HBI Research Award Proposal Guidelines 2016

The Hadassah-Brandeis Institute awards annual research grants to support interdisciplinary research on topics concerning Jewish gender studies. Scholars, activists, filmmakers, writers, and artists who are pursuing projects on broad questions of significance to the study of Jewish gender issues and/or Jewish women may apply.

I RESEARCH GRANTS ARE AWARDED IN THE FOLLOWING CATEGORIES

1. **History**: Historical research on Jewish women and gender issues in Jewish communities in any time period or geographical location.

2. **The Yishuv and Israel**: Interdisciplinary research on Jewish women and gender issues in pre-state Palestine and the State of Israel.

3. **Diaspora Studies**: Interdisciplinary research concerning gender issues in contemporary Jewish communities outside of Israel.

4. **Families, Children & the Holocaust**: Interdisciplinary research on the histories and representations of East European Jewish families and children from 1933 to the present.

5. **Gender, Culture, Religion & the Law**: Research exploring conflicts between religious laws, or cultural norms, and women’s claims to gender equality.

6. **Women’s Health**: Interdisciplinary research focusing on physical and mental health among Jewish women around the world primarily using research methods from sociology, anthropology and epidemiology.

7. **Judaism**: Research on gender issues in Jewish law, ritual, and observance.

8. **Biography**: Biographical research on the lives and experiences of individual Jewish women (not limited to studies of an entire life-course).

9. **The Arts**: Research about Jewish women artists and Jewish women’s contribution to the arts. Applicants engaged in artistic projects thematically focused on Jewish women and Jewish women’s experiences are also encouraged to apply. Subject areas include: a) Performance Arts b) Visual Arts c) Creative Writing. **Note**: Projects must deal with gender; projects by and about Jewish artists that do not deal with gender, do not meet the criteria.

10. **Film and Video**: Original documentary and narrative film projects about Jewish women or Jewish gender issues.

II SIZE OF AWARD

**Junior grants** up to $2000 are awarded to graduate students and new scholars – generally within 3 years of receiving a Ph.D.

**Senior grants** up to $5000 are awarded to established scholars and professionals.

III RESTRICTIONS

There is no residency requirement. Applications (in English) from outside the United States are welcome. Open to applicants regardless of gender or religion.
The Hadassah-Brandeis Institute (HBI) develops fresh ways of thinking about Jews and gender worldwide by producing and promoting scholarly research and artistic projects.

IV GUIDELINES FOR SUBMITTING PROPOSALS BEGIN ON PAGE 3.

V DEADLINE & SUBMITTING PROPOSALS: Arrival at HBI Offices by Thursday, September 15, 2016.

A. MAIL A HARD COPY OF PROPOSAL TO: Debby Olins
Program Manager
The Hadassah-Brandeis Institute MS 079
Brandeis University
Waltham, MA 02454-9110

AND

B. Proposal must ALSO be submitted online through the HBI website:

Do NOT email your proposal. It will not be accepted.

NOTE: Information filled out on the online form cannot be saved or stored on the form for submission at a later date. Applicants should complete their responses in another program, i.e. Word, and cut and paste their comments into the appropriate boxes at the time of submission. Be sure you have attached all the relevant files before you submit the proposal or you will need to re-enter the information.

VI REVIEW PROCESS
Grants are awarded on the basis of excellence. All proposals are confidential and carefully reviewed by at least two scholars from the HBI Academic Advisory Committee. Proposals receiving positive ratings in the first stage are further reviewed by Committee members at the annual AAC meeting in the fall. Applicants will be notified by email in mid to late December 2016 as to whether their proposal will receive funding. Funds will be distributed 4 to 6 weeks after receipt of required tax information.
REQUIREMENTS FOR HBI RESEARCH AWARD PROPOSALS

1. **ABSTRACT** – Statement of the research question succinctly describing your specific aims, contribution to the field, an overview of the methodology, and (if appropriate) initial findings. Be sure to include a statement explaining what makes your project unique. (1 page)

2. **PROJECT DESCRIPTION** – A research proposal detailing the nature and purpose of the project, the scope of the work, and its contribution to the field. Proposal description should include information on the project’s background, research paradigm, specific objectives, working hypothesis, and methodology. Include a statement detailing the specific component of the project to be funded by the Research Award. Highlight components of the project that distinguish it from previous work in the field. (4 – 5 pages maximum)

   **Note:** If the project includes interviews, attach the interview questions to the project description.

3. **LITERATURE REVIEW** – Discussion of the relevant literature and explanation of how your project will build on what has already been written. (2 – 3 pages)

4. **BIBLIOGRAPHY** – (1 page)

5. **TIMELINE** – Include a start date, benchmarks for progress, and estimated completion date for the project. (Separate page)

6. **BUDGET** – Include both a narrative explanation of the budget and an itemized list of expenses. **(See page 5)**

7. **WRITING SAMPLE** – A writing sample in English of between 5 - 10 pages. Samples can be either published or unpublished.

