



Sample Application

What follows is a sample of an application for the Comparative Perspectives on Chinese Culture and Society program. It is for informational purposes only.

To apply for this fellowship, you must submit your application electronically, using the Online Fellowship Application (OFA) system.



Comparative Perspectives on Chinese Culture and Society

Program Description

Welcome to the online application for the Comparative Perspectives on Chinese Culture and Society program.

These grants for collaborative work in China studies are funded by the Chiang Ching-kuo Foundation for International Scholarly Exchange. ACLS invites proposals in the humanities and the humanities-related social sciences that adopt an explicitly cross-cultural or comparative perspective. Projects may, for example, compare aspects of Chinese history and culture with those of other nations and civilizations, explore the interaction of these nations and civilizations, or engage in cross-cultural research on the relations among the diverse and dynamic populations of China. Proposals should be empirically grounded, theoretically informed, and methodologically explicit.

The ACLS/CCKF program supports collaborative work of three types:

- **Planning Meetings:** Grants up to \$6,000 for one-day meetings to develop topics selected by participants. These brainstorming sessions may lead to workshops or conferences, but that is not required by the terms of this grant.
- **Workshops:** Grants of \$10,000 to \$15,000 for workshops designed to promote discussion and exchange of ideas on newly available or inadequately researched data or texts in a collegial, seminar-like setting. Workshops are not mini-conferences for presentation of formal papers describing work already completed.
- **Conferences:** Grants up to \$25,000 for formal research conferences for presentation of significant new research to be published in a conference volume.

The program promotes interchange among scholars who might not otherwise have the opportunity to work together. Accordingly, there will be no support for activities that include scholars from only one institution, that fall within an institution's normal range of colloquia, symposia, or seminar series, or that consist of regularly scheduled meetings, conventions, or parts thereof.

Activities proposed must include at least one scholar with an affiliation, a long-term regular research or teaching appointment in Taiwan.

GRANT DETAILS

- Amount: up to \$25,000 for conferences; \$10,000 to \$15,000 for workshops; up to \$6,000 for planning meetings
- Completed applications must be received by November 6, 2019, for events to be held between June 2020 and December 2021.

ELIGIBILITY

1. The principal organizer must be affiliated with a university or research institution and must hold a PhD.
2. There are no restrictions as to the citizenship of participants or the location of the project.
3. Participation of scholars from Taiwan is expected.

APPLICATION GUIDELINES

- Completed applications must be submitted through the ACLS Online Fellowship Application system no later than 9 pm, Eastern Standard Time, November 6, 2019.
- Applications must be completed and submitted online by the principal organizer.
- Applicants should bear in mind that proposals will be read by an interdisciplinary committee of scholars.
- The program encourages collective efforts by groups of scholars who propose to work together on a clearly defined set of issues. Accordingly, efforts should be made at the earliest possible stage to ensure that the eventual set of conference papers is intellectually coherent and not a collection of essays on topics only tangentially related.
- Funds awarded in these competitions **cannot** be used for:
 - Direct research expenses, such as those of field work, research materials, or data analysis;
 - Salaries or released time for organizers or participants;
 - Honoraria or speakers' fees for organizers or participants;
 - Purchase of equipment;
 - Institutional overhead. (Direct administrative costs, such as office expenses and an honorarium for office assistance, are allowed.)
- Proposals for conferences should be more elaborate than proposals for planning meetings or workshops.
- Workshops should typically last three or four days for discussion and analysis of new approaches and/or new sources in a seminar-like setting.

- Planning meetings should typically last one day.
- The Chiang Ching-kuo Foundation has its own annual competitions for conference grants. The foundation's grants do not require cross-cultural or comparative perspectives as does the ACLS/CCK program in Comparative Perspectives on Chinese Culture and Society. Applicants may submit applications to either the ACLS/CCKF Comparative Perspectives on Chinese Culture and Society program or the Foundation's conference grant program, but not to both. Further information on the Foundation's program may be found here (<http://www.cckf.org/en>).

