



Sample Application

What follows is a sample of an application for the African Humanities Program Postdoctoral Fellowship. It is for informational purposes only.

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

African Humanities Program

Welcome to the online application for the African Humanities Program (AHP) - Postdoctoral Fellowships.

The American Council of Learned Societies (ACLS), with financial support from the Carnegie Corporation of New York, administers the African Humanities Program (AHP) to encourage and enable research and writing of the highest quality by African scholars.

GOALS OF THE AFRICAN HUMANITIES PROGRAM

- to encourage and enable the production of new knowledge and new directions for research
- to strengthen the capacity of early career researchers and faculty at African universities
- to advance the humanities by establishing networks for scholarly communication across Africa and with Africanists worldwide

Fellowship stipends allow recipients an academic year free from teaching and other duties for revising the dissertation for publication or for the first major research project after the PhD. Fellows are also eligible for additional benefits such as residential stays for writing, manuscript development workshops, and publication support.

Each Fellow may request a residential stay at an African institute for advanced study. Residencies have proved to be extremely popular and productive, granting Fellows time and space to concentrate on writing. Because a residency must be taken at an institute outside the home country, it fosters international communication. Currently AHP Fellows may take residencies at six institutes from South Africa to Senegal, Ghana to Tanzania and Uganda.

Fellows who have completed their fellowship tenures may apply to attend a Manuscript-Development Workshop to discuss their manuscripts with AHP mentors and other Fellows in a weeklong, intensive retreat. Many authors use these discussions to guide their final revisions before submitting manuscripts for publication.

AHP invites Fellows to submit their manuscripts for consideration for possible publication in the African Humanities Series. The rigorous processes of peer-review and developmental editing applicable to manuscripts submitted to the African Humanities series are overseen

by the Series Editors, Fred Hendricks, Rhodes University, South Africa and Adigun Agbaje, University of Ibadan, Nigeria.

AHP also partners with the African Studies Association (ASA) every year to bring selected AHP Fellows to the ASA Annual Meeting as ASA Presidential Fellows.

Fellow highlights, news, and opportunities for the AHP community are shared on our [Facebook page](#).

APPLICATION INFORMATION

APPLICATION DEADLINE

The application deadline for the 2019–2020 competition is 9PM GMT, November 20, 2019. Late applications will not be accepted.

The required letters of recommendation supporting an application are best submitted by the application deadline (November 20, 2019) and absolutely no later than November 27, 2019.

FELLOWSHIP PERIOD

The fellowship period is 10–12 continuous months commencing July 1, 2020 but no later than January 1, 2021.

FELLOWSHIP AWARDS

The total funding for an Early Career Postdoctoral Fellowship is \$19,000, comprised of a stipend of \$18,000 and a book and media allowance of \$1,000.

The optional Residential Allowance is \$7,000, which will be paid directly to the selected institute for advanced study hosting the AHP fellowship recipient. Residencies are not mandatory. Once the fellowship award has been confirmed, ACLS will send more information directly to the Fellow.

A residency must be undertaken at an AHP-affiliated residential center outside of the country in which the Fellow maintains institutional affiliation. No residential allowance is available for work at the Fellow's home institution or at a residential center in the Fellow's home country.

The residency must last for a continuous period of not less than two uninterrupted months. No departures from the country of residency are permitted during the residency period.

A list of residential sites currently available may be downloaded from the ACLS [website](#) or may be requested from ahp@acsls.org.

ELIGIBILITY CRITERIA

1. Proposed projects must be in the humanities, defined by the study of history, language, and culture, and by qualitative approaches in research. The list of humanities disciplines includes anthropology, archaeology, studies of the fine and performing arts, history, linguistics, literature studies, studies of religion, and philosophy. Projects in social sciences such as economics, sociology, or political science, as well as in law or international relations, are not eligible unless they are clearly humanistic in content and focus—that is, unless they use qualitative methods and approaches, and are informed by the study of history, language, and culture. Not eligible are projects whose purpose is advocacy, the improvement of policy, work for development, or the improvement of professional practice.
2. Applicants must propose a written scholarly product such as a book manuscript.
3. Research and writing under terms of the fellowship award must be undertaken in sub-Saharan Africa. AHP fellowships may not be used for travel outside the continent. Travel outside the continent during the fellowship period is not permitted.
4. Applicants must be nationals of a country in sub-Saharan Africa, residing and working in Ghana, Nigeria, South Africa, Tanzania, or Uganda.
5. At the time of the submission, an applicant must have defended the dissertation and must be no more than eight years past the date of receiving the PhD degree (PhD must be conferred after January 1, 2011).
6. Applicants may propose either a combination of research and writing, or writing only. They must be able to devote full time to the AHP project throughout the fellowship period.

