

# THE HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARD APPLICATION

## ***HBI Research Award Program - Proposal Guidelines 2018***

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### **STATEMENT OF PURPOSE**

The purpose of the HBI Research Award is to support work that has the potential to make a significant contribution to the field of Jewish Gender Studies in one of the following ways: A) by using the lens of gender to inform the field of Jewish Studies B) by bringing insights from Jewish Studies to the field of Women's and Gender Studies C) by exploring interreligious collaborations between Jewish women and women of other faiths.

### **I) FOR 2018 THE HBI WILL CONSIDER APPLICATIONS IN THE FOLLOWING TOPICS:**

1. Yishuv, Contemporary Israel & Zionism
2. Diasporic & Transnational Jewish Studies
3. Gender & the Holocaust
4. Gender, Culture, Religion & Law
5. Gender Issues in Jewish Ritual, Participation, & Observance
6. Jewish Feminism & Jews in Feminism
7. LGBTQ Studies
8. Creative Arts (including Research, Performance, Visual, Writing, & Film)

### **II) TYPES OF AWARDS**

**Junior grants** up to \$2000 are awarded to graduate students and new scholars – generally within 2 years of receiving a Ph.D.

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

### **III) ELIGIBILITY**

Open to applicants regardless of gender or religion.

Applications (in English) from outside the United States are welcome.

### **IV) DEADLINE & SUBMITTING PROPOSALS: Arrival at HBI Offices by Thursday, October 4, 2018.**

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:  
<http://www.brandeis.edu/hbi/grants/research.html>.

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.

**V) REVIEW PROCESS**

Research Awards are given on the basis of excellence. All proposals are confidential and carefully reviewed by at least two outside experts, and receive further review from members of the HBI's Academic Advisory Committee.

The HBI will notify applicants by email in mid to late December 2018 as to whether their proposal will receive funding. Funds are distributed 4 to 6 weeks after receipt of required tax information, which must be received within six-weeks of notification of the Research Award.

Note: HBI Research Awards are considered taxable income. Taxes may be deducted from awards made to non-resident aliens and award recipients who do not file a US tax return.

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## REQUIREMENTS FOR HBI RESEARCH AWARD PROPOSALS

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1. **PROJECT DESCRIPTION** – A research proposal detailing the nature and purpose of the project and the scope of the work. The description should include information on the project's background, specific objectives, working hypothesis, and methodology. Include a statement detailing the specific component of the project to be funded by the Research Award. (1500 word maximum)

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

2. **STATEMENT OF CONTRIBUTION** – Discussion of the relevant literature and explanation of how your project will make an original contribution to the field of Jewish Gender Studies. (500 word maximum)

3. **PROPOSAL SUMMARY FORM** - See pages 5-6

Including:      **Project Abstract** (250 words maximum)  
                         **Timeline** (200 words maximum)

4. **BUDGET** - See page 7

5. **PERSONAL INFORMATION SHEET** – See page 8

6. **WRITING SAMPLE** – A writing sample in English (5 – 10 pages). Samples can be either published or unpublished.

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

8. **LETTER OF RECOMMENDATION & PROJECT EVALUATION** – (Junior grant applications only.)

9. **ADDITIONAL REQUIRED INFORMATION:** - Proposals in **FILM, PERFORMANCE ARTS, VISUAL ARTS** and **CREATIVE WRITING** must include the supporting information specified on **page 4**.

**Application Deadline: Thursday, October 4, 2018**

## **ADDITIONAL INFORMATION FOR PROPOSAL IN THE CATEGORIES OF FILM & VIDEO, PERFORMANCE ARTS, VISUAL ARTS and CREATIVE WRITING**

In addition to the information specified on page 3, proposals in the categories **Film and Video**, **Performance Art**, **Visual Art**, and **Creative Writing** require the materials specified below.

**Note: Projects must deal with gender; projects by and about Jewish artists that do not deal with gender, do not meet the criteria.**

### **Film and Video:**

- Complete film/video treatment
- 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.