SELECTION CRITERIA

Applications will be evaluated on the basis of

- (1) The cross-cultural or comparative perspective employed by the event proposed
- (2) Intrinsic significance of the project
- (3) Feasibility of the plan of work and proposed budget
- (4) Coherence and cogency of presentation

INSTRUCTIONS TO THE APPLICANT

Before beginning your application, you will be asked questions designed to determine preliminary eligibility for this program. Once you have answered these basic eligibility questions, please read all instructions, including those in the PROPOSAL UPLOAD sections, before beginning to fill out the application form.

Completed applications must be submitted online no later than 9 pm, Eastern Standard Time, November 6, 2019. Notifications will be sent by May 2020.

The application consists of the following elements:

- A completed application form.
- An application essay (no more than 5 double-spaced pages in Times New Roman 11-point font) with a narrative description of the project and its objectives.
- Up to 2 additional pages of images, musical scores, or other similar supporting non-text materials [Optional]
- A budget for the proposed event, including a statement of any other funds available.
- A short bibliography of relevant sources (no more than 2 pages, double-spaced between entries).
- A publication list and two-page CV of the principal organizer.
- A roster of invited participants with their CVs (2 pages maximum per CV). This list should clearly indicate which participants have confirmed participation and should specify paper

presenters, chairs, and discussants. Participation of scholars from outside the China Studies field is strongly encouraged.

- Participation of scholars from Taiwan is expected.
- **For conferences only:** an appendix containing abstracts (of approximately 150-200 words) for each paper to be presented.

SUBMITTING APPLICATIONS

All applications must be submitted through the ACLS Online Application System no later than **9 pm, Eastern Standard Time, November 6, 2019**. Questions concerning the application process should be directed to cck@acsls.org.

Continue

SAMPLE



Eligibility

Eligibility Check

1. Do you hold the PhD or equivalent*?

Yes No

2. Are you affiliated with a university or research institution?

Yes No

*An established scholar who can demonstrate the equivalent of the PhD in publications and professional experience may also qualify. If you feel that you have the equivalent of a PhD, please check "yes" and contact cck@acsls.org (mailto:cck@acsls.org) to provide supporting documentation. You should also explain your circumstances in the last question on the Professional Background screen of the application.

Continue



Eligibility Confirmation

You have passed our preliminary eligibility screening; please click the button below to proceed to the instructions.

[Continue](#)

SAMPLE



Eligibility

Eligibility

1. The principal organizer must be affiliated with a university or research institution and must hold a PhD.
2. There are no restrictions as to citizenship of participants or location of the project.
3. Participation of scholars from Taiwan in the expected event.

[Continue](#)

SAMPLE



Instructions

Instructions

You may make as many visits to your application as you wish, and revise any information in your application until it has been submitted. In order to be considered, your application must be complete and in SUBMITTED status at **9 pm, EASTERN STANDARD TIME, November 6, 2019.**

This application consists of two parts: the application form itself and the uploaded documents (see PROPOSAL UPLOAD).

BEFORE BEGINNING the application form, please read the Instructions regarding the PROPOSAL UPLOAD as well as the following technical instructions.

A. HOW TO SAVE AND SUBMIT YOUR DATA.

1. Do not use your browser's "BACK" or "FORWARD" buttons for navigation. Instead, use the menu on the left to navigate between screens or the "SAVE AND CONTINUE" button at the bottom of each screen to take you to the next application screen.
2. You must **SAVE each time you leave a screen.** If you do not click on SAVE, anything entered since you last hit SAVE on that screen will be lost. (Any work from a previous session will be retained, but any new entries will be lost.) The SAVE button is on the bottom of your screen.
3. You may work on your application in as many sessions as you wish, and the status of your application will be **IN PROCESS** until you submit it. Once you are satisfied that your application is complete, you must go to the SUBMIT APPLICATION screen and select **SUBMIT APPLICATION.** Once your application has been SUBMITTED, it cannot revert to IN PROCESS status.
4. When you have completed your application, pause to check it one last time. We strongly suggest that you print and read your application before submitting it, so that you can be sure there are no further revisions you wish to make. Your print copy should include your uploaded document.

