



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF EDUCATION PROGRAMS

**NEH SUMMER SEMINARS AND INSTITUTES
FOR COLLEGE AND UNIVERSITY TEACHERS**

APPLICATION INFORMATION AND INSTRUCTIONS for:

On Native Grounds: Studies of Native American Histories and the Land

An NEH Summer Institute co-sponsored by the Community College Humanities Association
and

the John W. Kluge center at the Library of Congress

In residence at the Library of Congress, Washington, D.C.

June 12- June 30, 2017

HOW TO APPLY

Please review the eligibility criteria for participation in Summer Seminars and Institutes at:

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

Summer Seminars and Institutes for College and University Teachers are offered by the National Endowment for the Humanities to provide college and university faculty members and independent scholars with an opportunity to enrich and revitalize their understanding of significant humanities ideas, texts, and topics. These study opportunities are especially designed for this program and are not intended to duplicate courses normally offered by graduate programs. On completion of a seminar or institute, NEH Summer Scholars will receive a certificate indicating their participation.

Prior to completing an application to a specific seminar or institute, please review the project website and consider carefully what is expected in terms of residence and attendance, reading and writing requirements, and general participation in the work of the project.

Each **seminar** includes 16 NEH Summer Scholars working in collaboration with one or two leading scholars. Participants will have access to a significant research collection, with time reserved to pursue individual research and study projects.

Institutes are normally for 25 Summer Scholars, but the "On Native Grounds" Institute can, for reasons of seminar space at the Library of Congress, accommodate just 22 Summer Scholars. NEH Institutes provide intensive collaborative study of texts, topics, and ideas central to undergraduate teaching in the humanities under the guidance of faculties

distinguished in their fields of scholarship. Institutes aim to prepare participants to return to their classrooms with a deeper knowledge of current scholarship in key fields of the humanities.

The use of the words “seminar” or “institute” in this document is precise and is intended to convey differences between the two project types.

Please note: An individual may apply to **up to two** projects (NEH Summer Seminars, or NEH Summer Institutes), but may participate in **only one**.

SELECTION CRITERIA

A selection committee reads and evaluates all properly completed applications in order to select the most promising applicants and to identify a number of alternates. (Seminar selection committees typically consist of the project director and two colleagues. Institute selection committees typically consist of three to five members, usually drawn from the institute faculty and staff members.)

The most important consideration in the selection of participants is the likelihood that an applicant will benefit professionally. This is determined by committee members from the conjunction of several factors, each of which should be addressed in the application essay. These factors include the following (and see "Tips for a Successful Application," below, p. 5):

1. quality and commitment as a teacher, scholar, and interpreter of the humanities;
2. intellectual interests, in general and as they relate to the work of the seminar or institute;
3. special perspectives, skills, or experiences that would contribute to the seminar or institute;
4. commitment to participate fully in the formal and informal collegial life of the seminar or institute;
5. the likelihood that the experience will enhance the applicant's teaching and scholarship; and
6. for seminars, the conception and organization of the applicant's independent project and its potential contribution to the seminar.

Recent participants are eligible to apply, but selection committees are charged to give first consideration to applicants who have not participated in an NEH-supported Seminar, Institute or Landmarks Workshop in the last three years (2013, 2014, 2015). When choices must be made among equally qualified candidates, several additional factors are considered.

Preference is given to applicants who have not previously participated in an NEH Summer Seminar, Institute, or Landmarks Workshop, or who significantly contribute to the diversity of the seminar or institute.

STIPEND, TENURE, AND CONDITIONS OF AWARD

Individuals selected to participate in five-week projects will receive stipend of \$3,900; those in four-week projects will receive \$3,300; those in three-week projects will receive \$2,700; and those in two-week projects will receive \$2,100. Stipends are intended to **help** cover

travel expenses to and from the project location, books and other research expenses, and ordinary living expenses. Stipends are taxable.

For Stipend and Lodging arrangements for the On Native Grounds 2017 Institute please see the tab on the Institute home page labeled Stipend and Lodging.

Please note: Stipends are taxable. Applicants to all projects should note that supplements will not be given in cases where the stipend is insufficient to cover all expenses.

Seminar and institute participants are required to attend all meetings and to engage fully as professionals in the work of the project. During the project's tenure, they may not undertake teaching assignments or any other professional activities unrelated to their participation in the project. **Participants who, for any reason, do not complete the full tenure of the project must refund a pro-rata portion of the stipend.**

At the end of the project's residential period, NEH Summer Scholars will be asked to submit online evaluations in which they review their work during the summer and assess its value to their personal and professional development. These evaluations will become part of the project's grant file.

