

Example of successful Travel Assistance Program grant application

NOTE:

The application format has changed. This example can provide general guidance in preparing your proposal. Grant applications are now submitted electronically through the Humanities Council website at www.wvhumanities.org



Mail application to: WVHC 1310 Kanawha Blvd., East, Charleston, WV 25301
 Phone: 304-346-8500 <http://www.wvhumanities.org>

For Council Use Only	
Project No.	<u>7157</u>
Type of Grant	<u>TAP</u>
Date	<u>2-6-15</u>
Received	<u>2-6-15</u>
Date Notified	<u>3-2-15</u>
Amount Funded	<u>\$ 500</u>

TRAVEL ASSISTANCE PROGRAM GRANT APPLICATION

1. PERSONAL INFORMATION

Name	David B. Gordon ²⁸⁴⁹⁷
Organization	Shepherd University ²⁴⁷⁶⁰
Address	301 N. King St.; Shepherdstown, WV 25443-5000
Phone	(304) 876-5277
Email Address	dgordon@shepherd.edu

Applicant's Signature David B. Gordon Date JANUARY 14, 2015

2. CONFERENCE INFORMATION

Title	International Forum on Asian History and Asian Studies	
Location	Athens, Greece	
Dates of Conference	June 29-July 2, 2015	
Humanities Discipline	History	
Are you giving a lecture or presenting a paper?	Presenting a paper	
Other		

3. FUNDS REQUESTED IN THIS APPLICATION (Whole dollars only)

Conference Registration Cost	\$ <u>480.00</u>
Travel \$	<u>20.00</u>
Other \$	<u> </u>
Total (\$500 maximum)	\$ <u>500.00</u>

4. EXPLAIN BRIEFLY WHY YOU WISH TO ATTEND THIS CONFERENCE AND WHAT BENEFITS WILL BE DERIVED

At the conference listed under #2 above I will present research that I conducted during my Fall 2014 sabbatical. This research pertains to two Asian diplomats, one Chinese and one Japanese, who provided visas to large numbers of European Jewish refugees escaping Nazism at the end of the 1930s. The presentation at, and my overall participation in, the conference will facilitate contacts with foreign scholars and prepare me for an open-to-the-public Faculty Research Forum presentation that I will give on the topic at Shepherd University during the Fall 2015 semester.

January 14, 2015

West Virginia Humanities Council
1310 Kanawha Blvd., East
Charleston, WV 25301

To the Program Committee of the West Virginia Humanities Council,

I am writing you to apply for a **\$500.00 Travel Assistance Program grant** associated with conference travel which I will undertake in June and July, 2015. I am a full professor at Shepherd University in the field of Asian History, with a specialty in early to mid-twentieth century Japan. This past fall, the Professional Development Committee at Shepherd granted me a sabbatical which I utilized for specialized research. In particular, I collected materials pertaining to two Asian diplomats stationed in Europe who provided visas to large numbers of Jewish refugees in 1938 and 1940, respectively. This coming June, I will travel to Athens, Greece to present my conclusions on this topic at the International Forum on Asian History and Asian Studies, sponsored by the Athens Institute for Education and Research (ATINER).

The title of the presentation, which has been accepted by ATINER, is "A Tale of Two Diplomats: Sugihara Chiune (1900-1986), He Fengshan (1901-1997), and the European Jewish Flight from Nazism." In Fall 2015, I will lecture on the same topic at Shepherd University's Faculty Research Forum, which gives faculty the opportunity to present recent research in a manner accessible to peers, university students, and members of the general public (indeed, sessions of the Forum are typically advertised to the local Shepherdstown community). I have contacted Professor Jacob Stump, who serves as the organizer for the Forum, and he has agreed to have me speak at one of its sessions this fall. My summer presentation in Athens thus serves as preparation for the presentation I will subsequently make at the Faculty Research Forum. At the Athens presentation, I will find out what sorts of questions I may expect and which aspects of my exposition are clearest and most interesting--and for that matter, least clear and/or least interesting--to an audience unfamiliar with the topic.

Parenthetically, I wish to note that I am also writing an essay on the topic of the two diplomats for the Fall 2015 issue of *Education About Asia*, an academically vetted journal for middle school, high school, and college educators seeking to enhance the Asia content of their Asian and world studies courses. In sum, this year I will present

versions of my humanities topic to three distinct audiences: scholars in Athens, the general public in Shepherdstown, and motivated educators nationwide who peruse *Education About Asia*.

Regarding financial coverage for the Athens conference, at Shepherd University each faculty member is eligible to receive and utilize \$775.00 annually for travel and/or research needs. In addition, last fall I applied for a mini-grant of \$500.00 from the university's Professional Development Committee and was awarded this amount. I thus have nearly \$1300.00 at my disposal—\$1300.00 being the cost of a single round-trip air ticket to and from Athens. However, I will incur other expenses, such as the conference registration fee, lodging, and dining. The basic registration package costs 400 euros, which at \$1.20 per euro equates to \$480.00. With \$20.00 added to complete the coverage for the air ticket, the total amount needed comes to \$500.00. Once the air ticket and registration fee are taken care of, I could proceed to seek coverage elsewhere --or, as necessary, utilize out-of-pocket funds--for the costs of lodging and dining during the conference.

I would greatly appreciate any assistance you can provide toward reducing the costs of the international conference in preparation for my subsequent presentation at Shepherd University. I am happy to send you my Curriculum Vitae or any other useful documentation on request. Thank you very much for your consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "David B. Gordon". The signature is written in a cursive style with a large initial "D".

David B. Gordon
Professor of History
Shepherd University