



## **Educational Research Grants**

*Advancing German history, scholarship, and culture*

The Westchester Community Foundation's Rudyard and Emanuella Reimss Memorial Fund supports the furtherance of scholarship, research, and general applications of the cultural history of the Germanic people, including, without limitations, the arts, folklore, language, literature, and music. In the coming year, The Foundation plans to make grants to support scholarship and research into the cultural history of the Germanic people consistent with the Reimss Fund's purpose.

### **Doctoral Dissertation Grants**

Grants of up to \$5,000 are available to support dissertation expenses of doctoral students in accredited doctoral programs in New York, Connecticut, and New Jersey. Selected students' studies will have the potential to add significantly to knowledge about the influence of Germanic people through the arts, folklore, language, literature, and music.

### **Who May Apply**

Grants will be made to doctoral degree candidates currently enrolled at an accredited research organization, college, or university. Grants will be provided to the institution to support individual scholars.

### **Project Schedule**

This is a one-year project to commence in October 2022.

### **Review Process**

Proposals will be reviewed by a committee chosen by the Westchester Community Foundation. Applications, once declined, may not be resubmitted for further consideration.

## **Allowable Expenses**

### **Information Collection and Preparation, such as:**

- Tape for and transcription of recorded interviews
- Local travel to interview sites
- Supplies, photocopying, telephone, postage, etc.

### **Preparation of Final Dissertation Copy, such as:**

- Preparation of charts or illustrations
- Typing of text
- Photocopying for committee review

### **Administrative Costs:**

Up to 5% of the funds requested may be charged by the sponsoring institution to administer the grant. (When possible, it is requested that the institution waive this charge.)

### **Expenses NOT allowed**

The following expenses are not allowed: salary, fringe benefits, tuition, or living expenses for the applicant; major travel, hotel costs, or conference attendance; purchase of major equipment; and expenses already incurred.

### **Terms of Award**

The Foundation will require grantees to submit a final report on the research as a whole and to provide a line-item budget that demonstrates how the grant money was spent.

## **Submission Materials**

Proposal narratives should cover at least the following topics:

1. Contact information for student
2. A brief description of the dissertation's topic
3. The compatibility of the proposed work with the areas of funding supported by the Reimss Fund: *To support the furtherance of scholarship, research, and general applications of the cultural history, including, without limitations, the arts, folklore, language, literature, and music, of the Germanic people.*
4. A detailed budget listing the individual items for which funding is requested, the amount requested for each item, and a brief explanation justifying each item
5. Proposed time schedule for completion of dissertation
6. Curriculum vitae of doctoral student

The proposal must be signed by the candidate and by the department chair and/or other appropriate institutional official authorized to request and receive grant funds.

## Submission Directions

Please complete the Proposal Cover Sheet and upload and submit the proposal to The New York Community Trust's Grants Portal by 5:00 p.m. (Eastern) on Friday, July 22, 2022.

1. Merge items 1-6 (listed above) into a single PDF file no more than 25 MB in size, using the following file format: "Applicant Organization Name.pdf."
2. Fill out the Proposal Cover Sheet for the [Reimms Fund Educational Research Grants 2022 RFP](#). (Please make sure the top of the Proposal Cover Sheet says it is for the Reimms Fund Educational Research Grants 2022 RFP.)
  - a. For purposes of the staff and board ethnicity breakdown, you may add just the doctoral student's information if the entire institution's information is unavailable. These fields cannot be left blank.
  - b. If you are applying from an academic institution or research university, your department administrator can provide the EIN, staff composition, and/or other information requested on the Proposal Cover Sheet.
  - c. At least one NTEE code is required (last section of the Proposal Cover Sheet).
3. Because you will need to submit the proposal and the Proposal Cover Sheet together, we recommend making sure that your proposal is ready for submission prior to starting the Proposal Cover Sheet.
4. When you have completed the Proposal Cover Sheet, you should upload a PDF copy of your proposal (including all the materials listed for the narrative). You will know you have done this when it says, "You have successfully uploaded your PDF."
5. Once uploaded, check the certification box at the end of the application page and click submit. You will get an email confirming the proposal has been received. This email will include – as a PDF attachment – the Proposal Cover Sheet you just completed.

Proposals submitted after Friday, July 22, 2022, will not be considered for funding.

Questions about the RFP or the submission process may be emailed to [info@wcf-ny.org](mailto:info@wcf-ny.org).