IHR Publication Development Grant  
- Guidelines & Terms and Conditions 2023 -

Value: $6000 (inclusive of 8.5% ERE) in the form of a stipend, or as Teaching Buyout.

The stipend can be taken in two ways:
\textbf{a.} As a cash payment (however this is subject to tax)
\textbf{b.} As a research fund (housed in your department, and not subject to tax), which can be used for research assistants, hosting symposiums and guest speakers, research materials: for instance, purchasing books, or conference funding).

Opening Date: 12 August 2022

Due Date: 7 November 2022 (for commencement 1st January 2023)

Funding Cycle: \textit{This grant runs for one semester only}. There are two proposed cycles: grants with Fall deadlines are funded January 1st – June 30th, and those with Spring deadlines are funded July 1st – Dec 31st.

Grant Description:
The Institute for Humanities Research (IHR) Publication Development Grant is designed to provide support for and facilitate publication outputs and boost research track record, in order to enable increased citations, reputation, and competitiveness for external grants.

Funding Options
$6000 (inclusive of 8.5% ERE) in the form of a stipend, or as Teaching Buyout. The stipend can be taken in two ways:

\begin{itemize}
  \item \textbf{a.} As a cash payment (however this is subject to tax).
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\end{itemize}

Required Outputs and Outcomes

- complete a journal article or book chapter and submit to a well ranked peer-reviewed press/journal either within the funding cycle or up to 6 months following the end-date of the grant.
- give the IHR advisory board a presentation on the research done and how you could translate it for a public audience so you are then able to:
- apply for an ‘IHR Seed Grant’ or ‘IHR Cross-Disciplinary Seed Grant’, within one year of completing the IHR Publication grant.
• Submit a 1-2 page report on your project outputs and outcomes no later than 2 weeks after the end-date of the grant.

**Eligible Projects:**
- All time periods: historical to contemporary
- Unlimited geographic locations: global to local
- Formats: journal articles or book chapters
- Single-PI research
- One output: journal article or book chapter

**Ineligible Projects:**
- Pedagogical or curriculum development projects [NB: Curricula impact - while strictly pedagogical projects are not eligible for IHR seed grant funding, curricular impacts are welcome additional outcomes (optional)]
- Projects that only collect data without interpretation

**Applicant Eligibility:**
- Applications are welcomed from any level of tenure and tenure-track faculty, or other faculty eligible for a research release, from
  - any Humanities unit from any ASU campus,
  - any Humanities scholar using humanities methods located outside Humanities units.

**Restrictions:**
Prior recipients of IHR Funding, regardless of award date, will not be eligible for further support until they have met their obligation to apply for an IHR Seed grant or Cross-Disciplinary Seed Grant, given a presentation to the IHR Advisory Board, and provide a 1-2 page written report on the publication output, and where it was submitted for publication (including publisher reputation and peer-review status).

**Evaluation Criteria**
- Originality of ideas and methods
- Significance of the publication in the field of research
- Innovative or interdisciplinary approaches or methodologies

**Selection process:**
- Publication Development proposals undergo full review by the IHR Advisory Board (see Evaluation Criteria above).
- Proposals will receive one of the following ratings: accepted for funding (with the possibility of minor revisions); revise and resubmit; ineligible/declined.
Allowable/ Unallowable Expenses & Charges
Refer to School or Department about allowable and unallowable expenses associated with Research Funds.

Budget categories
If you take the grant as a research fund (transferable to your unit), you can use the funds for the following:

- **Student workers**: You may hire hourly student workers (undergraduate or graduate) to assist with your research. See here for ASU’s standard wage scale for student workers.
- **Travel**: Funds may be requested for researcher travel outside of ASU (for conferences, or archival research) and for travel by visiting speakers and scholars to ASU. Requests for travel funds may not exceed the established ASU per diem rate for each destination. Local, US, and international rates may be found here. Note that these rates vary by season, with the highest prices in the Phoenix area occurring January-April.
- For other uses (allowable and unallowable) please refer to your School or Department

*In light of COVID-19 travel restrictions and the impact of COVID-19 on our diverse communities, all planned in-person events and activities should have a contingency plan for virtual engagement.

TERMS AND CONDITIONS

- Extensions may be granted upon written request for special or unusual circumstances. Otherwise, unspent funds will return to IHR.
- Funds awarded will be transferred to your unit as a ‘Research Fund’ or paid as a stipend.
- The IHR must be acknowledged/credited on publications, internal forms, and other activities supported by the Publication Development grant.
- Publication Development Grant recipients will receive a set of terms and conditions in their final award letter. At the time of award, we ask recipients to carefully review these terms and to indicate their adherence to them by signing their award letter. Funds will only become available upon receipt of the signed award letter.

SUBMISSION INSTRUCTIONS

Compile into one PDF and upload into InfoReady (https://asu.infoready4.com/) the following: your publication description, methodology, bibliography; CV (publications/research only (maximum 2 pages)), and signature template. Templates can be found in the application InfoReady site.

Detailed instructions below:
PUBLICATION DESCRIPTION (2.5 pages in total)

1. **Publication Description** (1 and a 1/2 single-spaced pages maximum): Describe your field of research and publication track record on the topic, describe your central argument and theoretical background.

2. **Methodology** (1/2 single-spaced page maximum): Discuss the proposed methodology for the publication.

3. **Bibliography** (1/2 single-spaced page maximum): Provide a bibliography of the main articles and books you would refer to for your research into your topic. Explain why they important for your publication.

Once you have compiled the components listed above, submit them as a single PDF at the Info Ready portal at: [https://asu.infoready4.com/](https://asu.infoready4.com/)

For questions or assistance with your application, contact the IHR at this address *only*: ihr@asu.edu (please include in the subject line of your email: ‘IHR Publication Development Grant Query’, and please mark attention to Nicole Anderson)