

## Call for Proposals: Humanities Seminar Series

Sponsored by CCAS Dean's Office and OVPR

### Basic Information:

<b>Title:</b>	Humanities Seminar Series
<b>Award Period:</b>	January 1, 2017 – June 30, 2018 (18 months)
<b>Purpose:</b>	To provide funding for a seminar series in the humanities
<b>Deadline:</b>	Proposal Due: December 1, 2016
<b>Eligibility:</b>	Faculty and researchers in the humanities
<b>Amount:</b>	Up to \$10,000
<b>Contact:</b>	Gina Lohr; <a href="mailto:glohr@gwu.edu">glohr@gwu.edu</a>

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### Program Description

The goal of the humanities seminar series is to establish more collaboration among the humanities (including the creative arts) and to encourage applications to externally-funded opportunities. It is expected that speakers will be external to GW and that faculty and students will have an opportunity to interact with speakers individually and in a group setting during the speaker's visit to campus. Submissions with multiple Co-PI's from several departments are encouraged.

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### Budget

Typically, awards will provide up to \$10,000. Allowable costs include:

- **Travel expenses** for speakers.
- **Meeting room reservations** for the seminars.
- **Food** for speaker-student meetings and the seminar.
- **Supplies** if they are essential to the series and can be justified.

This money is **not** available to support:

- **Salary support** is **not** available for the project. Department chairs should provide the protected time needed to complete the work.
- An already established program on campus.
- Requests for matching funds or cost sharing for external proposals.

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## Application Procedure

### Application – Due December 1, 2016

The application will consist of:

1. A two (2) page description of the proposed series including
  - Name, title, department and contact information for the PI and each co-PI.
  - Proposed seminar titles/topic areas
  - Description of topic and impact on Humanities
  - Number of seminars to be held
  - List of potential speakers
2. A Biosketch for the PI and each co-PI (no more than 2 pages each)
3. A Brief budget and justification (1 page)

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## Proposal Submission

Email the application package to Gina Lohr at [glohr@gwu.edu](mailto:glohr@gwu.edu) by Thursday, **December 1, 2016**.

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## Review Process

Proposals will be reviewed by a committee of CCAS faculty and researchers using the following criteria:

Proposals	Percent of Total Score:
Strength & Breadth of Topic	40%
Strength of Potential Speakers	30%
Involvement of Students	20%
PI Qualifications for the Proposed Seminar Series	10%
<b>TOTAL</b>	<b>100%</b>

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## Award Administration

OVPR will transfer the award funds to the designated PI's department. All award expenses should be charged to that PI's department. The PIs are expected to expend the award funds in a manner consistent with the approved budget and in keeping with the university's policies. At the conclusion of the award, the PI will submit a status report detailing the outcomes of the project and how the award funds were spent.

A PROGRESS REPORT - Recipients are required to submit a grant report (including an attendance record for the seminar events) no later than 30 days after the end of your award. Reports are due by July 30, 2018.

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