

College of Arts and Letters (CAL) Collaborative Workshop Application Guidelines

The purpose of this award is to promote faculty scholarship by funding small workshops that include JMU faculty members and external scholars working on a common topic/theme. The goal is to bring together a community of scholars that leads to a scholarly or creative product such as a special issue of a journal, an edited volume, an exhibition, a film, or similar product. Awards support travel for external scholars, meals for workshop participants, and other costs associated with the event. All expenditures must comply with [state guidelines](#). In general, the maximum award amount is \$5,000. The College may be appealed to for additional funds under compelling circumstances.

Applications will be evaluated on the following criteria:

- Quality of the proposal
- Likelihood of the workshop leading to a notable scholarly or creative product
- Inclusion of the JMU community

Application components:

- Abstract (150 word maximum)
- Short proposal (1,000 word maximum) that describes the academic content of the workshop, the participants, and the proposed scholarly or creative output
- Timeline for the project: the timeline should include dates for participants to submit draft materials, the dates of the workshop, and the target date for the completion of the project
- List of proposed participants with brief biographical information
- Itemized budget: The grant will provide up to \$5,000 for eligible costs including travel for external participants and meals for all participants. All expenditures must conform to state policies.
- Applicant's c.v. that clearly indicates peer-reviewed publications and separates research in progress from publications.

Deadlines:

- Applications should be submitted in a single pdf to Laura Wisman (wismanlb@jmu.edu) by 5:00pm on Friday, September 22, 2023
- Deadline for workshop and spending money is June 2024
- Recipients must submit a brief report to the College of Arts and Letters on the use of the award by October 7, 2024