SELECTION CRITERIA

- The intrinsic interest and substantive merit of the work proposed
- The clarity of the intellectual agenda
- The feasibility of the proposed workplan
- The scholar's record of achievement
- The contribution the work is likely to make to scholarship on the continent and worldwide

SELECTION PROCESS

Applications are evaluated by an international committee of distinguished scholars in the humanities.

Applicants nominated for fellowships by the committee will be notified in writing by May 2020 and will be required to accept the terms and conditions of the fellowship within two weeks of notification.

Additional documentation from nominees will be required for confirmation of eligibility. Once these eligibility documents are received and verified, a list of Fellows will be announced on the ACLS website.

Only applicants who submit a complete application dossier may request reviewers' comments.

APPLICATION ELEMENTS

An incomplete application will not be considered. The application consists of the following elements, all of which should be submitted via the online portal.

I. Applicant Information

II. Professional History: education, research, teaching, and service (as applicable)

III. Documents: to be uploaded to the portal:

- List of Applicant's Publications [Maximum one page, 11 pt. type, double spaced between entries]
- Intellectual Autobiography [Maximum one page, single spaced, 11 pt. type] A description of the applicant's academic career that details the ideas and experiences that have shaped and motivated the applicant's intellectual work and future plans. The autobiography should conclude with a separate paragraph answering the question: "What do I see myself doing five years from now?"
- Application Essay [Maximum two pages, single spaced, 11 pt. type]

Main Thesis: The main argument or problem guiding the proposed research and writing.

Body: The research problem in more detail with a justification of the research focus and approach. What is already known about the problem and what more needs to be known?

Literature and sources: The proposed topic placed in the context of existing literature and potential new sources. What will be the criteria for determining which sources are relevant? How will the project extend, modify, or challenge existing scholarship?

Methods: A detailed description of the methods to be used. How will they be deployed to address the main thesis or argument of the project?

Significance: An explanation of the importance of the proposed work to central issues in the discipline, to the African humanities, and to humanities scholarship in general.

Workplan: The concluding section of the essay, specifying a plan of work with a timeline for the research and/or writing during the fellowship period. How much has the applicant already accomplished on the project and how much remains to be done? What steps are anticipated during the fellowship period? What is the expected result? The workplan must specify the desired start and end dates for the fellowship period, ensuring that work falls within the period of the fellowship and lasts no less than 10 consecutive months.

The essay may include up to 2 additional pages of images, musical scores, or other similar supporting nontextual materials [Optional]

- Project Bibliography and Sources [Maximum one page, 11 pt. type, double spaced between entries]

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 the basic eligibility questions, please read all instructions, including those in the REFERENCE LETTERS and DOCUMENTS UPLOAD sections, before beginning to fill out the application form. Completed applications must be submitted online no later than 9 PM GMT, November 20, 2019. Notifications will be sent by May 2020.

The application consists of the following elements:

- Completed application form submitted through the Online Fellowship Application system
- Uploaded Documents
 - List of Applicant's Publications [Maximum one page, 11 pt. type, double spaced between entries]
 - Intellectual Autobiography [Maximum one page, single spaced, 11 pt. type]
 - Application Essay [Maximum two pages, single spaced, 11 pt. type]
 - Project Bibliography and Sources [Maximum one page, 11 pt. type, double spaced between entries]
- Two Letters of Reference

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 GMT, November 20, 2019. You must complete the REFERENCE LETTERS section by this time; your referees will have until November 27, 2019, to submit their letters.

This application consists of three parts: the application form itself, the uploaded documents (see DOCUMENTS UPLOAD), and reference letters (see REFERENCE LETTERS).

