

## PROGRAM DESCRIPTION

The **Arts and Humanities Research Grant** provides support to scholarly, creative, or artistic pursuits and research projects led by individuals or teams. The program is part of UNC-Chapel Hill's strategic plan and the Vice Chancellor for Research's University-wide pilot funding portfolio, furthering the University's pre-eminence as a national and world-renowned leader in foundational research, creative practice, and the translation of research into social settings.

The program is co-funded by the **Office of the Vice Chancellor for Research** and the **Institute for the Arts and Humanities**.

## IMPORTANT DATES

Competitions for the Arts and Humanities Research Grant will be held once annually. Proposal applications will be due **May 20, 2024** to the Office of Research Development. Applications must be submitted by **11:59 p.m.** on the due date. Applications received after the deadline will be de-prioritized during the review period.

## FUNDING

Awards will range from **\$2,500 to \$7,500**, to be used within **one full year** from the date of award. The anticipated start date for the awards is **July 1**.

## ELIGIBILITY

Applicants for the Arts and Humanities Research Grant must be full-time, permanent tenure-track, tenured, or fixed-term faculty of the University of North Carolina at Chapel Hill whose research and scholarly expertise aligns with the fine arts, humanities, or humanistic social sciences. For projects involving multiple faculty, each faculty member must meet these eligibility criteria.

## APPLICATION REQUIREMENTS

Proposals should be submitted as one document in PDF format to [ORD@unc.edu](mailto:ORD@unc.edu) by 11:59 p.m. on **May 20, 2024**.

The proposal should contain the following:

**Cover page** (please use the provided template)

- Proposal title
- Lead faculty
- Other faculty and non-faculty team members, if any
- Total amount of funding requested
- Approval signature of the applicant's dean, chair, or other supervisor

- Answers to compliance questions
- Abstract – up to 200 words

**Project Description** (3 pages, not including references; 1-inch margins, single-spaced, no less than 11-point font)

- Describe the scholarly context and merit, work plan, and implications of the proposed work by answering the following questions:
  - What is the significance or intellectual merit of your project with reference to artistic or humanistic questions, approaches, or ideas?
  - What is your plan for conducting the research or for completing the project? How will you measure success?
    - For collaborations, explain each team member’s contribution to the project
  - What do you expect to be able to do using these funds?
  - If applicable, discuss:
    - How the project will contribute to your career development.
    - How the project will position you for possible future external funding support.
- Arts and Humanities Research Grants may be awarded to a single scholar or to collaborative teams. Describe how the faculty involved is/are uniquely qualified to complete the project. If the project consists of a team, describe how the combined strengths benefit the project.
- Proposals should be written with a broad audience with expertise in the Arts and Humanities in mind, as there is no guarantee that reviewers will be experts in the same field.

**CV** (not to exceed 3 pages)

- Submit an abbreviated, 3-page CV for each faculty member involved in the project

**Budget and Budget Justification**

- Applicants must provide a detailed budget justifying the anticipated costs of the project. This budget should include an itemized table of anticipated costs and a narrative describing what each cost is and how it relates to the project.
- Allowable costs: Grant funds may be used to facilitate different aspects of a scholarly or creative project, including (but not restricted to):
  - Research travel (including travel to a foreign country for data collection but NOT travel to professional meetings);
  - Special language programs;
  - Wages for research or creative assistants; and
  - Materials and supplies for completion of project research activities, creative activities, and coordinating/staging exhibitions, including purchasing books, archival materials, special supplies, or necessary general materials.
- Non-allowable costs include:
  - Faculty salary;
  - Computers;

- Equipment already accessible from the University;
- Support for the editorial work of a journal;
- Students' tuition or insurance costs;
- Conferences hosted by scholarly organizations;
- Food and beverages;
- Travel expenses solely to attend research conferences, or curriculum development; and
- Course enhancement, curriculum, course development, public service, textbooks, or any activities in teaching or instruction, as opposed to research or scholarship.

## PROPOSAL REVIEW & EVALUATION CRITERIA

Proposals will be reviewed and ranked by a panel of Arts and Humanities and/or subject area experts. The Office of Research Development and the Institute for Arts and Humanities will manage and provide guidance and oversight of the review process. Final award selections will be made by the Vice Chancellor for Research and the Director of the Institute for the Arts and Humanities.

All proposals will be evaluated based on the following:

- Demonstrated ambition or intellectual promise;
- Project design and feasibility;
- Qualifications of the applicant(s);
- If applicable, how the project will impact the applicant's career development;
- If applicable, the likelihood that the project will position an applicant for external funding.

## TERMS AND CONDITIONS OF AWARD

- Research involving human subjects, such as surveys, or other compliance issues must be reviewed in accordance with the University's policies. Once approved, copies of approval letters must be submitted to [ORD@unc.edu](mailto:ORD@unc.edu). An award is tentative until all compliance approvals have been obtained.
- The award period is 1 year. No-cost extensions are allowable with proper justification and approval from ORD.
- Requests for a no-cost extension must be made at least 90 days prior to the expiration of an award. No-cost extensions will only be granted for extenuating circumstances. Extensions will not be made for longer than 6 months.
- Unexpended funds will revert to the OVCR and IAH.
- ORD Internal Grant funds cannot generally be used for payment of costs incurred prior to the date of the award. Special cases must be approved prior to submitting an application and will only be granted for costs incurred up to 90 days prior to being awarded.
- All expenditures, including procurement of supplies and travel authorizations, must adhere to general policies of the University.
- A final report is due to the Office of Research Development at the project's conclusion. This report should be submitted at the end of the grant period, at the end of any extension granted, or prior to departure if the investigator should leave the University.

- By accepting the award, the lead scholar(s) agree(s) to serve as a reviewer for a future round of Arts and Humanities Research Grant applications.

## ACKNOWLEDGEMENTS

The publication of the results of research projects supported by a grant from the Arts and Humanities Research Program should carry a printed acknowledgment of financial assistance from the UNC Office of the Vice Chancellor for Research and the UNC Institute for the Arts and Humanities. ORD and IAH should receive a single copy of each such publication.

## QUESTIONS

For all questions related to this program, please contact the Office of Research Development at [ORD@unc.edu](mailto:ORD@unc.edu).