



American Council of Learned Societies

African Humanities Program in Ghana, Nigeria, South Africa, Tanzania, and Uganda 2009-2010

INSTRUCTIONS FOR APPLICANTS

Eligibility criteria

- The proposed project must be in the humanities.
- It must propose a written scholarly product such as a dissertation or monograph.
- Research and writing under terms of the fellowship award must be undertaken in Africa. AHP fellowships may not be used for travel outside the continent.
- Dissertation applicants must be Africans residing and working in Ghana, Nigeria, Tanzania, or Uganda, pursuing a doctorate in one of those countries. They must have begun to write the dissertation and be within one year of completion of the writing. **South African applicants are not eligible for Dissertation-Completion Fellowships.**
- Postdoctoral applicants must be Africans residing and working in Ghana, Nigeria, South Africa, Tanzania, or Uganda. They must have defended the dissertation by the submission deadline and be no more than five years past the date of receiving the Ph.D. degree. They may propose a combination of research and writing, or writing only.

Fellowship awards

- The stipend for Dissertation-Completion Fellowships is \$9,000.
- The stipend for Early Career Postdoctoral Fellowships is \$16,000.
- The Residential Allowance is \$5,000, which will be paid directly to the institute for advanced study hosting the AHP fellowship recipient. A list of recommended sites is available from ahp@acsls.org, though applicants may also propose residence at other institutes in sub-Saharan Africa. Residencies must be undertaken outside of the country in which the applicant maintains institutional affiliation and must be for a continuous period of not less than two months. Applicants who propose to work at their home institutions are not eligible for residential allowances.

Selection criteria

- The intrinsic interest and substantive merit of the work proposed
- The clarity of the intellectual agenda
- The record of achievement of postdoctoral scholars and the promise of Ph.D. candidates
- The contribution the work is likely to make to scholarship in the region and internationally
- The feasibility of the workplan.

Preparing the application

Begin preparation early. Applications must be received by the African Humanities Program at the American Council of Learned Societies in New York by **December 1, 2009**.

All applications must be typed (no handwriting, please). ACLS encourages the submission of applications via email in either Word (.doc or .docx files) or Acrobat (.pdf files). ACLS

cannot accept application materials submitted in other file formats. Application forms may be downloaded in either Word or Acrobat. Application forms downloaded in Word may be typed on a computer, then saved in a Word or Acrobat file and submitted via email attachment to ahp@acsls.org. Please observe specifications for font and line-spacing, as well as the page and space limits represented in the original application form. Application forms downloaded in Acrobat or received via Air Mail may be printed, then typed on a typewriter and returned to ACLS via Air Mail or courier service. **Applicants should remember to sign and date the completed application.**

An application form consists of the following numbered elements, which should be submitted in order. Incomplete applications will not be considered.

I. Applicant information – cover sheet

II. Personal history: education, research, teaching, and service (as applicable)

III. List of applicant’s publications

IV. Intellectual autobiography [One page maximum: single spaced, 11 pt. type]

A description of the applicant’s academic career, detailing the ideas and experiences that shaped and motivated the applicant’s intellectual work and plans for the future. The autobiography should conclude with a separate paragraph answering the question: “What do I see myself doing five years from now?”

V. Application essay [Maximum two pages: single spaced, 11 pt. type]

- 1. Main Thesis:** State the main thesis and the argument or problematic guiding the proposed research and writing.
- 2. Body:** Explain the research problem in more detail. What is already known about the problem and what more needs to be known? Justify the research focus and approach.
- 3. Literature and sources:** Locate the proposed topic in the context of existing literature and identify potential new sources. What will be the criteria for determining which sources are relevant? How will the project extend, modify, or challenge existing scholarship?
- 4. Methods:** Describe in detail the methods to be used. How will they be deployed to address the main thesis or argument of the project?
- 5. Significance:** Discuss the importance of the proposed work to central issues in the discipline, to the African humanities, and to humanities scholarship in general.
- 6. Workplan:** The concluding section of the essay should specify a plan of work with a *timeline for the research and/or writing during the fellowship period*. How much has the applicant already accomplished on the project and how much remains to be done? What steps are anticipated during the fellowship period? What is the expected result?

