



THE INSTITUTE OF TURKISH STUDIES

2017-2018 ACADEMIC YEAR GRANT PROGRAM

TEACHING AIDS GRANTS

The Institute of Turkish Studies (ITS) is a non-profit, private educational institution devoted solely to the advancement of training, research, and teaching in the field of Ottoman and modern Turkish Studies. ITS was established in 1983 and is currently located at the School of Foreign Service of Georgetown University in Washington, DC. The Institute is governed by a twelve-member Board of Governors whose members include prominent US scholars in Ottoman and modern Turkish Studies, and others with a demonstrated interest in Turkey.

ELIGIBILITY:

These grants are intended for the development of instructional materials in the field of Turkish Studies such as language teaching materials, maps, slide kits etc., for academic institutions in the United States.

REVIEW PROCESS:

All grant applications are reviewed by expert panels drawn from the Institute's Associates who are prominent scholars working in the field of Turkish Studies. The Institute's Board of Governors makes the final decisions on awards upon the recommendations of the academic expert panelists. Decisions regarding the outcome of applications are intended to be announced by **May 22, 2017**. ITS cannot provide reviewers' comments or any other information about proposals which do not receive funding.

APPLICATION FORMAT AND PROCEDURES:

A complete application must include all of the following materials:

1. The two-page Grant Application Cover Sheet (below), to be completed in full.
2. Project Proposal. Provide a statement (maximum 5 pages, double-spaced) that outlines:
 - * the scope and duration of the project
 - * its intended contribution to your personal intellectual and academic progress
 - * its importance for the field of Turkish Studies
3. Budget. Clearly state the amount requested from ITS in your budget. Due to limited funds, no university overhead costs may be paid through ITS grants. If you are applying for funds from other sources (ARIT, SSRC, etc.) and/or matching university fellowships, you must provide information about these in your budget statement.
4. Letters of Recommendation. All grant applicants must provide three letters of recommendation from referees familiar with their work. Letters of reference should speak specifically to the applicant's proposed project as well as to the applicant's qualifications for undertaking this particular project. Letters of recommendation **MUST** be sealed in envelopes by their respective referees and then placed inside the complete application packet by the applicant. Letters of reference mailed separately **WILL NOT BE ACCEPTED**.
5. Curriculum Vitae. A current CV is required from all applicants.

PLEASE TAKE CAREFUL NOTE OF APPLICATION PROCEDURES:

All applications **MUST BE RECEIVED** as a single, complete package by **5pm** Eastern Standard Time on **March 3, 2017**. Application packages **must** be sent via **United Parcel Service (UPS)** secure courier to:

Dr. Sinan Ciddi
Institute of Turkish Studies
Georgetown University
3300 Whitehaven St, NW
Suite 3100
Washington, DC 20007

Incomplete and/or late applications **WILL NOT** be considered.

The Institute of Turkish Studies

Application Cover Sheet for Teaching Aids Grants for the 2017-2018 Academic Year

PLEASE TYPE

1. Name (Last) (First) (Middle)

2. Date of Birth:

3. Social Security Number:

4. Current Mailing Address:

5. Office Tel:

Fax:

E-mail:

Home Tel:

Fax:

E-mail:

6. Period for which grant is desired:

Duration:

Beginning:

Ending:

7. Amount requested from ITS: \$

8. Are you applying elsewhere for financial aid? If so, you are required to identify all funding resources to which you applied and all funding received.

9. If you have received ITS grant(s) in the past, please indicate category, year and amount.

10. Are you a US citizen or permanent resident? [] Yes [] No

11. Please give the names, positions, mailing addresses, etc. of three persons, including your principal faculty advisor (listed first) who can evaluate your project and your ability to carry it out. At least two of the three referees should be in your own field (area and/or discipline).

a) Name:

Position:

Field/Discipline/Area/Department:

Mailing Address:

Phone:

Fax:

E-mail:

b) Name:		
Position:		
Field/Discipline/Area/Department:		
Mailing Address:		
Phone:	Fax:	E-mail:
c) Name:		
Position:		
Field/Discipline/Area/Department:		
Mailing Address:		
Phone:	Fax:	E-mail:
12. Proposed Project Title:		
13. 100-Word Precis of attached project proposal and its significance:		
14. Sign or Print:	Date:	