

Oregon Humanities Center RIG Guidelines

Oregon Humanities Center (OHC) RIGs support UO-based scholars who share a humanities-related research focus by providing up to \$1,000 per academic year for up to two years. RIGs are interdisciplinary in nature and meet regularly (a minimum of once per term) to share readings and/or other recent research activities and findings.

The OHC can fund up to five RIGs per year, and will fund applicants on a first-come, first-served basis. New RIGs should submit their applications no later than the end of fall term of the first year for which they are applying. RIGs that are applying for a second year of funding should do so at the end of their first year (by June 30th -- see below).

OHC RIGs must have significant UO faculty involvement and intellectual leadership. They can also include graduate students, faculty from other institutions, and community members. A UO faculty member who is a member of the RIG serves as the RIG's Coordinator. Funding is to be used for the group's meetings and activities (e.g., purchasing reading materials or hosting visiting scholars).

OHC RIGs

- facilitate collaborative humanities-related research and inquiry
- create support groups that can assist members in preparing and submitting grant proposals
- build better connections between scholars and community members who share an intellectual interest
- create opportunities for cross-disciplinary discussion among scholars

How to apply

Send an email with the following information to jheydon@uoregon.edu

1. Name of RIG
2. Faculty Coordinator's name and department
3. Description of intellectual focus and purpose of the group (1-2 paragraphs)
4. List of members, ranks, and affiliations
5. Description of plans for the academic year (1 paragraph)
6. Estimated budget

Administration of Funds

OHC RIG funds are administered by the Oregon Humanities Center, in collaboration with the RIG faculty coordinator's home department. Expenditures must be approved in advance by the OHC. Whenever possible, expenses will be paid directly on an OHC index. The RIG Faculty Coordinator may also be reimbursed for approved RIG expenses with prior approval and proper receipts.

Reports

The RIG Faculty Coordinator must submit a **1-page report on the group's activities at the end of the academic year (by June 30th)**. If the RIG is seeking a second year of funding, the report should be accompanied by a brief description of the research group's plans for the coming year and an estimated budget for the use of the second-year funds (including any carry-forward funds

from the first year the group is requesting—see below). *RIGs that do not submit their year-end report by the June 30th deadline are not be eligible for second-year funding.*

Second-year funding

If OHC support for the RIG is requested and approved for a second year, the RIG coordinator may request that any unspent funds from the first year be carried forward. Requests for carry-forward should be accompanied by a brief explanation of how the funds will be used during the second year. No RIG funds will be carried forward beyond June 30th of the second year.

Questions

Julia J. Heydon, Associate Director, jheydon@oregon.uoregon.edu or (541) 346-1001

Financial transactions

Melissa Gustafson, Program Coordinator, melissag@uoregon.edu or (541) 346-1002

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