**Mellon Innovating International Research, Teaching and Collaboration (MIIRT)**

**FAQs - GENERAL**

Q. When will the award money be available for the fellowships?
A. Award money will be available by January 1st following the September submission deadline of each funding cycle. For the September 2013 submission deadline, award money will be available by January 1, 2014.

Q. Does this funding cover the support of dependents?
A. No. Funding does not cover support of dependents.

Q. What is the earliest date the awards can be used? For example, could the grant be used as early as the spring 2014 semester?
A. The Mellon grants can be used any time after January 1, 2014.

Q. If I receive a Short Term Faculty Fellowship, Innovative Curriculum Development Fellowship, or Innovative Workshop in International Research, Teaching, and Collaboration grant, how long do I have to use my grant funds?
A. Projects are expected to be completed 12-18 months after start date.

Q. Can faculty and students from IUPUI, IPFW, IU Northwest, IU Southeast, IU East, IU Kokomo, and IU South Bend apply for funding?
A. Mellon Innovating International Research, Teaching and Collaboration is a Bloomington campus grant program open only to IU Bloomington faculty and graduate students.

Q. Since priority is given to people studying critical languages, is English-language research automatically disqualified? If not, do I still need to submit a language competency form?
A. If English is the primary language of research, there is no need for a language form. As long as you propose to do research outside of the United States, you can apply, even if preference is given to scholars working in other languages.

Q. How should citations be included in the project description, in footnotes or as a bibliography? Should citations be avoided?
A. Citations are fine. They can be done in any form, but the total length of the project description and citations should be within the 4-page limit.

Q. The requirements list a one-page budget justification. Is this the same as the budget I create using the budget builder, or is it a separate document?
A. The budget justification is a separate document listing your expenses and a brief justification for each.

Q. Are purchases such as computers, photography equipment, etc. included in the "general supplies" category?
A. Equipment that costs less than $5000 can be included in general supplies. Equipment that costs $5000 or more must be included in capital equipment. If you do plan to purchase a computer, please justify why you need this computer for this project in your budget justification.
Q. Does the proposal page limit (4 pages) include a bibliography?
A. A bibliography is not required, but if you choose to submit one, it must be included in the 4-page limit.

Q. How should letters of support be addressed? How should letters of support be submitted?
A. Address letters of support to: “Mellon Innovating International Research, Teaching and Collaboration Review Committee”. Send the letters by email to miirt@indiana.edu.

Q. What is the page limit for a “brief letter of support”?
A. Two pages are sufficient for a brief letter of support.

Q. I understand that if I receive an award I will be expected to participate in the Annual Workshop held in September. What if I am away conducting research abroad when the workshop takes place?
A. You will be expected to attend the Annual Workshop closest to the date of the completion of the project or work you are conducting under the fellowship.

FAQs - FACULTY

Q. Are faculty on 12-month appointments eligible to apply for MIIRT grants?
A. Yes, faculty on 12-month appointments may apply for MIIRT Curriculum Development and Workshop fellowships. However faculty on 12-month appointments cannot request stipend for a period when they are already being paid by IU. In other words, a twelve-month appointee cannot collect additional salary during a time that they are already being paid. They can, however, construct a budget that includes expenses other than stipend. Alternatively, they can take a leave from the University for two months, for example, during which they would be paid by the grant.

Q. Since the MIIRT Innovative Curriculum Development Fellowship is to be awarded to a collaborative team of P1’s, and graduate students may be included, can the collaboration be between one faculty member and graduate students, or must the collaboration include a second faculty member?
A. There needs to be a second faculty member in the mix because we intend that both faculty members would be involved in teaching in different departments or different schools.

Q. Do MIIRT grants have to be collaborative? If so, how should the funds be divided?
A. Mellon Innovative Curriculum Development Fellowships do have to be collaborative. The other three grants (Mellon Short Term Faculty Fellowship, Mellon Graduate Dissertation Fellowship, and Mellon Innovative Workshop in International Research, Teaching, and Collaboration) do not have to be collaborative. In the case of two faculty, the $20,000 award would be split equally. There may also be a graduate student assistant or other expenses, which could be part of the $20,000 budget total.

Q. Does the Mellon fellowship require me to spend the fellowship funds on future expenses or can I use the fellowship as a reimbursement for a trip taken earlier this year?
A. The funding must be used for expenses incurred after December 2013. It cannot be used to reimburse expenses incurred before the beginning of the grant period.

Q. Is it possible to break up the 8 weeks of the research abroad?
A. The 8 weeks of research abroad do not have to be contiguous but in your proposal you must provide an explanation for why you are not conducting research abroad for 8 contiguous weeks.

Q. If my stipend is used as a summer fellowship and I conduct research abroad during that time period can my project completion date be 6 months beyond the date I started the summer fellowship research?
A. Yes. Your project completion date can be 12-18 months from the start date of your award.

Q. Can workshop expenses be used to pay honoraria for external guests?
A. Yes, but you will need to consult with your financial offer regarding the rules for paying honorariums (taxes may be deducted from the honorarium at source).