5. Your application status bar must show SUBMITTED at 9 pm, Eastern Standard Time, November 6, 2019 in order for it to be considered. ACLS will take no responsibility for applications that are not in SUBMITTED status at the deadline. **Once your application has been SUBMITTED, even if it was submitted before the final deadline, no changes will be permitted.**
6. We strongly urge you to print out and save a copy of the final version of your SUBMITTED application. Your print copy should include your uploaded document. You can print your application until January 15, 2020.

B. HOW TO ENTER DATA.

1. You may begin completing the application at any section.
2. What you type into the form is exactly what will be seen by our reviewers. Therefore, please fill out the form carefully, paying attention to spelling, punctuation, grammar, and case. (For instance, do not use all caps.)
3. Text boxes will hold only a limited amount of text. Where longer answers are permitted, the number of available characters will normally be indicated. We suggest that you type rather than paste your response. If you paste your response, be sure your character count does not exceed the limit: excess text may appear on the screen but will not print and will not be visible to reviewers. Examine your print application to be sure your response is complete.
4. Dates should always be entered in the format mm/yyyy or mm/dd/yyyy where indicated. Where an entry continues into the present, please simply leave the ending date blank (mm/yyyy - [blank]).
5. Begin typing all answers at the extreme left hand side of the response area or box; do not leave a space or indent at the beginning of your answer.
6. In all dollar amount fields, use only digits. Please do not use the dollar sign or commas.

C. HOW TO GET HELP.

1. If you have questions about the application process, please consult FAQ (<http://www.acls.org/programs/fellowships-faq/chinastudies/>). If your question is not answered there, click on the "OFA HELP" link that appears on the blue bar at the top of each screen to submit your query.
2. If you are unable to use the "OFA HELP" link that appears on the blue bar at the top of each screen (after this one), contact ofahelp@acls.org (mailto:ofahelp@acls.org) with questions. (Please use the "OFA HELP" link instead if possible.)

Good luck with your application!



Contact Information

Contact Information

Salutation

Professor

First Name

Jane

Middle Name/Initial

Last Name

Doe

Suffix

Primary Email Address

chinastudies@acsls.org

(should be valid through May 2020)

Office Information

Office Address

City

State

Select One ▼

(IF NOT U.S.)

Zip/Postal Code

(if using a ZIP-plus-4 code, please include hyphen)

Country

(IF NOT U.S.)


Telephone

() - , ext.

(IF NOT U.S.)

Fax

() -

 Home Information

Home Address

City

State

(IF NOT U.S.)

Zip/Postal Code

(if using a ZIP-plus-4 code, please include hyphen)

Country

(IF NOT U.S.)

Telephone

 - , ext.