VI. Bibliography and sources [One page maximum: single spaced, 11 pt. type]

VII. Request for residential allowance

Applicants may request a residential allowance to spend all or part of the award tenure at an institute for advanced study in sub-Saharan Africa. The allowance, which will be paid by ACLS directly to the residential site, will fund travel to and from the site as well as housing during residency. Residencies must be undertaken outside of the country where the applicant maintains institutional affiliation and must be for a continuous period of at least two months.

The African Humanities Program has made arrangements with several institutes for advanced study to host AHP fellows. The names of these institutes, along with additional information, are available from ahp@acsls.org.

VIII. Sample dissertation chapter (for dissertation-completion applicants only)

Dissertation applicants must submit (preferably in electronic form) a completed chapter of the dissertation or a significant section of a chapter, which should be a maximum of 15 numbered pages, single spaced, 11 pt. type, with the applicant's name at the top of every page.

Applications for the dissertation-completion fellowship which do not include a dissertation chapter will be considered incomplete and will not be considered.

IX. Two letters of recommendation

Each applicant should request letters from two scholars familiar with the applicant and the proposed project. For Ph.D. candidates, one letter must be from the dissertation supervisor and must attest to the likelihood of completion of the dissertation during the fellowship period.

The recommendation form is provided as a separate file at www.acsls.org/programs/ahp. You may download the file and email it to those providing your recommendations.

Recommendation forms are also provided in this document. .

Submitting the application

Please follow these instructions carefully when submitting your application. Failure to observe guidelines for submitting your application may render your application late, incomplete, or otherwise ineligible for inclusion in the fellowship competition.

1. Applications may be submitted electronically (via email attachment) or on paper (via Air Mail or courier service).
2. **ACLS can accept only files sent in Word (.doc or .docx) or Acrobat (.pdf) formats.** Application materials sent in other file formats cannot be accepted. Letters of recommendation and the applicant's signature may be scanned for electronic submission as .pdf files.
3. Applications submitted electronically should be sent to ahp@acsls.org. Please include all application materials as attachments to one single email. In the subject line of your email, please include your surname and the phrase "AHP application." In the body of your email, please indicate the number of files attached. Please submit your application materials only once, unless requested to resubmit. You may not submit "updated" or "revised" versions of your application once you have submitted your application.
4. Applications sent by Air Mail or courier service should be addressed to:

**African Humanities Program
American Council of Learned Societies
633 Third Avenue, 8th floor
New York, NY 10017-6795, USA**

5. **IMPORTANT: Whether you submit electronically or on paper, please send a separate email to ahp@acsls.org requesting confirmation that your application has been received.** If you do not receive a reply within ten days confirming that your application was received, please resend your confirmation request. Do not resubmit your application materials unless requested to do so.

6. Special note to Yahoo email account holders: If you rely on a Yahoo email account, please note that email from ACLS is routinely routed into the spam folder by the Yahoo server. Please check your spam folder regularly for ACLS emails. Yahoo email users may consider using an alternative email account for ACLS correspondence, such as a university email account, gmail, hotmail, or other email server.

7. Incomplete or late applications will not be considered.

**Applications must be received in the AHP mailbox (ahp@accls.org)
OR at the ACLS New York offices by
December 1, 2009.**

Supporting Documentation

Before receiving fellowship funds, AHP award recipients will be required to submit several additional documents. **IT IS NOT NECESSARY TO SUBMIT THESE DOCUMENTS WITH THE APPLICATION.** Detailed instructions concerning this documentation will be included in the letter announcing the award.

Supporting documents required for receipt of fellowship funds:

- A letter from the applicant's institution (university department or faculty, museum, or other research center), which indicates acceptance of the terms of the award and support for the applicant's project. This letter must be composed on institutional stationery and must be officially stamped and signed.
- A photocopy of the highest university degree obtained by the applicant. The photocopy must bear an official university stamp.
- A photocopy of relevant pages of the applicant's passport.
- A statement, composed and signed by the applicant, declaring that the applicant will work full-time on the project during the fellowship period, forgoing any other employment, consultancy, business, or extended travel away from the site of the project.