8. **CURRICULUM VITAE or RESUME** – (4 pages maximum – Work or publications of particular relevance to the research proposal can be starred **.)

9. **PERSONAL INFORMATION SHEET** – (See page 6)

10. **PROPOSAL SUMMARY** (See page 7)

11. **LETTER OF RECOMMENDATION & PROJECT EVALUATION** – (Junior grant applications only) Reference from an academic / scholar in the field of research. **(See page 8)**

12. **ADDITIONAL REQUIRED INFORMATION:**

   Proposals in **FILM AND VIDEO, PERFORMANCE ARTS, VISUAL ARTS** and **CREATIVE WRITING** must include the supporting information specified on page 4.

Application Deadline: Thursday, September 15, 2016
ADDITIONAL INFORMATION FOR PROPOSAL IN THE CATEGORIES OF FILM AND VIDEO, PERFORMANCE ARTS, VISUAL ARTS and CREATIVE WRITING

In addition to the information specified on page 2, proposals in the categories Film and Video, Performance Art, Visual Art, and Creative Writing require the materials specified below.

Film and Video:
- Complete film/video treatment
- Copy of total film budget
- Video/DVD excerpt of current project or sample of previous work (Internet link or 2 DVDs)
- 1 – 2 reviews of previous work
- Name of an authority in the field who can recommend you and your work. (Senior applicants only. Junior applicants must supply full written reference.)

Performance Arts:
- Video/DVD/CD excerpt of a past performance (Internet link or 2 DVDs)
- List of potential performance venues
- 1 – 2 reviews of previous work
- Name of an authority in the field who can recommend you and your work. (Senior applicants only. Junior applicants must supply full written reference.)

Visual Arts:
- Images of current or past work (electronic versions preferred) (Internet link or 2 CDs)
- List of potential exhibit sites
- 1 – 2 reviews of previous work
- Name of an authority in the field who can recommend you and your work. (Senior applicants only. Junior applicants must supply full written reference.)

Creative writing:
- 10-20 page writing sample
- 1 -2 reviews of previous work
- Name of an authority in the field who can recommend you and your work. (Senior applicants only. Junior applicants must supply full written reference.)

Proposals in the above categories may omit the Literature Review, the Bibliography, and the Writing Sample specified on page 3.

Note: Projects must deal with gender; projects by and about Jewish artists that do not deal with gender, do not meet the criteria.
THE HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARD APPLICATION

Budget

Applicant’s Name:

Project Title:

1. On a separate page provide a narrative rationale for the budget. In cases where funds for travel are requested, you should explain why the travel is required.

2. Provide below an itemized explanation of how the funds will be used.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time (Salary)</td>
<td></td>
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<tr>
<td>Applicant 1</td>
<td></td>
</tr>
<tr>
<td>Applicant 2 (if applicable)</td>
<td></td>
</tr>
<tr>
<td>Travel expenses (include number of days of travel)</td>
<td></td>
</tr>
<tr>
<td>Supplies (Description – costs must be itemized)</td>
<td></td>
</tr>
<tr>
<td>Outside services (Please specify)</td>
<td></td>
</tr>
<tr>
<td>Other costs (Please Specify)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Estimated Costs</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

List any other funding sources that have been contacted or are involved with this project:

1. ________________________________
2. ________________________________
3. ________________________________
Applications must include the following information:

Name:

Address:

Telephone: Email:

Indicate the level and category of your grant application (see Guidelines for a description of each level):

Junior __________ Senior __________

Project title: ________________________________

Where did you first learn about this opportunity?

