



December 4, 2023

UW System Fellowship

Call for Applications for 2024-2025 Deadline: Thursday, February 22, 2024

Access application information and link to digital application on the IRH fellowships webpage: <https://irh.wisc.edu/irh-fellowships/> (scroll down to “external fellowships”).

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 all teaching and service for 1 semester. UW–Madison will provide up to \$5,000 to the home institutions of UW System fellows visiting the IRH and the University of Wisconsin System will supplement each fellowship awarded with an additional \$7,500 to the fellow’s home institution. These funds (\$12,500) are provided to the fellow’s home institution and are to be used exclusively for defraying the cost of full teaching release and release from any non-compensated service for one semester. Fellows are provided an IRH office space, some support services, and access to university facilities (libraries, databases) at UW–Madison. One-semester fellows with additional funding from their home institutions are invited to remain in residence at the IRH for the full academic year and may extend their non-stipendiary appointments at UW–Madison 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), utilizing their campus office, and giving a seminar presentation at the IRH (schedule permitting). Fellows are also encouraged to join the weekly afternoon teas, and other IRH events as time and interest permit. Please consult the IRH’s website (irh.wisc.edu) for more information about other fellowships and activities.

The IRH accepts applications from former UW System fellows after seven years from the end date of their prior IRH fellowship. Those who were UW System fellows in the 2016-2017 season or before are eligible to apply this fall for 2024-2025 fellowships.

Required Application Materials

- UW System digital application. The application can be accessed at the following the URL: <https://forms.gle/D3kBrJkWftETvYzQ7>

- 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 and/or dean) attesting to full release from teaching and service for the semester of the fellowship.
- 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 by 11:59PM CT, Thursday, February 22, 2024.**
- Additionally, before beginning the online application, 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 above).
 - The name, title, and email address of 2 individuals who will be submitting recommendation letters for you.

Online Application and Attachment Specifications

- The UW System Application form is available here:
<https://forms.gle/D3kBrJkWftETvYzQ7>.
 - 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 attachments (proposal, bibliography, CV, release letter) into the online application form. Make sure all required attachments are separate PDF files. Convert your files to pdfs 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_2024-2025_LastName.FirstName_Proposal.pdf

UWSystem_2024-2025_LastName.FirstName_Bibliography.pdf

UWSystem_2024-2025_LastName.FirstName_CV.pdf

UWSystem_2024-2025_LastName.FirstName_ReleaseGuarantee.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 for assistance. In 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) from the recommender. Letters must be received by 11:59 pm CT on February 22, 2024. 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 copy-paste the instructions below and send them to your letter writers:
 - Convert letter files to pdf format. Do not send Word documents.
 - Create the letter on official letterhead whenever possible. Do not send unsigned letters.
 - Make sure that the file name includes at least 1) "UW System Recommendation," 2) the application year (2024-2025), 3) the recommender's last name, and 4) the applicant's last name. Example: "UWSystem_2024-2025_ Jane.Doe_Recommendation_John.Doe.pdf"
 - Email the letter as a pdf attachment directly to the Institute (info@irh.wisc.edu) no later than **11:59pm CT on Thursday, February 22, 2024.**
 - Include both "UW System Fellowship" and the applicant's name in the email subject line when sending the pdf. Please do not send blank emails from copy/scanning devices.

Deadline

- Application materials and application form submitted online (by applicant): 11:59pm CT **Thursday, February 22, 2024.**
- Letters of recommendation emailed to IRH (by recommenders): 11:59pm CT **Thursday, February 22, 2024**
- Notification: **Late March or Early April 2024.**

Inquiries

- For substantive questions about projects and proposals, contact Steven Nadler, IRH Director (smnadler@wisc.edu; 608-262-8151).
- For all other questions about this fellowship and the application process, including funding, seminars, and offices, contact Katie Apsey, IRH Administrator/Associate Director (apsey@wisc.edu; 608-262-3855).
- If you have trouble uploading files or submitting the application, contact the IRH Project Assistant, for assistance (info@irh.wisc.edu). In your email subject line, please mention that you are applying for the UW System Fellowship.