American Council of Learned Societies

African Humanities Program Fellowship Application
2009-2010

This PDF form must be printed out and answers typed in (using a typewriter).

Name:

Surname

Given name

I. Applicant Information—Cover Sheet

This application is for (check one only):

- a **DISSERTATION FELLOWSHIP** for completion of dissertation writing
 - a **POSTDOCTORAL FELLOWSHIP** for early career research and writing
- Please see the Instructions for Applicants for the eligibility details of each fellowship.*

Are you applying for a **RESIDENTIAL ALLOWANCE** to supplement the fellowship?

- Yes
- No

Residential allowances are for scholars who wish to conduct research/writing at an African institution away from their home institution. Please see Item VII in the Instructions for Applicants.

Applicant's Name:	Applicant's Title:	Date of Birth:
Citizenship:	Country of Residence:	
Name of Institution:	Full Address of Institution:	
Home Address:	Postal Address:	
Email address:	Alternative email address (if any):	
Telephone: (include international dialing code)	Mobile:	

Name:

Surname

Given name

Applicant's Major Discipline:	
Ancillary Discipline (if any):	
Descriptive Project Title (up to 15 words):	
Abstract: <i>(Please provide a summary of your proposal, 150 words or fewer, in the space provided.)</i>	
Where do you plan to conduct the project for which you are applying?	
When do you plan to complete the project for which you are applying?	
How did you learn about this competition?	

Please sign and date your application:

Name

Date

Name:

Surname

Given name

III. Applicant's Publications

Publications listed should be identified by title (with descriptive title in parenthesis, if available), journal or publisher, date, and number of pages.

One page maximum, 11 point type

Name:

Surname

Given name

IV. Intellectual Autobiography

A description of your academic career, detailing the ideas and experiences that have shaped and motivated your intellectual work and your plans for the future.

In a separate paragraph, please answer the question, "What do I see myself doing five years from now?"

One page maximum, single-spaced, 11 point type

Name:

Surname

Given name

V. Application Essay

Please write an essay describing your project in detail.
Further suggestions are provided in the "Instructions for Applicants"
Maximum two pages, single-spaced, 11 point type

Name:

Surname

Given name

VI. Bibliography and Sources

Provide a list of the most significant primary and secondary sources, along with any other source materials (artifacts, interviews, etc.), which apply to the proposed project.

One page maximum, single-spaced, 11 point type

Name:

Surname

Given name

VII. Application for Residential Allowance

(Only for applicants who propose to work away from the home institution).

(Applicants who are not applying for a residential allowance should leave this page blank.)

Please refer to the "Instructions for Applicants" for more details concerning application for a residential allowance.

Which institute for advanced study do you wish to designate as your research/writing site?

Why do you want to conduct research and/or writing at this site?

Indicate the tenure (in weeks or months) that you propose to spend at the research/writing site:

Indicate the proposed dates of residence at the site:

Estimate travel expenses and mode of travel (air/train/taxi/bus) to and from the site:



American Council of Learned Societies

**African Humanities Program
in Ghana, Nigeria, South Africa, Tanzania, and Uganda
2009-2010
Letter of Recommendation**

Applicant's Name _____
Surname Given name

To the Applicant: Two letters of recommendation must be obtained from scholars familiar with the applicant and with the proposed project. For Ph.D. candidates, one letter must be from the dissertation supervisor and must attest to the likelihood of dissertation completion within one year of receiving the fellowship.

To the Recommender: Please provide a letter evaluating the intrinsic merit of the project, specifying the contribution the project will make to humanities research, and assessing the abilities and qualifications of the applicant to complete the project within one year of receipt of funds. **Please return your letter of recommendation to the applicant, for submission along with the completed application.**

Name of Recommender:

Institutional Affiliation of Recommender:

Academic Rank and Position of Recommender:

How long, and in what capacity, have you known the applicant?

Signature of Recommender Date

Your letter will be of considerable importance to the African Humanities Program selection committee. It should be as detailed as you feel necessary, but please limit yourself to no more than two pages.

