lump-sum stipend of up to $1,500 per person, although in exceptional cases it will consider giving more funding to a single person or event depending upon travel costs or other stated rationale. This $1,500 stipend may include all expenses (travel and per diem) and an honorarium; this stipend is payable to participants in a single lump-sum after the event and/or can be used by organizers
to purchase tickets and hotel rooms for participants in advance (both processes must be overseen by the organizer’s department or program) with the remainder going to an honorarium. Honoraria and expenses may not be allocated to individuals that are employed in any capacity at UF.

Organizers are encouraged to use these funds in conjunction with funds from others sources if planning a larger event or series, so that more funds are available for honoraria. In the event in which a proposed event has a budget larger than $5,000, the budget should indicate other possible sources of funding and their commitments to the event if available.

**CRITERIA OF EVALUATION**

The proposals will be evaluated based on the following criteria:

- A. The significance of the event for the humanities
- B. The possibility to support discussion in the humanities
- C. The feasibility of the event format and budget to enable the event’s goals
- D. The potential of the event to reach diverse audiences in and beyond the humanities

Applicants will be notified by February 2019 regarding the status of their proposals.

**PROPOSAL ASSISTANCE**

We invite applicants to write to the Director, Dr. Barbara Mennel, at mennel@ufl.edu in advance with queries about the grant process or to review a draft proposal. All drafts must be submitted no later than a week prior to the grant deadline.