Call for Proposals: 
Humanities Facilitating Fund

Basic Information

Title: Humanities Facilitating Fund (HFF)  
Award Period: July 1, 2023 – June 30, 2024  
Purpose: To provide funding for the promotion of scholarship in the humanities at GW  
Deadlines: Proposals due by 12:00 noon EDT, Thursday, June 29, 2023  
Eligibility: Regular-status faculty conducting research in the humanities.  
Amounts: Awards are typically up to $5,000  
Contact: For questions regarding the OVPR-InfoReady system, contact reshelp@gwu.edu. All programmatic and eligibility questions should be directed to Prof. Lynn Westwater, llww@gwu.edu, or Prof. Jamie Cohen-Cole, jcohencole@gwu.edu.

Program Description
The goal of the Humanities Facilitating Fund (HFF) is to provide funding that promotes the generation of original scholarship in the humanities at GW.

Eligibility Criteria

This competition is open to all regular-status faculty conducting research in the humanities. The humanities are understood to be interpretive research into human culture and cultural products. These methods, although occurring most frequently in arts and humanities departments, are also found in work done by faculty whose home departments are in other divisions and schools across George Washington University. Successful applications from the School of Medicine and Health Sciences (SMHS) and the Milken Institute School of Public Health (GWSPH) will be approved by the Associate Deans for Research of those schools prior to award.

Review Criteria

Proposals will be reviewed on the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>% of Total Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality of Proposed Humanistic Research</td>
<td>50%</td>
</tr>
<tr>
<td>Clarity of Project Goals and Timeline</td>
<td>25%</td>
</tr>
<tr>
<td>Budget Justification for Project</td>
<td>25%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100%</td>
</tr>
</tbody>
</table>
Budget

Awards are typically up to $5,000. Allowable costs include:

- **Service costs** (such as mapmaking or image rights) so long as they are important to the project
- **Travel** so long as it is important to the project and can be justified
- **Supplies** so long as they are important to project and can be justified
- **Student support** so long as the student’s role in the overall research plan is clearly articulated
- **Publication fees or subventions** if justification of the necessity is provided

Application Procedures

The application should be **no longer than one page**, and should include:

1. A summary of the project, its goals, its timeline and its significance for the humanities
2. An explanation of why HFF support is necessary to the project
3. A line-item budget with supporting justifications

Applications must be submitted in .doc, .docx, or .pdf formats, and uploaded into the [OVPR-InfoReady](http:// OVPR-InfoReady) application portal along with completed required information fields. Applications are due by 12:00 noon EDT on Thursday, June 29, 2023.

Review Process

A Committee appointed by the Vice Provost for Research or its designees will review applications with final decisions made by the Vice Provost for Research. Additionally, applications from SMHS and GWSPH will receive an additional review and approval by the Associate Dean for Research of the relevant school prior to award. All applicants will be notified of the award results as quickly as possible. Keep in mind that funds may not be transferred to recipients’ departments until after July 1, 2023, though pre-award spending may be eligible for HFF reimbursement if it complies with OVPR’s Guidelines for Intramural Funding and is approved by the department/school. Awardees should work with their departmental administrator or school finance director if pre-award spending is requested.

Award Administration

OVPR will transfer the award funds to the recipients’ departments. All award expenses should be charged to those departments. HFF recipients are expected to expend the award funds in a manner consistent with the approved budget and in keeping with the university’s policies. At the conclusion of the award period, HFF recipients will submit a status report of no more than one page detailing the outcomes of the project and how the award funds were spent. If the HFF recipient does not provide a final report, they will not be eligible for the following fiscal year. Communications that result from the award should acknowledge the HFF support. Communications support is available to intramural awardees as outlined on [OVPR’s research communications page](http://OVPR’s research communications page).

Recipients are required to submit a Project Report **no later than 60 days** after the end of your award that includes identified products (manuscripts, creations, etc.). PIs who request and are granted a No Cost Extension (NCE) will also submit a brief Interim Project Report, no later than 60 days after the award period of performance, briefly listing the work that has been completed.

Project Reports will be submitted through [OVPR-InfoReady](http://OVPR-InfoReady) by August 31, 2024. Awardees will receive 2 reminders from OVPR-InfoReady to submit their Progress Reports. If an NCE is awarded, Award Project Reports will still be available in [OVPR-InfoReady](http://OVPR-InfoReady) for PIs to provide project updates or show how the project’s impact has expanded to additional outcomes.
FUNDED PROPOSALS INVOLVING HUMAN RESEARCH PARTICIPANTS, USE OF ANIMALS, HAZARDOUS MATERIALS, AND RADIATION SOURCES must be approved through the Office of Human Research, Institutional Animal Care and Use Committee (IACUC), and/or Office of Research Safety before the actual research begins. For more information, consult these pages:

- Office of Human Research
- Office of Animal Research
- Office of Research Safety

If patents and/or inventions arise from work performed, they should be disclosed to the university. For more information, consult the Technology Commercialization Office.