



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF EDUCATION PROGRAMS

**2018 NEH SUMMER SEMINARS and INSTITUTES
for COLLEGE and UNIVERSITY TEACHERS**

APPLICATION INFORMATION and INSTRUCTIONS

Please review the eligibility criteria for participation in NEH Summer Seminars and Institutes as an NEH Summer Scholar at

http://www.neh.gov/files/divisions/education/eligibility/college_university_eligibility_criteria.pdf

NEH Seminars and Institutes provide opportunities for college and university faculty to enrich and revitalize their understanding, scholarship, and teaching of humanities topics that bear upon undergraduate education. These specific study opportunities are not intended to duplicate graduate-level courses.

Each **seminar** provides an intimate and focused environment in which sixteen participants (NEH Summer Scholars) study a specific humanities topic under the guidance of one or two established scholars. Seminars have few, if any, visiting faculty. They emphasize sustained interaction among the participants and director(s) through discussion of common readings, conversations about teaching, and advising on independent projects.

Each **institute** allows twenty-five to thirty-six participants (NEH Summer Scholars) to pursue an intensive program of study under a team of scholarly experts, who present a range of perspectives on a humanities topic. Participants and scholars mutually explore connections between scholarship and teaching of the topic.

In any given year, an individual may apply to **two** Seminars or Institutes, but may attend **only one**.

SELECTION CRITERIA

A selection committee comprised of the project director and two or more colleagues evaluates all complete applications to select a group of NEH Summer Scholars and identify alternates.

Application essays should explain how the specific program will benefit the participant professionally. They should, therefore, address the following:

1. your quality and commitment as a teacher, scholar, and interpreter of the humanities;
2. your intellectual interests as they relate to the topic of the seminar or institute;
3. your special perspectives, skills, or experiences that would contribute to the program;
4. evidence that participation will enhance your long-term teaching and scholarship; and
5. if appropriate, an independent project and its potential contribution to the seminar or institute.

We welcome applications from faculty in four-year and community colleges, whether you are familiar with teaching the Civil War and/or teaching with visual evidence—or have never taught or studied either subject. Independent scholars, and scholars engaged in museum work are urged to apply. Your application essay should identify concrete ways in which two weeks of concentration on the topics will enhance your teaching and/or research. In addition, please describe a research or teaching project you will develop during the institute. The ideal institute participant will bring to the group a fresh understanding of the relevance of the topic to their teaching and research.

Three seminar spaces and five institute spaces are reserved for non-tenured/non-tenure-track faculty members. Two seminar spaces and three institute spaces may be reserved for advanced graduate students. First consideration is given to those *who have not previously attended* an NEH Seminar or

Institute. When choices must be made between equally qualified candidates, preference is given to those who would enhance the diversity of the program.

STIPEND, TENURE, AND CONDITIONS OF AWARD

Each participant will receive a stipend according to the duration of the Seminar or Institute, whether one (\$1,200) two (\$2,100), three (\$2,700), or four (\$3,300) weeks. The stipend is intended to **help** cover travel, housing, meals, and basic academic expenses. Stipends are taxable.

Seminar and institute participants must attend all meetings and engage fully as professionals in the work of the project. During the project, participants may not undertake teaching assignments or professional activities unrelated to their participation in the project. **Those who, for any reason, do not complete the full tenure of the project will receive a reduced stipend.**

At the end of the project's residential period, NEH Summer Scholars are expected to submit an online evaluation of the seminar or institute.

APPLICATION INSTRUCTIONS

Prior to applying to a specific seminar or institute, please study the project website and carefully consider the project's expectations and requirements.

A complete application consists of the following three items:

1. The Application Cover Sheet

- Complete the cover sheet online at: <https://securegrants.neh.gov/education/participants/>
- Follow the prompts.
- Before you click the "submit" button, print the cover sheet and add it to your application package. Then click "submit."
- You will be asked if you want to fill out a cover sheet for a second project. If you do, repeat the process.
- **Do not use the same cover sheet for different projects.**

2. A Résumé and References

Please include a résumé or curriculum vitae (not to exceed five pages). Include the name, title, phone number, and e-mail address of two professional references.

3. The Application Essay

The application essay should be no more than **four double-spaced pages**. It should address your interest in the subject to be studied; qualifications and experiences that equip you to do the work of the seminar or institute and to make a contribution to the learning community; a statement of what you want to accomplish by participating; and, if appropriate, description of an independent project and its relation to your professional responsibilities.

SUBMISSION OF APPLICATIONS AND NOTIFICATION PROCEDURE

Applications must be submitted **to the project director, not the NEH**, and must be **postmarked** no later than **March 1, 2018**. **Applications sent to the NEH will not be reviewed.**

Send your application to:

Donna Thompson Ray
American Social History Project
The Graduate Center, CUNY
365 Fifth Avenue, Room 7388
New York, NY 10016

cml@gc.cuny.edu (label the e-mail subject heading: "NEH Summer Institute Application")

Successful applicants will be notified of their selection on Wednesday, March 28, 2018. They will have until Friday, April 6 to accept or decline the offer.

Note: Once you have accepted an offer to attend any NEH Summer Program (NEH Summer Seminar or Institute), you may not accept an additional offer or withdraw in order to accept a different offer.

EQUAL OPPORTUNITY STATEMENT

Endowment programs do not discriminate on the basis of race, color, national origin, religion, sexual orientation, disability, or age. For further information, write to the Equal Opportunity Officer, National Endowment for the Humanities, 400 7th Street, SW, Washington, DC 20024. TDD: 202/606-8282 (this is a special telephone device for the Deaf).