



## OKLAHOMA HUMANITIES

### RESEARCH GRANT GUIDELINES

Oklahoma Humanities (OH) offers Research Grant awards of \$500 each to scholars in Oklahoma, whether independent or affiliated with an institution. These awards are offered as a modest effort to encourage and increase original humanities research by Oklahoma scholars. Award is for research taking place between December 15<sup>th</sup> and October 15<sup>th</sup> of the following year. **The deadline for applications is December 15<sup>th</sup>.** Applicants will be notified of the OH's decision by early February of the following year.

Please read carefully the following instructions, requirements, and criteria.

#### **Applicants**

Awards will be made either to individuals or to non-profit educational institutions in support of scholars in their employ. Applicants are encouraged to seek additional support from their own institutions in conjunction with this application; a number of Oklahoma colleges and universities have matched these Research Grant awards in the past. Contact the appropriate office in your institution to determine, (a) whether you should apply as an individual or with institutional sponsorship; and (b) whether your institution will match an OH Research Grant and, if so, in what amount.

#### **Matching Requirement**

These awards must be matched in cash and/or "organizational resources" at least dollar-for-dollar by the applying individual or institution. For example, the value of the scholar's time spent on the research project during the period of the grant (calculated on the basis of his or her salary) should more than meet the matching requirement. However, if your institution is sponsoring your application and/or matching OH's grant, the institution may prefer--because of internal policies--to budget and report only institutional matching funds as match for the grant.

#### **Eligibility**

- The scholar must hold an earned Master of Arts or Doctor of Philosophy degree in one of the humanities disciplines as defined by the National Endowment for the Humanities. The humanities disciplines include history; philosophy; languages; linguistics; the study of literature; archaeology; jurisprudence; the history, theory, and criticism of the creative and performing arts; ethics; comparative religions; and those aspects of the social sciences employing historical or philosophic approaches. The latter may include cultural anthropology, sociology, political theory, and international relations.
- The scholar must be a resident of Oklahoma or be employed in Oklahoma. Resident independent scholars, with or without academic affiliations, are eligible.

### **Ineligible Applicants**

- Applicants who were recipients of OH research grants the previous year. Persons whose applications were not funded last year are welcome to reapply this year.
- Out-of-state faculty holding 1-year visiting appointments.
- Applicants who have accepted or will return to out-of-state employment for the 2016-2017 academic year and who as a consequence have resigned or will resign their Oklahoma appointments.
- Current candidates for a graduate degree (M.A. /Ph.D.).
- Individuals who have received five previous OH research grants are ineligible to apply for a period of four years following their last award.

### **Use of Grant Funds**

These grants are intended to defray specific, identified costs which will be incurred in carrying out the research project (for example, travel to collections, materials, etc.); they are not intended to replace salary.

- Grant funds may not be used for equipment purchases.
- Travel costs are allowable at current IRS rates by automobile and tourist/economy fare by air. Maximum allowable per diem rates are located on the IRS website. Costs of alcoholic beverages are not allowed.
- International air travel paid in whole or in part by federal sources (including OH funds) must be on an American carrier.
- Research grant funds may not be used for costs of attending conferences or for enrollment in classes.

### **Ineligible Research Projects**

- Research in pursuit of an advanced degree or undertaken for academic credit,
- Publication costs,
- Research in pedagogical methodology,
- Creative or performing arts activities (e.g. sculpting, theatrical production, poetry writing, etc.), and
- Partisan advocacy (political, religious, or social).

### **Dissemination**

OH *requires* not only research leading to new knowledge in the humanities, but also its dissemination. Dissemination of work to the general public is essential. Scholarly publications, presentation of papers at scholarly meetings, or other plans for dissemination that are not aimed at the general public will not meet the requirements of this application. A comprehensive plan for the dissemination of the research will be a significant factor in a successful application. Final reports must also include how the research was or will be disseminated. Copies of publications resulting from this research must be made available to OH. Future funding for research and other grant categories may depend on the successful completion of this requirement. This plan should include dates, locations, intended audience, and other specific details outlining how you will make your work available. Examples of humanities-based public programming for general audiences are lectures for the general public, digitization of research, or contributions to mass culture publications.

Please note: While scholarly specific publications and lectures are important avenues of dissemination, a program intended more for the general audience is what is required of this plan.

### **Completion**

Grantees must complete the work for which funding is requested and submit written reports on their accomplishments by October 31, 2017. If a grantee will be unable to carry out the research program as described, they must notify the Council immediately and return any funds which have been advanced.

### **Selection**

Applications will be evaluated and ranked by a committee of OH board members. Where there is a conflict of interest (e.g. when a member of the committee is on the faculty of the home institution of the applicant), that member may not participate in the evaluation and discussion of that application, nor may they vote on its funding.

### **Criteria for Selection**

- Quality of dissemination of the research;
- Clarity of the conception and definition of the research project;
- Significance of the proposed study to the relevant humanities field(s);
- Adequacy of preliminary preparation for the project;
- Applicant's expertise in the field of study in which the research will be conducted;
- Likelihood of successful completion of the goals of the project;
- If applicant has received more than three grants from OH in the past seven years, preference may be given to those who have had fewer or no grants, in cases where the quality of the proposal is judged to be equal.