

# The Mellon Grant in the Arts & Humanities 2021 Faculty Summer Research Application Guidelines

The Mellon Grants in the Arts & Humanities will be awarded to those whose completed grant cover page, grant project proposal, and other supporting documents have been processed, thoroughly vetted, voted on based on the , and awarded by the Mellon Grant in Arts & Humanities Faculty Summer Research Committee.

## Application Date

Wednesday, March 31, 2021 by 5 p.m. Please apply via [Lincoln University's Mellon Grant Proposal Submission Form](#).

## Eligibility

The following are eligible to apply for the Mellon Grant in the Arts & Humanities Faculty Summer Research:

1. Full-time tenured or tenure track faculty members with primary or secondary appointments in the departments of Anthropology, Language and Literature, History, Pan-Africana Studies, Political Science, Philosophy, Religion, Languages and Literature, Mass Communications, and Visual and Performing Arts.
2. Full-time faculty members who are not on sabbatical leave for the 2020-21 school year.
3. The Mellon Grant in Arts & Humanities Faculty Summer Research committee members may apply for the grant, but are not allowed to vet or vote on their own grant application, grant project proposal, and other supporting documents.

Please note that Mellon Grant in Arts & Humanities Faculty Summer Research may be awarded to faculty more than once, but priority will be given to new awardees.

## Grant Application

The deadline for the 2020-21 full application is Wednesday, March 31, 2021 by 5 p.m. EST. Late applications will not be accepted. Please apply via [Lincoln University's Mellon Grant Proposal Submission Form](#).

## Application Requirements and Proposal Format

In preparation for completing the [Lincoln University's Mellon Grant Proposal Submission Form](#), you will need to have the following:

- A. Cover Page (Title of project, your name, your title, department, rank, and contact information (office address, email, office phone, and cell phone).
- B. Research Statement: a project abstract (including title) of no more than 250 words
- C. Project Proposal including (minimum of 3 pages, single-spaced and no more than 6 pages single-spaced) including:
  - a. Introduction (statement of problem, purpose of research, significance of research)
  - b. Scope, methods, goals, and written scholarly product (i.e. journal article or book chapter) or exhibit
  - c. Description of the pedagogical goals and impact including development of stand-alone course in the humanities
  - d. Description of how the project fulfills the mission and vision of the university
  - e. Description of how you will select, supervise, and communicate with the student research assistant and what tasks the student research assistant will be responsible for completing.
  - f. Description of travel, the purpose of the travel, and how the travel will help you fulfill your research goals. Please note that all travelers will need to follow all university regulations for travel including submitting a TAR and receiving approval in advance of travel. Upon return, travelers will be expected to provide documentation for all of their expenses with receipts that must be submitted to receive reimbursement.
- D. Detailed Work Plan (Summer 2021-Spring 2022): timeline and budget (the timeline should be broken down by month and the work plan should include interim and final research, writing or exhibition goals, and stand-alone course development, and what tasks the student research assistant will be responsible for, and distribution/exhibition plan).
- E. Summative Assessment: Please detail the product (journal article, book chapter, or exhibit) that you will have produced by the end of the summer (you will be asked to submit this product as part of your midterm report), how and where you will distribute your work for publication or exhibit your work, and how you will assess your summer research and product, and what your next steps will be for creating a stand-alone course based on your research.
- F. This grant requires a full-time commitment. Please identify any other grant applications you have submitted or received for summer 2020 including granting organization, amount, and project focus.

- G. Indicate any summer plans that would interfere with your participation in the opening symposium to be held June 8, 9, and 10, 2021.

### Formatting/Technical Requirements

1. Font: must be easily legible (Helvetica, Arial, Garamond, Times New Roman, etc.) at a size of 12 pt. or larger
2. Margins: at least 0.5" each side
3. Spacing 1.5 lines or greater
4. Length: total combined page length should not exceed 6 pages, single-spaced.

**Late applications will not be accepted. Applications will be reviewed based on the following Lincoln University Mellon Arts & Humanities Rubric.**

### Budget

Each faculty member will receive a \$7,500 stipend to complete their research over the course of the summer and a \$1,000 travel award. The research assistant selected by the faculty member to work on the faculty member's project will receive \$3,500.

### Award Terms

- The award period for full-time research and writing begins June 1, 2021 and continues through August 1, 2022.
- Awardees must participate in the opening research symposium, the summer brown bags, and the fall 2021/spring 2022 curriculum and pedagogy workshops.
- Awardees must produce a scholarly written product or exhibit and distribute it for publication or exhibition.
- Awardees must adhere to the award budget.
- Awardees must submit an interim report by August 28, 2021 and a final report by May 9, 2022.

### Reporting Requirements

Mellon Grant in the Arts & Humanities Summer Faculty Research awardees are required to submit both an interim (due August 28, 2021) and a final report (due May 9, 2022) to the Arts & Humanities Summer Faculty Research Co-PIs, Mr. Fred-Rick Roundtree and Dr. Pia Deas (due May 9, 2022) in a PDF file submitted via the final report form.

- A detailed summary of all relevant activities performed during the period of the award
- A review of goals and objectives attained, including qualitative and quantitative data
- A summary of the project's impact on teaching pedagogy and the humanities at Lincoln University
- A review of project's personal impact on the awardees' current scholarship in teaching, learning, and the humanities

- A final budget report detailing all expenditures and indicating any unspent balances
- Final reports and related documentary materials of awarded Mellon Grant in Arts
- Humanities Summer Faculty Research will be added to Lincoln University's Scholarly Repository.

### Grant Cycles and Deadlines

NOTE: The call for proposals for each grant cycle will be made at least a minimum of weeks in advance of the deadline.

#### Spring 2021

Deadline for applications: Wednesday, March 31, 2021 by 5 p.m.

Announcement of award recipients: May 10, 2021

Opening Symposium: The opening symposium will be held June 8, 9, 10, 2021. The symposium will be 9 a.m. – 5 p.m. each day.

All selected applicants are expected to participate in a minimum of two of the Pedagogy and Curriculum workshops in the fall of 2021 and spring of 2022, Dates TBA.

*Source: Adapted from an aspirant Mellon Foundation Institute of Higher Learning, the University of Miami  
<https://www.library.miami.edu/create/application.html>*