



Advancing Scholarship in the Humanities and Social Sciences 2006-07 Call for Proposals

**Application Deadline: January 15, 2007
Issued October 5, 2006**

ASHSS Research Grant

The Office of the Provost announces a grant program designed to promote the development of high quality and influential scholarly publications in the social sciences, arts, and humanities. Grants will be made to individual faculty members in any academic unit of the University who seek to make important contributions to the relevant scholarly literatures in these fields.

Grant awards will be from \$5,000 to \$25,000 for a period of one year beginning July 1, 2007.

For more information on this program, see the memorandum from Provost Nikias, "Advancing Scholarship in the Humanities and Social Sciences," appended to this Call for Proposals.

Eligibility for Research Grants

All USC faculty are eligible to apply except for visiting faculty. Applicants may apply to other internal grant programs (e.g., Zumberge Fund) but may not receive both a Research Grant from this program and a Zumberge Individual Award in the same award period.

Types of Assistance

- Salary support for graduate student RAs.
- Other student wages.
- Salary for applicant, during the summer up to \$5,000, plus fringe benefits; or for the academic year up to \$7,500, plus fringe benefits, for the purpose of course relief. (Requests for release time during the academic year must be approved by the applicant's dean and be justified in terms of the objective of the proposed research. Summer salaries do not require special approval.)
- Travel.
- Consultations and workshops.
- Collection and purchase of archival materials.
- Ethnographic and survey research (including purchase of software, tape records, transcribing machines, etc.).
- Manuscript preparation.

Grant Conditions

- Awards will include fringe benefits, but awards are not assessed indirect costs.
- Awards are not transferable to other institutions. Recipients must be faculty at USC during the award period.

Application

Application forms and budget guidelines may be downloaded at the following website: www.usc.edu/hssrfp. Applications must include:

- An abstract, not to exceed one half page, that states the primary objective of the proposed research, its significance in general terms, and the proposed use for the requested budget;
- A proposal narrative that does not exceed 5 pages in length;
- Optional: letters or supporting documents that substantiate how the project satisfies the evaluation criteria (see next section);
- A short curriculum vitae (not to exceed 4 pages) that enumerates all funding that has been received over the last five years from both internal and external sources;
- Signatures of deans (or their authorized representatives) and department chairs.

A hardcopy of the application should be sent to the Office of Research Advancement, ADM 300, Mail Code 4019. A copy of the application as an email attachment should be sent to hssrfp@usc.edu.

The deadline for submitting applications is January 15, 2007.

Research Proposal Evaluations

Research proposals are evaluated by a faculty panel. Because of limited resources, not all proposals can be funded, and some may be funded for less than the requested amount.

In reviewing research grant requests, the faculty panel will consider whether the scholarship promises to make especially significant and innovative contributions to the relevant scholarly literature in the humanities, arts, or social sciences. In research areas where significant external funding sources exist, reviewers will also assess the likelihood that the supported project can attract external support. Applicants should be specific about how their project satisfies the first criterion, and, where applicable, the second one as well.

The panel will also consider whether there is evidence that the project can be completed in a timely fashion and evaluate the appropriateness of the budget for the proposed research or scholarly activity.

The total amount awarded will depend on the quality of the proposals that are submitted. Awards will also take into consideration the balance of topics, with a goal of including research covering multiple disciplines and approaches.

Notification and Term of Award

Applicants will be notified of the results of the grant competition in March 2007. In the event of a favorable panel recommendation, faculty members will be notified of the amount and conditions of the award, and copies of the notification of the award will be sent to department chairs and deans.

Funds will not be available for expenditure before July 1, 2007, and will expire on June 30, 2008. No-cost extensions are not allowed.

Reporting and Acknowledgement of Support

Awardees are asked to submit a brief report (including an accounting of expenditures and any external support received) within 30 days of the termination of the grant year (by July 30, 2008). These reports will be reviewed and portions of the report may be reprinted. In addition, recipients may be asked to present their findings at a workshop or seminar.

Any publication or creative endeavor arising from work supported by the fund should acknowledge the Office of the Provost and the Grant Program for Advancing Scholarship in the Humanities and Social Sciences at the University of Southern California. Copies of publications should be submitted to the Office of the Vice Provost for Research Advancement.

Further Information

Any inquiries regarding this grant competition can be directed to Justin Pearlman, Postdoctoral Research Associate, Office of the Vice Provost for Research Advancement, at 213-740-6709 or pearlman@usc.edu.

Advancing Scholarship in the Humanities and Social Sciences
2006-07 Call for Proposals
Application Checklist for ASHSS Research Grant (keep this page for your records)

Application Submissions:

- All proposals must be submitted on or before **January 15, 2007**.
- A single hardcopy of the original application form with all appropriate signatures should be submitted to **Office of Research Advancement, ADM 300, Mail Code 4019**.
- All materials must also be submitted as an email attachment to hssrfp@usc.edu.

These signatures indicate that the applicant satisfies requirements for submission; that necessary facilities and space are available to perform this research; and that any overdrafts on the researcher's account will be the responsibility of the dean. If the institutional review boards must approve the research, review must be requested prior to submission and approval received prior to funding.