Q. I am a senior lecturer with a 9-credit course load. Can I apply for the Curriculum Development Fellowship if my collaborator is a tenure-track faculty appointment?
A. The tenure-track faculty member should apply for the award and name you as a collaborator.

Q. Can my colleague at another institution with whom I am collaborating on the project write a support letter for me or is it better for another colleague to write the support letter?
A. It would be better to have a support letter from a colleague who can provide an appraisal from the perspective of a peer rather than a collaborator.

Q. I am a tenured librarian who teaches but I do not have a credit load, OR I am a non-tenure track senior lecturer with a credit load. Am I eligible to be a collaborator on or apply for the curriculum development fellowship?
A. You are eligible to collaborate with a tenure-track/tenured faculty member who has a credit load. The tenure-track/tenured faculty member with the credit load must apply for the award and indicate that you are the collaborator.

Q. I am a tenure track faculty on a 10 month appointment and I already have summer fellowship funding. May I use the $10,000 stipend from the short-term faculty fellowship award to pay a Research Assistant during the 8 weeks of research abroad?
A. If you are already receiving summer funding then you may use the $10,000 stipend for other expenses related to your research including paying a research assistant provided that research assistant is assisting you in your research site abroad.

Q. May I use up to $1,500 hospitality for the Curriculum Development Fellowship?
A. Hospitality is only available for the MIIRT Workshops.

Q. For the Curriculum Development award can a graduate student teach the course within 8 semesters following the completion date of the project or do faculty need to teach the course?
A. Faculty who received the award should teach the course the first time it is taught. Graduate students may teach it thereafter.

FAQs - GRADUATE STUDENTS
Q. Regarding Mellon Graduate Dissertation Fellowships: The instructions state "Priority will be given to students working in critical and less commonly taught languages (LCTLs), and in less commonly studied countries, and regions." Are students working in more common languages and countries (such as Spanish and Mexico) eligible to apply?
A. Yes, these students are eligible. The statement only indicates that priority will be given to students working in critical and less commonly taught languages (LCTLs), and in less commonly studied countries, and regions.

Q. Can international students apply, for example, to return to their home country for PhD research?
A. Yes, international students are eligible to apply.

Q. Does the candidacy requirement mean that one must have achieved candidacy at the time of application, or, does it mean that one must achieve candidacy before undertaking the fellowship, but not at application?
A. One must have achieved candidacy at the time of beginning the grant, not at the time of application.

Q. Is the Mellon Graduate Dissertation Fellowship only for people who have not yet begun international dissertation research and have never been awarded other funding, or are those who have ongoing projects also eligible?
A. If you are working on a dissertation and you have achieved candidacy by the time of assuming the grant, you would be eligible to apply.

Q. What are the citizenship requirements for the Mellon Graduate Dissertation Fellowship?
A. There is no requirement to be a U.S. citizen. A person with any citizenship may apply.

Q. If my research involves multiple countries and multiple languages, should I submit a separate language assessment form for each language?
A. Yes. If each language is important to the research, then you should submit multiple language forms.

Q. Is it acceptable for a language evaluation to be completed by the same person who submits a recommendation letter?
A. The same person can submit a recommendation letter and a language evaluation, assuming that the person is qualified to both evaluate the language and judge the merit of the proposed research.

Q. Can the $10,000 allotted for expenses be used to pay housing costs?
A. Yes. Expenses may include housing costs as well as per diem, visa costs, international and local travel.

Q. Can a faculty member from an institution outside of IU complete my language competency evaluation?
A. Yes, as long as no one from IU can complete the form and as long as the language evaluator is a faculty member of the external institution.

Q. If I will be ABD in September 2014 and the start date of my dissertation research is November 2014 when should I apply for a fellowship – September 2013 or September 2014?
A. You should submit an application by the September 2013 deadline. The start date of a 2013 award should fall between January 1, 2014 and December 31, 2014.
Q. Does the 3 months of research abroad have to be three consecutive months or can the months be broken up during a 12-18 month period?
A. You can break up the 3 months of research during the award period but you will need to explain your rationale for doing so within your project proposal.

Q. What if my research is in English?
A. If your research abroad is conducted in English in your project description you must indicate why there is no relevancy for using the language of the region of your research.

Q. The MIIRT guidelines indicate that I am expected to complete my project within 12-18 months of the project start date. If I am conducting dissertation fieldwork/research does this mean I am expected to complete my dissertation in 12-18 months or that I am expected to complete my dissertation fieldwork/research in 12-18 months?
A. You will be expected to complete your dissertation fieldwork/research in 12-18 months.

Q. If I am doing 10 months of research abroad between May 2014 and February 2015 and I have IU student health insurance from my graduate assistantship for May through August 2014, am I required to purchase IU student health insurance for the months of September 2014 to February 2015?
A. You are required to be covered by an IU approved health insurance plan during the months of the award period. You may use part of the $10,000 stipend to purchase health insurance for those award months not covered by your student health insurance from your graduate assistantship.