THE CENTER FOR EXCELLENCE IN THE ARTS AND HUMANITIES
SYMPOSIUM GRANTS

Program Description
CEAH provides Symposium Grants in the range of $2,000 - $10,000 to support the creation of artistic and scholarly conferences, symposia, or seminars on ISU's campus that will attract significant national attention and bring recognition to the scholarly work being done by ISU's arts and humanities faculty. In addition to enhancing the ISU's research mission these symposia should broadly benefit the intellectual environment at ISU, offering a public event, such as a keynote address, that will attract a broad audience.

Preference will be given to those proposals that promote innovative or emergent themes, and contribute to advancing arts and humanities research at ISU. Applicants are expected to show cost share support either through committed internal or anticipated external funding sources. A plan for evaluating the events and for gathering participant feedback should be outlined within the proposal.

Eligibility
Applicants must be tenured or tenure-track faculty in the College of Design or the College of Liberal Arts and Sciences, with a home department in the arts and humanities disciplines.

Type of Award
Symposium Grant funds will be awarded as grant accounts for use over a period of 18 months and may be used for allowable and germane conference expenses such as facilities, hourly assistance, travel, and media.

Application Guidelines
Applications not written to specifications below will be returned without review.

- Proposals must be written using the provided application template, maintaining the fonts, font size, margins, and stated word limits.
- The proposal should not assume specialized knowledge and should be free of technical or discipline-specific jargon.
- Requests for Symposium Grants must be accompanied by a detailed timeline, budget, and budget justification explaining each listed expense.
- Proposals must designate a department that will process all expenses and document cost share.

Submission:
Proposals should be sent electronically in PDF format to Sandra Norvell: snorvell@iastate.edu

Please do not submit paper copies**.**

Deadline: Applications are due by **5:00 PM, Monday, November 3rd, 2014**.

Award Notification:
The CEAH Office will notify applicants of the decision in mid-January. Faculty may plan to implement their project with access to the funds in the spring semester of 2015.

Post-Award Review

A report not to exceed two pages must be submitted to the CEAH Office within six weeks immediately following the end of the conference event. The report will describe the results of the project and reflect on the outcomes in relation to the grantee's long-term goals. The report must discuss the near and long term impact of the conference, and provide attendance figures for all events.

This report will be reviewed by the director of the CEAH, the associate vice president for research, associate deans for research in the colleges of LAS and Design, and the grantee's department chair. The Deans and/or the VPR Office may periodically request a brief follow-up report on longer-term projects in particular to learn of further publications. The CEAH requires that CEAH be credited as a funder of the project in all promotions and publications, print and otherwise—this includes but is not limited to ISU department and/or college-level media.

Review Criteria for Symposium Grants:

- The **Intellectual Significance** of the conference: the strength of its innovative or emergent themes, and contribution to advancing arts and humanities research at ISU; what makes the symposium or conference distinctive. How the symposium or conference advances the research mission of the university.

- The extent to which the symposium or conference will attract **Significant National Attention**, bringing recognition to ISU's arts and humanities faculty, and broadly benefit the intellectual environment at ISU.

- The **Quality of the Proposal**: its organization, its clarity of conception, and its narrative development. The proposal conveys clearly to a non-specialist audience the ideas, objectives, methods, and value to scholarship in that arts and humanities. The proposal provides an overview and timeline for the conference.

- The **Qualifications** of the conference organizer(s) and supporting team are clearly demonstrated within the proposal. A letter of commitment is attached, confirming support (financial and administrative) from a hosting department or college.

- The **Intended Outcomes** of the conference are clear, sufficient, and feasible. The proposal details a plan for the completion of the conference with a project timeline, including the feasibility of potential venues/performance/exhibition sites. Where applicable, the proposal outlines plans to seek external funding for cost share, identifying potential sources of such funding and including a contingency plan for unanticipated costs.

- The **Budget** is appropriate to the proposed symposium. The **Budget Justification** corresponds to the expenses listed in budget table and describes each expense cost with sources for the estimated costs.