

Call for Proposals

CES Conference and Workshop Grants (Spring 2025)

Guidelines

A. Grant Description

The Center for European Studies in the UF College of Liberal Arts and Sciences offers to fund on-campus workshops, conferences, or other public event on a topic of general interest. Funding for this grant is provided by the US Department of Education through the Center's Title VI National Resource Center grant with additional funds contributed by the UF College of Liberal Arts and Sciences.

This grant is intended to foster multi- and/or interdisciplinary collaboration between faculty and graduate students working on contemporary European topics. It also intended to foster collaboration between faculty and graduate students nested in different units at UF and to support intellectual community at UF and beyond.

We welcome proposals that advance scholarship of contemporary Europe. We hope the event will attract interest and participation from among the general UF community. The events sponsored by this grant should not only foster scholarly exchange, debate, and discussion, but should provide a public forum for the dissemination of the resulting exchange as well.

B. Eligibility

Open to full-time faculty (tenure-track faculty and instructional faculty) in all UF colleges and departments. The minimum number of applicants per proposal is two faculty members with one graduate student. Two lead faculty applicants must be nested in two different units (centers, departments, schools).

CES encourages applications that include faculty and graduate students representing more than one discipline and/or encourages applications that are supported by existing working groups or research clusters.

C. Activities

All events must be open to the public and advertised.

The Center encourages proposals that seek to fund workshops, conferences, public talks, and other events that foster scholarly exchange. Proposed topics must address a contemporary European Studies issue. CES welcomes proposals that will potentially attract significant interest among the general UF community and Gainesville area as well as proposals that foster research collaboration and benefit graduate students.

CES will award grants in the range of \$2,000 - \$5,000 per proposal. Please submit an **itemized budget** that includes itemized travel costs and other costs.

CES can provide a grant for larger scale proposals, with the possibility of additional funds with appropriate justification. Please contact CES in advance if you expect that your proposal will exceed \$5,000.

CES European Studies Working Group Grant **cannot** sponsor food and refreshments.

D. Deliverables

The organizers are required to share all publicity details of the sponsored events with the Center for European Studies as soon as possible, but no later than one month prior to the event. The organizers must actively promote the event on social media as well as at UF.

Publicity materials for the sponsored events must include appropriate acknowledgement of the CES sponsorship and must be provided to the CES Outreach Coordinator prior to distribution.

Following the event, the event organizer must provide a report to the Center for European Studies that includes the number of attendees, final budget, and general description of the event activities and the expected impact. Failure to do so will render the applicant ineligible for future funding from the Center for European Studies.

E. Application Process

Deadline: September 6, 2024

Decision: October 7, 2024

Event: Spring 2025

Submit your proposal in a single pdf format and include the following information:

- **Proposal title**
- **Dates** and tentative location of the event at UF
- **Contact** information for the lead applicant (email)

- **Names** of at least **two faculty** applicants from two different units at UF and their institutional affiliations at UF (centers, departments, schools)

Please include names of co-applicants, Center/Department/School and College, rank, email address(es). The minimum number of co-applicants is two plus a student.

- **Name** of at least one **graduate** student and student's institutional affiliation at UF
- **Proposal narrative** (one page maximum)

The proposal narrative should not exceed one page and may include an abstract. Please include a detailed description of the proposed event and how it addresses or relates to contemporary European Studies.

The narrative should include a list of participants and demonstrate how said participants will contribute to the event and the development of scholarly exchange on the chosen topic. The narrative should also discuss the aims of the event in terms of future collaborations, deliverables and how it benefits graduate students. The narrative should address the projected audience for the event and demonstrate the relevance of the topic to the UF and beyond.

- Itemized **Budget** (flight, hotel, venue rental, honorarium, etc.)

CES will award grants in the range of \$2,000 - \$5,000 per proposal. Please submit an **itemized budget** that includes itemized travel costs and other costs. Additional funds may be provided with sufficient justification.

Applicants are encouraged to seek additional co-sponsorship and should include any commitments from other units in their proposed budget. As the majority of the funds for this award originate with the US Department of Education, the funds may not be used for the purchase of food and if travel is included as a budget item, travelers must adhere to the provisions of the Fly America Act. If the applicant is successful and does wish to utilize funds for travel, please contact CES prior to arranging travel plans to ensure proper rules and regulations are followed. Honoraria, if budgeted, may not be distributed to UF employees.

- Names of participants or working groups/research clusters involved (optional)
Please indicate if the proposal is endorsed by a working group or a research cluster (if applicable).
- Co-sponsors (optional).
Please include names of anticipated co-sponsors (if applicable)

Please submit the proposal via the following CES link:

- <https://ces.ufl.edu/funding/faculty-funding/european-studies-working-group-conference-grant/>

Proposal Assistance

Potential applicants are invited to contact CES in advance with any questions or concerns about the grant process or to review a draft proposal.