



October 19, 2021

## **UW System Fellowship Call for Applications for 2022-2023**

**Deadline: Friday, February 25<sup>th</sup>, 2022**

The Institute for Research in the Humanities (IRH) at the University of Wisconsin–Madison is pleased to offer up to four fellowships each year to humanities faculty at University of Wisconsin System campuses, with release time from teaching and service for 1-2 semesters. Funding comes from a combination of sources: the home institutions, UW System grant fund allocations to the home institutions, and UW–Madison’s contribution of about \$5,000 per fellow to each home institution. Fellows are provided with an IRH office (space permitting), support services, and access to all university facilities. One-semester fellows with additional funding are invited to remain in residence at the IRH for the full academic year, and may extend their appointments through the summer. However, fellowships may not be deferred.

UW System fellows are expected to participate in the intellectual life of the IRH by attending the weekly Monday seminar (3:30-5:00 PM), and (schedule permitting) may be invited to make a seminar presentation. Monday seminars are followed by informal Tuesday lunch discussions (Noon-1:00 PM), for those who are able to participate. Fellows are also encouraged to join the informal lunches at IRH, weekly afternoon teas, and other IRH events, as time and interest permit. Please consult the IRH website (<http://irh.wisc.edu/>) for information about other fellowships and activities.

**Applicants should arrange funding for the fellowship through their home institution before submitting an application to IRH.**

### **Required Application Materials:**

- [UW System Application Form](#). Google Form link to application.
- [Project Proposal](#). Up to 1,500 words (about 5 double-spaced pages of 12-point font). The proposal should address the significance of the project. Clearly state the intended product of your research, whether it is a book or an article (or series of articles). For book projects, an outline of chapters is highly recommended. For revisions of dissertations, substantive change is expected; explain how the book will differ from the dissertation. The proposal should also state how the project will be accomplished, and the specific work plan for the period of the grant. The UW System Fellowship does not typically support editions, anthologies or translations.

- Project Bibliography. Publications (not your own) relevant to the project, up to 2 pages.
- **Curriculum Vitae**. Including work forthcoming and in progress.
- Letter from Home Institution. (e.g., department chair) attesting to funding support for period of the grant and release from service.
- Two letters of recommendation. Each must address the significance and feasibility of the proposed research, quality of the proposal, qualifications for the project, and past work. **Letters must be emailed directly to IRH from the letter writer: [info@irh.wisc.edu](mailto:info@irh.wisc.edu) by 11:59PM CT, Friday, February 25<sup>th</sup>, 2022.**
- Additionally, before beginning the online application form, please have the following information ready:
  - Your UW System HRS Employee ID #.
  - A shortened 100-word abstract for your project/book (this is different than the full project proposal document).
  - The name, title, and email address of 2 individuals who will be submitting recommendation letters for you.

### **Online Application Form and Attachment Specifications:**

- The online application form link can be found on the IRH website or here: <https://forms.gle/hWMtsOY92NECFUY78>
  - We highly recommend that you prepare your application materials ahead of time and complete this application in one sitting. The application will take about 30-40 minutes to complete.
  - We cannot guarantee that your answers will be saved if you close this application before finishing section 6 and clicking the final "Submit" button. While working on the application, you will be able to navigate backwards to previous sections to change an answer, but you will not be able to proceed to the next section until you have answered all required questions. Once you submit the form, you will not be able to change your answers.
  - Have all of the application materials listed below ready to upload (saved as pdf documents with the appropriate naming conventions) before beginning the application.
- You will upload the required application materials (proposal, bibliography, CV, release letter) into the online application form. (Make sure all required attachments are separate PDF files.) Prepare your files before beginning the application.
- Attached files must be named using the following naming format. This helps us track your application among all the simultaneous IRH fellowship competitions and archive your materials:
  - UWSystem.2022-2023.LastName\_FirstName.Proposal.pdf***
  - UWSystem.2022-2023.LastName\_FirstName.Bibliography.pdf***
  - UWSystem.2022-2023.LastName\_FirstName.CV.pdf***
  - UWSystem.2022-2023.LastName\_FirstName.Funding\_Letter.pdf***
- Once the form is submitted, changes cannot be made.
- If you have trouble uploading files when submitting the application form, email

[info@irh.wisc.edu](mailto:info@irh.wisc.edu) for assistance. For your email subject line, please mention that you are applying for the UW System Fellowship.

### **Letters of Recommendation:**

- The **two** letters of recommendation required should address the significance and feasibility of the proposed research, quality of the proposal, qualifications for the project, and past work.
- Letters should be sent in pdf format directly to IRH ([info@irh.wisc.edu](mailto:info@irh.wisc.edu)) from the recommender. Letters must be received by 11:59PM CT on February 25, 2022. IRH does not send a prompt to letter writers requesting the letters, so please share the instructions below when requesting your letters.
- IRH receives a large volume of applications and letters for multiple fellowships. To assure your application is received and processed quickly, please ask your letter writers to do the following:
  - Convert letter files to pdf format. Do not send Word documents.
  - Create the letter on official letterhead whenever possible. Do not send unsigned letters.
  - Rename file to include "UW System," the application year, recommender's name, and applicant's name for tracking/archiving purposes. Example: "UWSystem.2022-2023.applicant's\_name.Letter.writer's\_name.pdf"
  - Email the pdf attachment directly to the Institute ([info@irh.wisc.edu](mailto:info@irh.wisc.edu)) no later than 11:59pm CT on Friday, February 25th, 2022.
  - Include "UW System Fellowship" and applicant's name in the email subject line when sending the letter.

### **Deadline**

- Application materials and application form submitted online: 11:59PMCT **Friday, February 25<sup>th</sup>, 2022.**
- Letters of recommendation emailed to IRH: 11:59PMCT **Friday, February 25<sup>th</sup>, 2022**
- Notification: **April 2022.**

### **Inquiries**

- If you have trouble uploading files or submitting this form, email the IRH Project Assistant for assistance. In your email subject line, please mention that you are applying for the UW System Fellowship ([info@irh.wisc.edu](mailto:info@irh.wisc.edu)).
- For substantive questions about projects and proposals, contact Steven Nadler, IRH Director ([smnadler@wisc.edu](mailto:smnadler@wisc.edu)).
- For all other questions about the fellowship, including funding, seminars, and offices, contact Katie Apsey, IRH administrator ([apsey@wisc.edu](mailto:apsey@wisc.edu)).