

The Provost Grants for Research in Humanities, Social Sciences, and the Arts

The Office of the Provost supports excellence in faculty scholarly and creative work through the Provost's Grants for Research in Humanities, Social Sciences, and the Arts.

Faculty in the humanities, social sciences, and the arts are eligible for these awards, which are intended to provide funding in fields with little external or start-up funding.

CRITERIA:

- Academic, scholarly, or creative merit of the project, originality, and significant contribution to the field.
- Impact on the applicant's career.
- Feasibility of completing the project during the grant period.

ELIGIBILITY: Full-time, benefits-eligible faculty, tenure-line or clinical/instructional, professional library staff members, and artists-in-residence with continuing appointments in the humanities, social sciences and the arts. Recipients are limited to one research grant per year.

FUNDING: Maximum Award is \$5,000

Awards are for a twelve-month period and require that a final report is submitted at the end of the award period. At the end of the project period, any remaining funds in the project account revert to the Office of the Provost, unless the awardee requests and is granted an extension. Only a single one-year extension will be permitted.

APPLICATION: The [online application](#) requires a description of the project, a [proposed budget](#), and cv. Please see the [Guidelines for Including Work Samples](#) to accompany proposals for creative projects.

DEADLINE: January 15, 2019

QUESTIONS: Please contact Joan Johnson, Director of Faculty at joanmjohnson@northwestern.edu

APPLICATIONS:

1. Description of the Project (maximum 1000 words):

The description should present the conception, definition and organization of the work and plan of study. Include information about sources used, the thesis and the interpretive stance of the research.

- How does the project address an important problem in the field?
- What is the anticipated impact on the field, community, and/or audience?
- How does the project have the potential to influence the concepts, methods, technologies or interventions that drive this field? How does the project challenge or shift current research paradigms?
- For creative projects, what are the aims for the medium-specific impact (ways in which the work will reach and affect audience, community, and or/field)?

Impact on the applicant's career.

- How does this project fit with your scholarly/creative work, both previous and future?

Feasibility of completing the project during the grant period.

- Explain how the overall strategy, methodology, and/or analyses are appropriate to accomplish the specific aims of the project within twelve months.

Please note:

- The description of the proposed project should be written in plain language, free of jargon, for review by those who may not have specialized knowledge of an applicant's area of study.
- There is an option to upload end notes, references or photos to support the description of the project. End notes, references, or pictures do not count toward the word limit, but may not exceed two additional pages.

2. Proposed Budget: Use the Provost Office Budget Form to itemize expenses

(<https://www.northwester.edu/provost/faculty-honors/faculty-research-grants/research-grants-budget-form.pdf>)

Allowable expenses:

- Essential travel for research, creative, or field work directly related to the project, including economy class travel, per diem, lodging
- Acquisition of research materials unavailable locally or on-line, via microfilm, photographs, etc.
- Artistic supplies beyond what would be considered normal and customary in the field.
- Construction, rental or purchase of special equipment not available on campus. The possibility of renting or leasing (rather than purchasing) such items as audiovisual and photographic equipment should be explored. All merchandise purchased with University funds is the property of the University.

Non-Allowable Expenses:

- Tuition Fees
- Travel to professional meetings, including symposia, conferences, colloquia, summer institutes, and seminar
- Retroactive charges for expenditures incurred or committed prior to review and approval of the research award application
- Computers or other electronic devices. Such devices are generally used for many different activities/projects and/or for personal use and therefore are not allowable. In specific situations, the purchase of computers or other electronic devices required specifically for the conduct of the proposed research may be allowed. In such cases, the proposed cost must be well-justified in the budget and proposal and the applicant must indicate how the device will be used solely or primarily for the research/project in question

Please note: Applicants must list any other applications, either funding or pending, to support the proposed project.

3. Curriculum Vitae

Please upload your current CV.

4. Guidelines for Including Work Samples to Accompany Proposals for Creative Projects

Artists submitting a proposal for a creative project must also include work samples from the artistic medium in which they normally work. These samples may be either from past work or from the creative work in progress (for which a proposal is being submitted). The proposal should illuminate what the grant reviewer is meant to note when looking at these samples. See the [Guidelines for Including Work Samples](#) for submitting samples of creative work.

****If you experience any difficulties uploading work samples to the [online submission form](#), please contact joanmjohnson@northwestern.edu****