

Botstiber Institute for Austrian-American Studies

Grant Application Guidelines

2019

The Botstiber Institute for Austrian-American Studies (BIAAS) seeks grant proposals for projects aimed at promoting an understanding of the historic relationship between the United States and Austria (including Habsburg Austria) in the fields of history, politics, economics, law, cultural studies, and public history. Grants may include support for related lectures, seminars, workshops, conferences, exhibits, publications, podcasts, and documentaries. Salary replacement and/or tuition are not eligible. Grants will not exceed \$25,000 unless a compelling case is made for a larger grant. Grant recipients in academia are encouraged to submit an article from grant research to be considered for publication in the Institute's *Journal of Austrian-American History*.

Grant applications must be submitted by March 1, 2019. Applicants will be notified of the results of their applications in June 2019. Grants will be distributed before September 1, 2019, with the grant award period beginning on September 1, 2019, and ending on August 31, 2020. A final report will be due within ninety days after the completion date of the award period.

Grant Application Format

A grant proposal shall consist of a one-page proposal summary, narrative description, and all required supporting information.

A Proposal Summary (download template at botstiber.org)

This should provide the following:

- Title of project
- Name of applicant
- Country of citizenship
- Applicant's position and institution (if applicable)
- Current and permanent mailing address
- Email address
- Project synopsis (not to exceed 100 words)
- A statement about how this project promotes an understanding of the historical relationship between Austria and the United States (not to exceed 100 words)
- Amount of money requested (in U.S. dollars)
- Proposed start and end date of project
- A list of sources that have provided funding for this project and the amount they have given
- A list of all other sources that have been solicited to provide funding for this project and the amount requested
- The result or the final product that the applicant is working toward during the grant period (not to exceed 25 words)

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- A statement about where the applicant learned of Botstiber grants
- If the applicant has previously applied for funding from Botstiber, indicate the year of the previous application and whether the proposal was funded

Narrative Description (not to exceed three single-spaced pages):

The applicant should submit a narrative, not to exceed three single-spaced pages, which provides a justification for the project, conveying the ideas, objectives, methods, and work plan. A simple statement of need or intent is insufficient. The applicant should describe the significance of the proposed project pertaining to Austrian-American studies, including its value to scholars and/or general audiences. If a grant request is for a distinct part of a larger project, an overview of the larger project should be included. The applicant should describe the intended audience and the intended results of the project. The applicant should explain how the results will be disseminated and why such means are appropriate to the subject matter and audience.

Supporting Information:

- **Budget:** An itemized budget for the fellowship term (in U.S. dollars; not to exceed one page); note that applicants are requested to provide reasonable and informed estimates for expenses
- **CV:** A curriculum vitae for the applicant, showing current and past positions, education, awards, honors, publications (including page numbers), and other relevant professional activities and accomplishments (not to exceed 3 pages)
- **Bibliography:** A bibliography outlining the most important source sets and relevant scholarship on the topic (not to exceed 3 pages)
- **Other support:** A description of all current support and pending grant and/or fellowship applications related to this project. State the title of the grant or fellowship, source, period covered, amount, and expected notification date. If no other funding for this project is expected or sought, please state this.
- **Reference letters:** Letters of recommendation specifically addressed the proposed research project (not to exceed 2-3 pages per letter), which may be included with the application or submitted directly by the recommender

Proposals must be in English. The entire proposal should not exceed 14 pages. Font size should be no smaller than 12 point. BIAAS expects grant recipients to provide broad access to all grant products, insofar as the conditions of the materials and intellectual property rights allow. Applications may be

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submitted by mail or email to the address set forth below on or before March 1, 2019. Late proposals will not be considered. If you have questions about the application process, you may visit www.botstiber.org to view the frequently asked questions or contact:

Jason Naum
The Dietrich W. Botstiber Foundation
200 E. State Street, Suite 306-A
Media, Pennsylvania 19063

Email: grants@botstiber.org
Telephone: 610-566-3375 ext 202
Fax: 610-566-3376