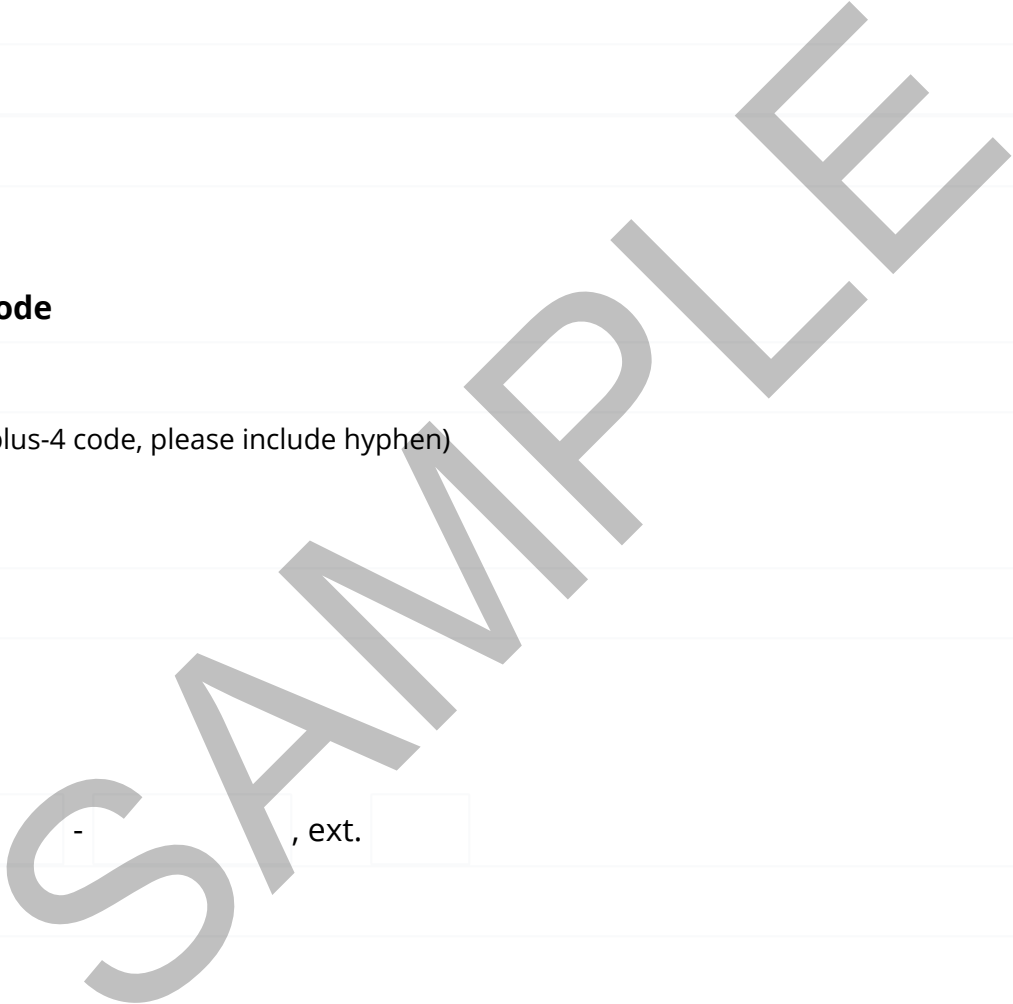
(IF NOT U.S.)

Fax

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Which is your preferred mailing address?

(Be sure to indicate your preferred mailing address.)





Education

 PhD

Degree received from

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. **Use the full name, not an acronym or abbreviation.**)

Date PhD completed/conferred

 /

(mm/yyyy)

PhD major discipline

Title of doctoral dissertation

(150 max character limit: *character count = 0*)

Name of dissertation supervisor

 Master's Degree

Degree received from

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. **Use the full name, not an acronym or abbreviation.**)

Select a degree**Date degree received** /

(mm/yyyy)

Master's degree major discipline

 BA/BS

Degree received from

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. **Use the full name, not an acronym or abbreviation.**)

Date received /


(mm/yyyy)

BA/BS major discipline

 Other Degrees

List any additional degrees

(150 max character limit: *character count = 0*)

 Chinese Language Proficiency

Please indicate your proficiency (reading, writing, or speaking) in Classical Chinese, Modern Mandarin, or any other Chinese dialects relevant to the proposed event. (*use E=Excellent, G=Good, F=Fair or less, N/A=Not applicable*).

If you are either a Native Speaker or Heritage Speaker of a language, please indicate by checking the appropriate box.

Language	Reading	Speaking	Writing	Native Speaker	Heritage Speaker
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>

If there are other aspects of your Chinese language background that you would like the Committee to consider, please so indicate.

(500 max character limit: *character count = 0*)

Additional Foreign Languages

List up to six additional foreign languages you can use, indicating proficiency in reading, speaking, and writing. (Use *E=Excellent, G=Good, F=Fair or less, N/A=Not applicable.*) If you are either a *Native Speaker* or *Heritage Speaker* of a language, please indicate by checking the appropriate box.

Language	Reading	Speaking	Writing	Native Speaker	Heritage Speaker
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	* ▼	* ▼	* ▼	<input type="checkbox"/>	<input type="checkbox"/>

Save Save and Continue



Current Position

Current Position

Rank/Title

Select One 

(Please choose the most appropriate from the list. If you have no academic affiliation, please select "Independent Scholar.")