Member of the HBI staff ________

Member of the HBI Academic Advisory Committee ________

HBI web site ________

H-Judaic ________

Israel Feminist Forum Listserv ________

Email from your academic department ________

Please specify ________________________________

Other website ________

Please specify ________________________________
A PROPOSAL TO THE HADASSAH-BRANDEIS INSTITUTE FOR A RESEARCH AWARD

Proposal Summary

Applications must include the following information (attach a separate sheet with the name and academic information for any additional people associated with this proposal):

Name:

Degrees earned:

Institutional affiliation:

Year Ph.D. to be awarded:

or

Current professional position:

<table>
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<tr>
<th>Category (Choose ONE only):</th>
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<tr>
<td>The Arts (research) ________</td>
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<td>Families, Children &amp; the Holocaust ________</td>
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<tr>
<td>History ________</td>
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<tr>
<td>The Yishuv &amp; Israel ________</td>
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<tr>
<td>Film &amp; Video ________</td>
</tr>
<tr>
<td>The Arts (creative):</td>
</tr>
<tr>
<td>Performance ________</td>
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</tbody>
</table>

Application level: Junior__________ Senior__________

Project Title: ____________________________________________

Duration of Project: ____________20__ to ____________20__

Brief explanation of how funds will be used:

Name and title of referee (Junior grants only):
HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARDS
Reference and Project Evaluation Instructions
(Junior Applicants Only)

The scholar asking you to provide a reference is applying for a Hadassah-Brandeis Institute Research Award. This is a grant of up to $2,000 to support research or creative art that provides fresh ideas about Jews and gender. The HBI evaluates the proposals for excellence of both the applicant’s ability and the project itself.

The HBI assumes that if you are supplying a reference for the applicant, you are familiar with the project associated with the proposal. In addition to supplying your personal reference, we ask that you complete the project evaluation form below.

<table>
<thead>
<tr>
<th>Project Title:</th>
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Rate the proposal for the criteria below using the following scale: 1 = Excellent  2 = Good  3 = Poor

<table>
<thead>
<tr>
<th>Originality</th>
<th>Quality of Research Design</th>
<th>Contribution to the field</th>
<th>Applicant’s ability to carry out and complete project</th>
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<td></td>
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</table>

Please provide your qualitative comments about the merits of the proposal.
1. **I have received a Research Award in the past, can I apply again?** Yes, you may apply for another award to carry out a new project, or to finish a partially funded project.

2. **My proposal is interdisciplinary and qualifies in two categories. Which one should I select?** The HBI does not advise applicants on this question. Keep in mind that the HBI does not have a specified number of awards in any one discipline, and that proposals are judged for excellence. You must apply in only one category, however.

3. **I am collaborating on this project with other colleagues. May more than one person submit the proposal?** Yes, you may submit a proposal from more than one person. In the Proposal Summary, provide the information for the project leader. If all applicants are collaborating equally, please provide the information for the most senior applicant. Attach a separate sheet with the information for all people whose names are affiliated with the proposal, and include each person’s CV.

4. **Should I apply as a Junior or a Senior?** Junior applicants are enrolled Ph.D. students or are scholars who are within three years of finishing their doctorate. Senior scholars have generally attained the level of Associate Professor, or the equivalent. Those people who fall between categories may apply in either category with the understanding that Senior proposals are judged more rigorously. Artists applying in the senior category will need to provide evidence of a reviewed body of work.

5. **Should the documents be single spaced or double spaced?** You may use either, but please abide by the specifications for the maximum number of pages.

6. **May I apply for funding to covering my time?** Yes. If you choose to do so, you should include this cost in the time category of the budget.

7. **Can I email the proposal instead of using the online form?** You must submit your proposal via the link to the Jotform on the HBI website. You should write your proposal in another program, i.e. Word, and cut and paste your answers into the form. If you have problems using the form, please contact Debby Olins via email (dolins@brandeis.edu).

8. **I am applying as a Senior applicant. Do I need a reference?** No. Only Junior applicants need to include an academic reference.

9. **Can my reference send you the recommendation directly, or should I include it with my materials?** Your reference may email their recommendation from a university email address to dolins@brandeis.edu. If she/he is sending a hard copy, please ask that university stationery be used. Your reference may also fax a copy to: 781-736-2078.

10. **I am not sure how long my application will take in the mail. If I email the full application by the deadline of September 15, 2016 at 5pm, will you accept the hard copy if it arrives after that date?** The HBI expects applicants to adhere to the required deadlines. However, we understand that overseas mail can be unpredictable. If you are based outside of the US or Canada, the HBI will accept your proposal when it arrives if it is sent via Express Mail and post-marked by Thursday, September 15, 2016.

11. **For proposals in the Visual Arts, how many images should I submit?** You should submit as many images as needed to give the reviewer a full understanding of your capability to carry out your proposal.