# WSU Center for Arts and Humanities/WSU Office of Research

**Arts and Humanities Mini-Grants, 2019-2020**

**Request for Proposals**

## Description

In recognition of the Arts and Humanities enterprise at WSU, the Center for Arts and Humanities (CAH) and the Office of Research announce the Arts and Humanities Mini-Grants program for 2019-20. The mini-grants will support small, single-investigator projects or events that advance faculty professional goals and university-wide arts and humanities initiatives.

## Eligibility

All Arts and Humanities tenured, tenure-track, and full-time clinical or instructional faculty at all campuses, or faculty from any discipline with significant related research interest, are eligible to serve as principal investigators. Preference will be given to applicants who have not previously received CAH funding.

## Timeline

## Mini-grant proposals will be accepted on a rolling basis throughout the academic year. Semi-monthly deadlines are:

## October 1, 2019

## December 1, 2019

## February 3, 2020

## April 1, 2020

## Award announcements will be made approximately three weeks after the deadline. The first round of awards will be announced at the [CAH grand opening](https://researchweek.wsu.edu/center-for-arts-and-humanities-grand-opening-speaker-reception/) on October 24, 2019.

## Award Details

* Mini-grants will support small, non-salaried projects for individuals such as travel, professional development opportunties, or other one-time expenses that are not normally supported by departmental resources.
* This funding mechanism does not support salaries or course releases or buyouts.
* Applicants may request up to $4000.
* Unfunded applications may be revised for resubmission.
* Overhead or facilities/administrative costs do not apply.

## Application Instructions

* Please apply online at orap.wsu.edu/CAH\_minigrant.
* Project description should be no more than 1500 words.
* The project description should explicitly:
	+ Identify PI and qualifications to conduct and complete the project.
	+ Define goals and objectives.
	+ Provide project overview in specific and jargon-free language: what it is, why it should be pursued, how it will be done.
	+ Explain significance of project to discipline and potential contribution to Arts and Humanities at WSU.
	+ Identify outcomes, including future directions or impacts of project.
* Please consult unit Research Administrator or Financial Analyst for budget questions.

## Evaluation Criteria

## All proposals will be evaluated according to the criteria and rating scale adapted from the [National Endowment for the Humanties](https://www.neh.gov/grants) in its review process:

*Please apply the following five criteria (and only these criteria) when evaluating the quality of applications:*

1. *the creative or intellectual significance of the proposed project, including its value to arts or humanities scholars, and/or general audiences;*
2. *the quality or promise of quality of the applicant as an interpreter of the humanities or as an artist;*
3. *the quality of the conception, definition, organization, and description of the project and the applicant’s clarity of expression;*
4. *the feasibility of the proposed plan of work, including, when appropriate, the soundness of the dissemination and access plans; and*
5. *the likelihood that the applicant will complete the project.*

The rating scale for NEH applications is: E (excellent), VG (very good), G (good), SM (some merit), NC (not competitive).

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## Award Terms and Conditions

* Appropriate accommodations will be made for faculty resident at Vancouver or Tri-Cities.
* The funding period for mini-grants must be completed by August 31, 2020.
* Any unencumbered funds remaining after the grant’s approved period of performance are to be returned to the Center for Arts and Humanities.
* Awards are not transferable. If the PI leaves the university prior to the completion of the grant, all remaining funds are to be returned to the Center for Arts and Humanities.
* Acknowledgement of support from the WSU Arts and Humanities Fellowship will be included in any published work, presentation, or other product directly resulting from this award.
* Awardees must provide a final report to the Center for Arts and Humanities and Office of Research as described below.

## Final Report

By accepting this award the PI agrees to submit a final report to the Center for Arts and Humanities and Office of Research. This report will allow the university to evaluate the effectiveness of the program. The final report is due one month after the end of the grant period of performance. The final report details activities, research results, and accomplishments resulting from the award, including but not limited to publications, presentations, exhibitions, media coverage, sales or marketing, projects, papers, proposals/awards, or other products that resulted from the WSU Arts and Humanities Fellowship.

## Questions

Questions can be sent to: or.orap@wsu.edu. Please use “Arts and Humanities Mini-grants” in the subject line. Or contact Becky James at (509) 335-5081 / elizabeth.james@wsu.edu