Discipline

(Please indicate here the discipline you would use in completing your academic title, for example, Associate Professor of Literature, Professor of Philosophy, etc. Write **only** the name of your discipline, not your professorial title.)

Specialization

Department

Institution

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. **Use the full name, not an acronym or abbreviation.**)

Date you began this position

 /

(mm/yyyy)

Are you tenured?

Select ▼

**Second Institution
(if applicable)**

(If you are currently affiliated with more than one institution, please list the second institution here.)

Date you began this position /

(mm/yyyy)

If you do not hold an academic appointment, what is your current position?

(150 max character limit: *character count = 0*)

Save

Save and Continue



Professional Background

Positions Held

List positions held (professional, teaching, administrative, curatorial) since college graduation, beginning with current position. Give name of institution, title, and approximate dates of employment for each.

Please remember:

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout
- where an entry continues into the present, leave the "To" field blank
- use only numbers in all dollar amount fields, for example, 1000

Institution/Employer

Title

From

 /

To

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Institution/Employer

Title

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To

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Institution/Employer

Title

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To

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Institution/Employer

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Title

From

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Institution/Employer

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SAMPLE

 PhD Equivalent

If you do not have a PhD and are requesting consideration as a PhD equivalent based on publications and professional experience, please explain your circumstances here. Applicants may also provide additional relevant information (qualifications or service work not listed elsewhere) that might help reviewers better understand their professional background.

(800 max character limit: *character count = 0*)

Save

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SAMPLE



Awards

Awards

Beginning with **the most recent**, list up to eight of the grants, fellowships, scholarships, academic honors, or awards you have received, giving in each case the dates, purposes (tuition, travel, expenses, etc.), and, if funded, the approximate amounts. If you are listing only selected awards, choose those that are most significant. Please do not be concerned if you cannot recall exact dates or amounts, and do not feel you must use all eight entries.

Please remember:

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout
- where an entry continues into the present, leave the "To" field blank
- use only numbers in all dollar amount fields, for example, 1000

Award

Award Type

From

 /

To

 /

Amount

Purpose

Award

Award Type

Select One ▼

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Purpose

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Event Information

Event Information

TYPE OF ACTIVITY (Please check one):

PLANNING MEETING WORKSHOP CONFERENCE

In the text boxes below, please type rather than paste your response. If you paste your response, be sure your character count does not exceed the limit. Excess text may appear on the screen but will not print and will not be visible to reviewers. Examine your print application to be sure your responses are complete.

Do not use hard returns.

Event Title

(250 max character limit: *character count = 0*)

Brief Description of Event Themes

(800 max character limit: *character count = 0*)

If there is a web page associated with your project, please provide the URL here:

(Optional)

Amount of Funding Requested from ACLS:

Date(s) of Event - From:

/ /

(mm/dd/yyyy)

To:

/ /

(mm/dd/yyyy)

Location of Event

(150 max character limit: *character count = 0*)

 **Countries or Geographical Areas**

List any countries or geographical areas on which your research is focused.

1.

Select One 

2.

Select One 

3.

Select One 

4.

Select One

**Other** Countries or Geographical Areas - Research Completed

List any countries or geographical areas other than the US in which you have done research in the last five years.

1.

Select One



2.

Select One



3.

Select One

**Other** Disciplinary Areas

Please identify up to five disciplinary areas, in order of relevance, that best describe your proposed event. Do not choose "other" unless none of the options is close to your field. **For your first selection please choose the specific field that most closely corresponds to your proposed meeting.**

1.

Select One ▼

Other

2.

Select One ▼

Other

3.

Select One ▼

Other

4.

Select One ▼

Other

5.

Select One ▼

Other

SAMPLE

Save

Save and Continue



Administrative Information

Administrative Information

This information is REQUIRED (except as noted). It is for administrative purposes only and will not be distributed as part of the selection process.

Please remember:

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout, except where mm/dd/yyyy is specifically requested
- where an entry continues into the present, leave the "To" field blank
- use only numbers in all dollar amount fields, for example, 1000

Current salary

(do not add benefits or summer salary).

