

THE UNCF/MELLON FACULTY RESIDENCY PROGRAM

APPLICATION INSTRUCTIONS

IMPORTANT:

PLEASE READ THE FOLLOWING DIRECTIONS CAREFULLY PRIOR TO PREPARING YOUR APPLICATION PACKAGE.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

We welcome your interest in applying to the UNCF/Mellon Faculty Residency Program.

Program Description

The UNCF/Mellon Faculty Residency Program was developed to create an opportunity for selected UNCF faculty members to take up to a semester away from their home institution to complete or begin a scholarly project. Tenure-track and tenured professors are eligible to apply. The UNCF/Mellon Programs will work with the faculty member and her/his home institution to best determine the appropriate salary supplement as well as travel and research costs. **Domestic Summer Faculty Residency awards will not exceed \$15,000.00 per award. The International Summer Faculty Residency award will not exceed \$18,000.00. Semester Faculty Residency awards will not exceed \$35,000.00 per award. The faculty member's home institution must commit to paying the faculty member's fringe benefits while the faculty member is participating in the Faculty Residency Program.**

The UNCF/Mellon Programs have established relationships with potential residency sites including Duke University's Center for the Study of Race, Ethnicity and Gender in the Social Sciences, Emory University's James Weldon Johnson Institute for Advanced Interdisciplinary Study, Harvard University's W.E.B. DuBois Institute*, New York University**, the University of the Western Cape in South Africa and the Steve Biko Institute in Salvador, Bahia, Brazil. The Programs Office will help facilitate residencies at these selected sites. However, interested faculty can identify their own choice of a research site. Confirmation from the site must be provided and is subject to approval by the Programs Office.

Faculty applicants must submit a letter of interest that includes a copy of their curriculum vitae and a 1-3 page proposal describing how they will spend their residency period. The proposal must include an itemized budget with verification of the level of support provided by the home institution. Letters of recommendation from the Chief Academic Officer and the department chairperson are required. In addition, a letter from the residency site director, if it is one other than those affiliated with the UNCF/Mellon Programs, is required.

The postmark deadline for applications for each of the Faculty Career Enhancement Programs is **January 31, 2018**. Eight faculty residencies will be funded, and the Selection Committee will determine the distribution between summer, international summer, and semester residencies. **Domestic and International Summer faculty residency stipends will be paid directly to the faculty fellow.**

** Residencies at Harvard University's W.E.B. DuBois Institute will be based upon space availability.*

*** New York University encourages faculty residencies during the summer*

FACULTY RESIDENCY APPLICATION REQUIREMENTS

Please make sure the following items are completed and postmarked by January 31, 2018.

- Letter of interest
- Curriculum Vitae
- 1-3 page typed proposal describing how the residency period will be spent, including a justification of the selected site, verification of established contacts at the site and a proposed work plan
- Itemized budget
- Letter of recommendation from the Chief Academic Officer which includes verification of the home institution's support
- Letter of recommendation from departmental chair
- Letter of recommendation from Residency Site director (if the residential site is one other than those affiliated with the UNCF/Mellon Programs)
- If the residency will be used to complete a book manuscript, a letter of verification from the publisher must be provided. If the residency will be used to complete a peer reviewed journal article, the call for papers and any correspondence concerning revisions must be provided.**

Only faculty representing Mellon designated disciplinary areas are eligible to apply for the Faculty Residency Program. Please find the Mellon designated fields below.

- *Anthropology and Archaeology*
 - *Area/Cultural/Ethnic/Gender Studies*
 - *Art History*
 - *Classics*
 - *Geography and Population Studies*
 - *English*
 - *Film, Cinema and Media Studies (theoretical focus)*
 - *Musicology and Ethnomusicology*
 - *Foreign Languages and Literatures*
 - *History*
 - *Linguistics*
 - *Literature*
 - *Performance Studies (theoretical focus)*
 - *Philosophy and Political Theory*
 - *Religion and Theology*
 - *Sociology*
 - *Theater (non-performance focus)*
- *Interdisciplinary Studies: Interdisciplinary areas of study may be eligible if they have one or more Mellon fields at their core*

Mail full application materials **unbound** by the postmark deadline (**January 31, 2018**) to:

Dr. Cynthia Neal Spence, Director
UNCF/Mellon Programs
350 Spelman Lane
Box 333
Atlanta, GA 30314

NO APPLICATIONS ACCEPTED BY FAX OR EMAIL

For further information, please contact our programs office at 404.270.5685. Additional information and copies of this application are also available on our website: www.uncfmellon.org

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APPLICATION

DEADLINE: JANUARY 31, 2018 (POSTMARKED)

APPLICANT'S INFORMATION

Name of Applicant: _____

Applicant's Position/Title: _____

Area(s) of Specialization: _____

UNCF Institution: _____

Home Address: _____

Business Address: _____

Home phone: _____ Business phone: _____

Fax: _____ Email: _____

Check One: Male Female

Citizenship: _____ Race/Ethnicity: _____

Title of Applicant's Project: _____

Proposed Residency Date: _____

Proposed Residency Site: _____

Have you participated in any other UNCF/Mellon Programs? _____

If yes, which one(s)? _____

PLEASE INCLUDE THIS COVER SHEET AS A PART OF YOUR APPLICATION MATERIALS.