To be considered, all proposals must include the following, and must not exceed page limits.

1. Application Form

This form can be downloaded at www.usc.edu/hssrfp. Forms are available in Word and PDF formats. Forms must be filled out and receive the signatures of the appropriate chair, dean, and/or authorized dean's representative. All proposals should be in a standard font (e.g., Times Roman 12 point), single-spaced, with one inch margins.

2. Abstract (one half page or less)

Describe the primary objective of the proposed research, its significance in general terms, and the proposed use for the requested budget.

3. Project Proposal (5 pages, single-spaced, or fewer. Proposals may not exceed that length.)

Applicants should include the following sections in their proposal:

A. Research Question or Project Objective

Specify your research questions(s), hypotheses, or aims of your project. Describe the project's design and placement in the literature of the field. Proposals should be addressed to a broad audience of reviewers who may not be from the same discipline.

B. Significance of Scholarly Contribution

Provide specific arguments or evidence for how the research project will make significant and innovative contributions to the relevant literature in the humanities, arts, and social sciences,

C. Likelihood of Attracting External Funding

Either (a) describe how scholarship supported by a Research Grant can help to secure subsequent external funding, and include references to specific funding agencies, foundations, or programs; or (b) indicate that the proposed project is in a research area for which there are limited or no external funding opportunities.

D. Expected Results and Outcomes

Describe the expected outcomes from the scholarly activity that will be supported by this grant.

E. Timeline

A timeline for the completion of the work should be included in the application. Work is not required to be completed within one year, although financial support is limited to one year. If

work extends beyond one year, there must be a clear deliverable prior to the end of the first year.

4. OPTIONAL: Letters or supporting documents (not to exceed 5 pages in total)

These are neither encouraged nor discouraged, but if they are provided they should substantiate how the project satisfies the evaluation criteria.

No other ancillary text, appendices, etc., will be accepted. All substantive description of the project (including tables, graphics, etc.) must be contained within the proposal itself.

5. Budget Form (one-page form plus one explanatory page)

Provide a budget explanation on a separate page; clarify the role of any individuals for whom salary support is requested; explain how travel funds will be used to complete research; and justify the need for any equipment. No specific format is required so long as the budget and explanation contain the relevant information.

6. Short Curriculum Vitae (not to exceed 4 pages)

Include an enumeration of all funding that has been received over the last five years from both internal and external sources.

NOTIFICATION OF AWARDS WILL BE SENT IN March 2007. Funding will be available beginning on July 1, 2007.



Advancing Scholarship in the Humanities and Social Sciences 2006-07 Call for Proposals Application

1. **Applicant:**

Name: _____

Title/Rank: _____ Date of Appointment to the U.S.C. Faculty: _____

Department: _____ Professional School: _____

University Address: _____ Bldg./Rm.# _____

E-Mail: _____ Tel: _____ Mail Code _____

2. **Title of Proposal:** _____

3. **Amount Requested:** \$ _____

4. **Necessary Reviews?**

- Human Subjects: *Institutional Review Board* Yes * No
UPC Contact: Kristin Allen – 213-821-5272
HSC Contact: Diane Shycoff – 323-223-2340
- Warm Blooded Animals: *Institutional Animal Care and Use Committee* Yes * No
Contact: Donald Casebolt – 323-442-1689
- Human Blood, Infectious Diseases, Recombinant DNA: Yes * No
Institutional Biosafety Committee
Contact: Kathryn Franssen – 323-442-2200
- Radioactive Material Use: *Radiation Safety Committee* Yes * No
Contact: Delia Aquino – 323-442-5428

* If yes, approval of the cognizant committee(s) must be requested prior to submission, and received prior to final funding.

Applicant Agreement

I agree to abide by the conditions and reporting requirements of the ASHSS grant guidelines.

Applicant's Signature

Date

Departmental and School Endorsement

I fully endorse this proposal and affirm the availability of the necessary facilities and space to perform this research. If funding is awarded, I will assume responsibility for any overdrafts.

Print Chair's Name

Print Name of Dean (or Authorized Dean's Representative)

Chair's Signature

Signature of Dean (or Authorized Dean's Representative)



Advancing Scholarship in the Humanities and Social Sciences 2006-07 Call for Proposals Budget Form

Date: _____
Name: _____
Department: _____

<u>BUDGET</u>	July 1, 2007 – June 30, 2008
1. Salaries ¹ a) Direct support for Applicant (Summer salary maximum \$5,000; Academic Year support for course relief maximum \$7,500). b) Graduate student research assistants (subject to current fringe benefits).	
2. Current Fringe Benefits (Add fringe benefits to 1a & 1b).	
3. Other Student Wages (Graduate and Undergraduate wages not subject to fringe).	
4. Materials and Supplies (Itemize; may not exceed \$3,000).	

TOTAL _____

¹Specify time and effort to be devoted to the project

- **Attach budget explanation (one page) to this form, along with proposal materials.**
- **Submit hard copy to Office of Research Advancement, ADM 300, Mail Code 4019 and an email attachment copy to hssrfp@usc.edu.**