APPLICATION INSTRUCTIONS

Before you attempt to complete an application, please study the project website, which contains detailed information about the topic under study, project requirements and expectations of the participants, the academic and institutional setting, and specific provisions for lodging and subsistence. **All application materials must be sent to the project directors at the addresses listed on the project website. Application materials sent to the Endowment will not be reviewed.**

CHECKLIST OF APPLICATION MATERIALS

A complete application consists of three copies of the following collated items:

- the completed application cover sheet,
- a detailed résumé, curriculum vitae, or brief biography with contact information for two professional references, and
- an application essay as outlined below.

The application cover sheet

The application [cover sheet](https://securegrants.neh.gov/education/participants/) must be filled out online at this address:

<https://securegrants.neh.gov/education/participants/>

Please follow the prompts. Before you click the “submit” button, print out the cover sheet and add it to your application package. Then click “submit.” At this point you will be asked if you want to fill out a cover sheet for another project. If you do, follow the prompts to select the other project and repeat the process.

Note that filling out a cover sheet is not the same as applying, so there is no penalty for changing your mind and filling out cover sheets for several projects. A full application consists of the items listed above, as sent to the project director.

You must submit a separate cover sheet online for each project to which you are applying in order to generate a unique tracking number for each application. **Do not copy and paste a new cover sheet.**

Résumé and References

Please include a detailed résumé, curriculum vitae, or brief biography (not to exceed five pages).

Be sure the résumé provides the name, title, phone number, and e-mail address of two professional references.

The Application Essay

The application essay should be no more than four double spaced pages. This essay should include any relevant personal and academic information. It should address reasons for applying; the applicant's interest, both academic and personal, in the subject to be studied; qualifications and experiences that equip the applicant to do the work of the seminar or institute and to make a contribution to a learning community; a statement of what the applicant wants to accomplish by participating; and the relation of the project to the applicant's professional responsibilities.

- Applicants to seminars should be sure to discuss any independent study project that is proposed beyond the common work of the seminar.
- Applicants to institutes may need to elaborate on the relationship between institute activities and their responsibilities for teaching and curricular development.

SUBMISSION OF APPLICATIONS AND NOTIFICATION PROCEDURE

Completed applications should be submitted **to the project directors, not the NEH**, and should be emailed or postmarked no later than March 1, 2017. Application materials sent to the NEH will not be reviewed.

Please submit your application for "On Native Grounds" electronically – sent simultaneously to the following two email addresses of the two Project Co-Directors:

**to Dr. Laraine Fletcher at: fletcher@adelphi.edu ;
and to Dr. George Scheper at gscheper@jhu.edu .**

Applications must be dated no later than March 1, 2017.

If you are unable to submit your application electronically, you may instead submit three copies of the completed application to "On Native Grounds" in hard copy, and postmarked no later than March 1, 2016, addressed to Project co-Director George Scheper at the address below:

Dr. George L. Scheper
240 west Lanvale Street
Baltimore, MD 21217

Successful applicants will be notified of their selection on Friday, March 31, 2017, and they will have until Friday, April 7 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, sex, 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).

Tips from Project Co-Directors Laraine Fletcher and George Scheper toward a Successful Application for "On Native Grounds"

The NEH "How to Apply" document above fully sets out the requirements for an application, and the selection criteria used, but we would like to add to this a very succinct summary that might be helpful especially to first-time applicants.

- * Keep in mind that the Application Essay is of paramount significance in the selection process.
- * In your essay, be extremely careful to focus on the content of the Institute to which you are applying: the Institute description and rationale; the Institute Visiting Faculty Scholars; the Institute required readings -- these should all form the basis of your description of your own interest in participating in the Institute, and relevant academic background that you bring to the project.
- * In your essay, be sure to explain what actual, realistic opportunities you will have to incorporate the Institute proceedings into your own teaching and research in the near future; be specific as to your opportunities to undertake new curriculum and course designs at your institution.
- * In your essay, be sure to explain the research project you hope to undertake at the Library of Congress, and the resources you expect to access.

Expectations of Successful Applicants to "On Native Grounds" as NEH Summer Scholars

- * Summer Scholars are expected to make a full commitment to the proceedings of the Institute during the time the Institute is in session.
- * Summer Scholars are expected to be prepared for each meeting session of the Institute in terms of readings for the day as listed in the Institute Daily Schedule.
- * Summer Scholars are expected to engage actively in substantive discussion of content at meetings of the Institute with the Project Directors and with Visiting Faculty Scholars.
- * Summer Scholars in the "Native Grounds" Institute will each give a report at one of the final meetings of the Institute, presenting the results to date of the participant's individual research project undertaken at the Library of Congress during the Institute.