



Call for Proposals

Library Enhancement Grants in the Humanities (2020-2021)

Deadline: Monday, November 11, 2019

GUIDELINES

A. Grant Description

The Center for the Humanities and the Public Sphere (CHPS), with the support of the Robert and Margaret Rothman Endowment for the Humanities, is making one to two grants available to faculty members and graduate students at the University of Florida (UF). The Library Enhancement Grant provides up to \$5,000 for the acquisition of library resources – including print, digital, or audio-visual media – in a field of study in or related to the humanities disciplines, which is currently not well-served by UF's collections. These resources are intended to enhance scholarly research and teaching in the humanities as well as affiliated fields.

Priority will also be given to acquisitions that become part of the permanent collections of the relevant UF library or repository. Requests that could potentially serve broader constituencies of the University beyond the immediate applicants will be ranked more highly than those that do not. Whenever possible, proposed acquisitions should also benefit students at UF and/or members of the community.

B. Eligibility

UF Faculty and Graduate Students are eligible to apply. Courtesy faculty or postdoctoral fellows are not eligible to apply. Librarians with faculty status may be co-applicants but not lead applicants. Graduate student applicants should work with a faculty member to shape the application and will be required to submit a letter of support from a faculty member with the application. 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.

Priority will be given to applicants who do not have access to start-up funds or endowed research accounts and who have not been awarded a Library Enhancement Grant in the Humanities within a three-year period of the current application.

C. Permitted Acquisitions

Grant funds may be used for material costs incurred in the purchase and processing of materials and related travel expenses or for OPS funds to hire part-time graduate students, but not for salary or salary replacement. Grant funds may not be used for the purchase of textbooks or for subscriptions.

Applicants should ascertain before applying whether the requested items are already owned by the University of Florida libraries. In the case of digital acquisitions, applicants should work in advance with [Dr. Laurie Taylor](#), Chair of the UF Smathers Libraries Department of Digital Partnerships & Strategies, to see if the proposed plan is feasible from the perspective of the UF Libraries. In areas in which sufficient

funds already exist to make such purchases, these resources should be used prior to those of the Center. (To determine the last matter, please consult with [your subject specialist librarian](#).)

Applicants interested in more extensive collaborations with UF Library faculty on bibliographic, exhibition, or other projects are advised to explore alternative or matching funding possibilities with the [Strategic Opportunities and Emerging Technologies Grant Programs for Library Faculty and Staff](#).

APPLICATION

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. 750 words)

The single-spaced narrative should provide an explanation of the needs to be met by these purchases. In the narrative, please address the following:

- A. What is the specific project or field(s) the resources will support?
- B. How do the acquisitions complement or extend existing library collections?
- C. Which potential constituencies will benefit from the purchases?
- D. What disciplinary or multi-disciplinary needs will be met by these purchases?

2. ACQUISITIONS LIST

Include a separate, detailed, and ranked list (in order of priority) of at least half of the desired acquisitions and an estimate of the total cost. The ranked list should be representative and include at least 50% of the specific items to be purchased; the final list will be solicited from the applicant(s) if the grant is awarded. This can consist of a bibliography, filmography, or detailed description of the items to be digitized, with a rough estimate of the cost of each of these works. Because the prices and shipping costs of library materials may differ from the prices available to the public, a ranked list will enable acquisition librarians to prioritize the most crucial materials.

3. FOR GRADUATE STUDENT APPLICANTS

Applications made by graduate students require a letter of support of the need for the acquisitions by a faculty member. An email will suffice. These faculty letters can be enclosed with the PDF proposal or be submitted under separate cover to the Director, Dr. Barbara Mennel, at mennel@ufl.edu.

CRITERIA OF EVALUATION

The proposals will be evaluated based on the following criteria:

- A. The significance for enhancement of library holdings.
- B. The likelihood of the acquisitions to enhance holdings in one or more disciplines.
- C. The anticipated use for the enhanced holdings.
- D. The larger impact of the increased holdings.

Applicants will be notified by December 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. We particularly encourage applicants with non-traditional or digital proposals to write to the Associate Director, Dr. Sophia K. Acord, at skacord@ufl.edu in advance with draft proposals. All drafts must be submitted no later than a week prior to the grant deadline.

An example of a previously awarded proposal for a Library Enhancement Grant in the Humanities is available here: <http://ufdc.ufl.edu/AA00065167/00001>