What is your country of citizenship?

If NOT United States, do you hold US Permanent Resident status?

AND have you lived in the US continuously for at least the past 3 years?

 Sources of Support - Confirmed

List other sources of support, for example, other fellowships and grants, **ALREADY CONFIRMED** in connection with your proposed event. Also indicate the approximate amount of funding and period of support.

Source

From

 /

To

 /

Amount

Source

From

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To

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Amount

Source

From

 /

SAMPLE

To

 /

Amount

 Sources of Support - Applying

List other major funding sources, with approximate amount and tenure period, to which you **ARE APPLYING** for your present proposal.

Source

From

 /

To

 /

Amount

Source

From

 /

To

 /

Amount

SAMPLE

Source**From** / **To** / **Amount** **Statistical Purposes Only**

The following questions are optional and will be used for statistical purposes only.


Date of birth / /

(mm/dd/yyyy)

Gender**With which group or groups do you most identify?**

- Caucasian (not of Hispanic origin)
- Black/African (not of Hispanic origin)
- Hispanic or Latin X
- Native American or Alaskan Native
- Asian
- Native Hawaiian or other Pacific Islander

Other:

 Informational Purposes Only

1. How did you learn about ACLS fellowship programs? (Please select all that apply.)

- Higher Education publication (e.g., Chronicle of Higher Education, Inside Higher Ed)
- Department newsletter or bulletin board
- Dean or other administrator
- Office of Sponsored Research/Grants and Fellowships
- ACLS website
- Other website

Please specify:

- Former fellows
- Social media

Please specify:

- Other/informal communication

Other:

2. Please identify the ACLS member scholarly societies or ACLS affiliate organizations (if any) of which you are a member or with which you have an affiliation. (Please check all that apply.)

ACLS Constituent Learned Societies

- African Studies Association
- American Academy of Arts and Sciences
- American Academy of Religion
- American Anthropological Association
- American Antiquarian Society
- American Association for the History of Medicine
- American Association of Geographers
- American Comparative Literature Association
- American Dialect Society
- American Economic Association

- American Folklore Society
- American Historical Association
- American Musicological Society
- American Numismatic Society
- American Oriental Society
- American Philosophical Association
- American Philosophical Society
- American Political Science Association
- American Schools of Oriental Research
- American Society for Aesthetics
- American Society for Eighteenth-Century Studies
- American Society for Environmental History
- American Society for Legal History
- American Society for Theatre Research
- American Society of Church History
- American Society of Comparative Law
- American Society of International Law
- American Sociological Association
- American Studies Association
- Archaeological Institute of America
- Association for Asian Studies
- Association for Jewish Studies
- Association for Slavic, East European, and Eurasian Studies
- Association for the Advancement of Baltic Studies
- Association of American Law Schools
- Austrian Studies Association
- Bibliographical Society of America
- College Art Association
- College Forum of the National Council of Teachers of English
- Dictionary Society of North America
- Economic History Association
- German Studies Association
- Hispanic Society of America
- History of Science Society
- International Center of Medieval Art
- Latin American Studies Association
- Law and Society Association
- Linguistic Society of America
- Medieval Academy of America
- Metaphysical Society of America

- Middle East Studies Association of North America
- Modern Language Association of America
- National Communication Association
- National Council on Public History
- North American Conference on British Studies
- Oral History Association
- Organization of American Historians
- Renaissance Society of America
- Rhetoric Society of America
- Shakespeare Association of America
- Sixteenth Century Society and Conference
- Society for American Music
- Society for Cinema and Media Studies
- Society for Classical Studies
- Society for Ethnomusicology
- Society for French Historical Studies
- Society for Military History
- Society for Music Theory
- Society for the Advancement of Scandinavian Study
- Society for the History of Authorship, Reading and Publishing
- Society for the History of Technology
- Society of Architectural Historians
- Society of Biblical Literature
- Society of Dance History Scholars
- World History Association