### **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.

### **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.

### **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.

*Proposals in the above categories may **omit** the Statement of Contribution, and the Writing Sample specified on page 3.*

## 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):**

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Name:

Degrees earned:

Institutional affiliation:

Year Ph.D. to be awarded:

**or**

Current professional position:

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**Category** (HBI does not have a specified number of awards in any one discipline; proposals are judged for excellence. **Check one only**):

- |  |                 |  |                           |
|--|-----------------|--|---------------------------|
| 1. Yishuv, Contemporary Israel,<br>& Zionism   | [ ]             | 5. Gender Issues in Jewish Ritual<br>Participation, & Observance | [ ]                       |
| 2. Diasporic & Transnational<br>Jewish Studies | [ ]             | 6. Jewish Feminism & Jews in Feminism                            | [ ]                       |
| 3. Gender & the Holocaust                      | [ ]             | 7. LGBTQ Studies   | [ ]                       |
| 4. Gender, Culture, Religion & Law             | [ ]             |  |                           |
| 8. Creative Arts:                              |                 |  |                           |
| Research [ ]                                   | Performance [ ] | Visual [ ]   | Writing [ ]      Film [ ] |
- 

**Application Level** (See FAQs for answers about criteria for Junior applicants):

Junior ([ ]                  Senior [ ])

**Project Title:**

**Duration of Project:** \_\_\_\_\_20\_\_ to \_\_\_\_\_20\_\_

**Name and title of referee** (Junior level applicants only)

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## Proposal Summary cont'd.

**Project 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. (250 word maximum)

**TIMELINE** – Provide a start date, benchmarks for progress, and estimated completion date for the project. (200 words maximum)

**THE HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARD APPLICATION**

**Budget**

Applicant's Name:

**Provide a summary of how the funds will be used:**

<b>Item</b>	<b>Cost</b>
Time (Salary) Applicant 1  Applicant 2 (if applicable)	
Travel expenses (include number of days of travel)	
Supplies	
Outside services	
Other costs	
<b>Total Estimated Costs</b>	<b>\$</b>

**Explain the reasons for the requested budget allocation:**

**List any other grants you are currently applying for to support this project:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**List any other grants, including a past HBI Research Award, you have received for this project:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**THE HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARD APPLICATION**

**Personal Information**

**Applications must include the following information**

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Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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**Have you received an HBI Research Award for another project in the past?**

Yes [  ]      No [  ]

If yes, please provide the date and the Project Title:

Date: \_\_\_\_\_

Title: \_\_\_\_\_

**Where did you first learn about this opportunity?**

HBI web site [  ]

HBI Blog: Fresh Ideas [  ]

HBI Facebook Post [  ]

HBI Twitter [  ]

Member of the HBI Academic Advisory Committee [  ]

H-Judaic [  ]

Israel Feminist Forum listserv [  ]

Other website or listserv [  ]

Please specify \_\_\_\_\_

Email from your academic department [  ]

Please specify \_\_\_\_\_



Applicant's Name: \_\_\_\_\_

Referee's Name: \_\_\_\_\_

**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 to support research or creative art makes a significant contribution to the field of Jewish gender studies. 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.

**Project Title:**

Rate the proposal for the criteria below using the following scale: 1 = Excellent 2 = Good 3 = Poor

<b>Originality</b>	<b>Quality of Research Design</b>	<b>Contribution to the field</b>	<b>Applicant's ability to carry out and complete project</b>

**Please provide your qualitative comments about the merits of the proposal.**

## THE HADASSAH-BRANDEIS INSTITUTE RESEARCH AWARD PROGRAM

### FREQUENTLY ASKED QUESTIONS

- 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. 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.
- 3. I'm working on my Masters degree. May I apply for a HBI Research Award.** Graduate student applicants must be enrolled in either a Ph.D. or M.F.A. degree program.
- 4. Should the documents be single spaced or double spaced?** You may use either.
- 5. May I apply for funding to cover my salary?** Yes.
- 6. Can I email the proposal instead of using the online form?** No. 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](mailto:dolins@brandeis.edu)).
- 7. 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](mailto: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.
- 8. I am not sure how long my application will take in the mail. If I submit the full application by the deadline of October 4 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 the hard copy of your proposal when it arrives if it is sent via Express Mail and post-marked by Thursday, October 4, 2018.