BEFORE BEGINNING to complete the application form, please read the Instructions regarding the PROPOSAL UPLOAD and the REFERENCE LETTERS, 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 buttons at the top of the page to navigate between different sections of the application.
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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 documents.
5. Your application status bar must show SUBMITTED at 9 PM GMT, November 20, 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 documents. You can print your application until January 15, 2020.

B. How to enter data

1. You may begin completing the application at any section.
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C. How to get help

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Good luck with your application!

CONTINUE



ELIGIBILITY CHECK

[Home](#)

[Account
Information](#)

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1. Are you a citizen of a sub-Saharan African Country and do you reside in one of the participating countries? (Ghana, Nigeria, South Africa, Tanzania and Uganda) [If applicable, do you have the required permit to reside/study/ work in one of the participating countries?]

Yes No

2. Do you currently maintain affiliation at an institution in Ghana, Nigeria, South Africa, Tanzania, or Uganda, and will you continue to do so for the duration of the proposed AHP fellowship period?

Yes No

3. Do you propose to stay on the African continent for the duration of the proposed AHP fellowship period?

Yes No

4. Does your proposed workplan span at least ten consecutive months between July 1, 2020 and December 31, 2021?

Yes No

5. Will you have your Ph.D. degree officially conferred by November 20, 2019?

Yes No

6. Was your Ph.D. degree conferred after January 1, 2011?

Yes No

7. Do you propose a written scholarly work (such as a book or series of articles) as the product of your fellowship?

Yes No

CONTINUE



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

[CONTINUE](#)

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Good luck with your application!

CONTINUE

APPLICANT INFORMATION

Applicant's Surname:

Doe

Applicant's Given Name and Other Names:

Jane

Applicant's Title:

Date of Birth

Gender

Citizenship:

Select One ▼

Country of Residence:

Select One ▼

Email:

internationalprograms1919@gmail.com

Alternative Email: (if any)

Telephone: (include international dialing code)

Mobile: (include international dialing code)

Name of Ph.D.-Granting Institution:

(if your institution is not listed below please type in the name)

Type a few characters to search for institu

Current Employment

Position:

Institution Name:

(if your institution is not listed below please type in the name)

Type a few characters to search for institu

Department:

Home Address

Address:

City:

State/Province:

Postal Code:

Country:

Office Address

Address:

City:

State/Province:

Postal Code:

Country:

Preferred Address

Which is your preferred mailing address?

SAVE

SAVE AND CONTINUE

PROFESSIONAL HISTORY

Title of Dissertation:

Date *(Please give the date the Ph.D. was officially granted by the University):*

MM/YYY

Higher Education

Name of Institution:

Location:

Country

Field of Study:

Dates of Enrollment:

Type of Degree:

Year Conferred:

YYYY

ADD MORE

List research projects you have undertaken

Leave blank any of the following items that do not apply to you.

Date:

Title of Project:

Project Objective:

(i.e., report, article, paper, book, etc.)

Funder:

ADD MORE

Teaching Experience

Institution:

Years at Institution:

Course Titles:

Average # of Courses per Semester:

Institution:

Years at Institution:

Course Titles:

Average # of Courses per Semester:

REMOVE

ADD MORE

Academic Service

List administrative positions, committee memberships, and substantive editing of publications.

Years in Position:

Academic Service:

Years in Position:

Academic Service:

Years in Position:

Academic Service:

REMOVE

ADD MORE

Non-academic Positions

List any positions or consultancies in government, NGOs, or the private sector.

Years in Position:

Non-academic Position:

Years in Position:

Non-academic Position:

Years in Position:

Non-academic Position:

REMOVE

ADD MORE

Experience outside the country of residence (give dates):

Include study, research, teaching, consulting, and employment.

Years in Position:

Experience Outside Country of Residence:

Years in Position:

Experience Outside Country of Residence:

Years in Position:

Experience Outside Country of Residence:

REMOVE

ADD MORE

SAVE

SAVE AND CONTINUE

PROJECT

Applicant's Major Discipline:

Ancillary Discipline: (if any)

Descriptive Project Title: (up to 15 words)

Abstract: (Please provide a summary of your proposal, 150 words or fewer, in the space provided.)