ACLS Affiliates

- Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA)
- Association of American Colleges and Universities
- Association of Art Museum Curators
- Association of College & Research Libraries
- Association of Research Libraries
- Canadian Federation for the Humanities and Social Sciences
- Center for Research Libraries
- Community College Humanities Association
- Consortium of Humanities Centers and Institutes
- Federation of State Humanities Councils
- International Society for Third-Sector Research
- Phi Beta Kappa

3. Please identify all ACLS fellowship programs (if any) to which you have previously applied.


- ACLS Fellowship
- ACLS Collaborative Research Fellowship
- ACLS Digital Extension Grant
- ACLS Digital Innovation Fellowship
- ACLS New Faculty Fellows
- Charles A. Ryskamp Research Fellowship
- Frederick Burkhardt Residential Fellowship
- Getty/ACLS Postdoctoral Fellowships in the History of Art
- Luce/ACLS Dissertation Fellowship in American Art
- Luce/ACLS Fellowships in Religion, Journalism & International Affairs
- Luce/ACLS Program in China Studies
- Mellon/ACLS Community College Faculty Fellowship
- Mellon/ACLS Dissertation Completion Fellowship
- Mellon/ACLS Public Fellows
- Mellon/ACLS Scholars & Society Fellowship
- The Robert H. N. Ho Family Foundation Program in Buddhist Studies
- African Humanities Program
- CCK Comparative Perspectives on Chinese Culture and Society

Save

Save and Continue



Taiwanese Participant

 Taiwanese Participant

Salutation

Select One 

First Name

Middle Name/Initial

Last Name

Suffix

Primary Email Address

(should be valid through May 2020)


Institution:

Academic Rank:

Select One ▼

(Please choose the most appropriate from the list. If you have no academic affiliation, please select "Independent Scholar.")

Discipline:

 Office Information

Office Address

City

State

Select One ▼

(IF NOT U.S.)

Zip/Postal Code

(if using a ZIP-plus-4 code, please include hyphen)

Country

(IF NOT U.S.)

SAMPLE

Telephone

() - , ext.

(IF NOT U.S.)

Fax

() -

Save

Save and Continue

SAMPLE



Proposal Upload

Proposal Upload

To complete your application package, in addition to the application form, you must upload the following items: 1) an application essay, a budget, a bibliography, your CV and a publications list and 2) a participant list of those invited with their CVs). 3) **For conferences only:** an appendix containing abstracts (of approximately 150-200 words) for each paper to be presented at the conference.

The application essay, budget, bibliography, applicant's CV, and publications list must be uploaded as one continuous file. The participant list and participant's CVs (and appendix with abstracts--for conferences ONLY) must be uploaded as a separate document.

1A) APPLICATION ESSAY

The application essay should be a narrative description of the project and its purposes.

The application essay must not exceed 5 double-spaced pages in Times New Roman 11-point font. You may, however, include up to 2 additional pages of images, musical scores, or other similar supporting non-text materials.

1B) BUDGET

A budget for the proposed event, including a statement of any other funds available.

Funds awarded in these competitions **CAN** be used for:

- Covering participants' travel, lodging and meals;
- Expenses for catering, venue rental, and materials for the event are also allowed;
- Funds can also be used to pay a local coordinator;

Funds awarded in these competitions **CANNOT** be used for:

- Direct research expenses, such as those of field work, research materials, or data analysis;
- Salaries or released time for organizers or participants;
- Honoraria or speakers' fees for organizers or participants;
- Purchase of equipment;
- Institutional overhead. (Direct administrative costs, such as office expenses and an honorarium for office assistance, are allowed.)

1C) BIBLIOGRAPHY

A short bibliography of relevant sources.

The bibliography must not exceed 2 pages, and should be double-spaced between entries.

1D) CV AND PUBLICATIONS LIST

A two-page CV of the principal organizer and list of publications resulting from previous research. Applicants who have previously conducted research supported by ACLS grants should report all publications resulting from that research.

The publications list should be no more than 2 pages, double-spaced between entries.

2) PARTICIPANT LIST

A list of those invited with their CVs (**2 pages maximum per CV**). This list should clearly differentiate between those who have agreed to participate in the event and those whose participation is not confirmed. This list should also specify paper writers and discussants. Participation of scholars from academic institutions in Taiwan is expected. Participation of scholars from outside the China field is strongly encouraged. The participant list must be uploaded as a separate document.