Where do you plan to conduct the project for which you are applying?

What are the start and end dates of your proposed 10 to 12 month AHP fellowship period?

Start Date (MM/DD/YYYY):

End Date (MM/DD/YYYY):

How did you learn about this competition?

- From a colleague or advisor at my institution
- From a colleague or advisor at a different institution
- I attended an AHP meeting (If so, please note which one below)
- From a colleague or advisor who attended an AHP meeting (If so, please note which one below)
- From a group email or listserv (If so, please note which ones below)
- From a notice on a website or the AHP Facebook page (If so, please note which ones below)

From an internet search

Other (please describe below)

SAVE

SAVE AND CONTINUE

SAMPLE

DOCUMENTS UPLOAD

List of Applicant's Publications

Publications listed should be identified by title (with descriptive title in parenthesis, if available), journal or publisher, date, and number of pages.

One-page maximum, 11 point type. Please double space between entries.

NOT UPLOADED

Intellectual Autobiography

A description of your academic career, detailing the ideas and experiences that have shaped and motivated your intellectual work and your plans for the future. In a separate paragraph, please answer the question, "What do I see myself doing five years from now?"

One-page maximum, single-spaced, 11 point type

NOT UPLOADED

Application Essay

Please write an essay describing your project in detail. Further suggestions are provided in the *Instructions* section.

Maximum two pages, single-spaced, 11 point type

NOT UPLOADED

Project Bibliography and Sources

Provide a list of the most significant primary and secondary sources, along with any other source materials (artifacts, interviews, etc.), which apply to the proposed project.

One-page maximum, 11 point type. Please double space between entries.

NOT UPLOADED

REFERENCES

PLEASE NOTE: You MUST ENTER THE NAMES OF YOUR REFEREES on this page BEFORE they can log in to use the online references system. Please do not ask them to access the system until you have done this. Once you have entered the information and clicked the "send email" button, an email will be automatically generated with appropriate instructions to the referee.

Two letters of reference are required. We suggest that you secure as referees scholars competent to judge both the present research proposal and your past scholarship; ideally, you should select referees who are not affiliated with your own institution.

Letters of reference must be submitted online. It is your responsibility to convey information about your proposal to your referees. After your referees have agreed to write on your behalf:

- Tell your referees to expect an email from ACLS.
- Make absolutely certain you have the correct email address for each referee.
- Enter each referee's name and email address by clicking on the "Add Referee" link at the bottom of this page. Please capitalize the name properly.
- Once you have entered the information and clicked the "send email" button, an email will be automatically generated with appropriate instructions to the referee (you will not receive a copy of this email).
- It is not necessary to enter both referees at the same time. You can return to this screen at any time to enter referees.
- Your referees will not receive an email to begin this process until you have entered the information and clicked the "send email" button.

No more than two letters of reference will be accepted.

- Enter only two referees. It is possible to enter additional referees, but you should do this only if you learn that a referee is unable to complete the promised letter.
- The first two letters submitted will be the letters on file in support of your application. Once two letters have been submitted, another referee attempting to submit a letter for you will be prevented from doing so. Be careful not to put anyone in this situation.

If you learn that your referee did not receive an email with instructions, check the email address and then enter the information again using the "Add Referee" link below to have the

email sent again. (You will not be able to enter the information again, however, if the referee has begun your letter.)

For your information, the online reference process requests referees to comment on the applicant as a scholar and professional and on the specific proposal to ACLS. Referees are asked to evaluate the scholar's ability to conduct and complete the project proposed, as well as the importance of this project within the general and specific field(s) to which it relates.

Letters of reference are due by November 27, 2019. It is your responsibility to check online to see whether letters have been submitted. The system will continue to accept letters after the deadline and will add them to your application at the earliest possible time, though we cannot guarantee that they will accompany your application through our entire review process.

No recommenders entered. Click the "Add Recommender" button to request a letter.

ADD REFEREE

CONTINUE

SAMPLE

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 documents. If it does not, click the HELP link above for assistance.

*Please note that, by the application deadline, you must complete the REFERENCES section in addition to submitting your application.

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.

SUBMIT APPLICATION