3) FOR CONFERENCES ONLY

An appendix containing abstracts (of approximately 150-200 words) for each paper to be presented at the conference.

In order to be reviewed, documents must adhere to the specified page limits and formatting.

4) DOCUMENT SPECIFICATIONS:

- Items **1a**, **1b**, **1c**, and **1d** must be uploaded as one continuous document. Item **2** (and item **3** for Conferences ONLY) should be uploaded as a separate document.

- Margins must be at least one inch on all sides.
- Use Times New Roman 11-point font for all uploaded documents.
- There is a 3 MB limit on the size of your upload. This means that the combined size of the two files uploaded, including any graphics or supplementary materials, cannot exceed 3 MB.
- Your application will be converted to Portable Document Format (.pdf). Keep formatting simple to avoid problems in the converted document.
- If your proposal includes foreign characters, please view it after uploading to be sure these characters convert properly. If not, you may have to convert your document to .pdf and upload again to resolve formatting problems.
- Use the header/footer function to number pages. (Do not type the numbers directly into each page of your document text.) You may number pages consecutively throughout the entire document, or you may number the different sections separately. (Page numbers are most helpful on the proposal, so you may omit them on the other items if you wish.)
- Please adhere to the word-count and page limits listed above. Note: The .pdf conversion process can cause some slight formatting changes. If your converted document exceeds the limit only slightly (but your original document did not), please do not be concerned.
- If you have difficulty with your upload, consult the FAQ/technical support (/programs/faq/default.aspx#tech) before contacting OFA HELP.

5) INSTRUCTIONS FOR UPLOADING YOUR DOCUMENTS:

Your items should be collated in this order—application essay, budget, bibliography, applicant's CV, and publications list—and submitted as one file.

The Participant List and participant's CVs (and Appendix--for conferences only) should be uploaded as a separate document.

Files will be accepted in the following formats **ONLY**:

Microsoft Word (.doc or .docx), Text only (.txt), or Adobe Portable Document Format (.pdf).

Your file MUST include the appropriate extension (e.g., ".doc"); if you are on a Mac, you will need to enter the extension as part of the file name.

The buttons below will allow you to upload your documents. You will be able to browse your computer system to select the file to be uploaded. When you have completed the upload, your file name should appear under "FILE UPLOAD STATUS" below as a blue link. You can confirm that the file has uploaded successfully by clicking on the blue link and viewing your file. Sometimes the process takes a little time: if your file name does not appear as a blue link, refresh the screen using the refresh button in your browser tool bar, or simply leave this screen and come back to it.

As long as your application is still "In Process," you can upload revised versions of your document by simply repeating the upload process and selecting the new/revised version. (This may have the same file name or a new file name.) When you click on "Upload Document" the revised version will be recorded and the old version erased.

After uploading, please check your file to be sure it has uploaded successfully.

Application Essay, Budget, Bibliography, Applicant's CV and Publications List:

Select

FILE UPLOADED

[2110_001.pdf] (/programs/reports/upload/?

t=pro&sid=TtVX0UawaP61EctfTKwujFVVMli4xLd4ZSbPTB69sfjQYkTFImrnNzdk1aqxrt7rTNjSjTV2G:

ON 8/2/2019 12:01:30 PM

Participant List:

And for Conferences ONLY: Appendix with Abstracts

Select

NOT UPLOADED

Upload Files

Continue



Submit

Submit Application

Before submitting your application, make sure you have

- answered all appropriate questions
- completed and **saved** all screens
- uploaded successfully your proposal and accompanying documents

We suggest that you [view and/or print your application](#) one last time before submitting it since **no revisions are allowed after submission**. Your [view/print](#) copy should include your uploaded document. If it does not, click the OFA HELP button above for assistance.

An application that is submitted, but is not complete, will not be considered.
An application that is complete, but is not submitted, will not be considered.

I have completed the application, and would like to **SUBMIT** it for ACLS consideration.