The Nanovic Institute for European Studies

Faculty Discussion Group Grant

Purpose: The Faculty Discussion Group Grant supports cross-departmental discussions of research projects and issues relevant to contemporary Europe. Such groups are intended to further the Nanovic Institute’s mission of building a culture of European studies at Notre Dame and providing an interdisciplinary home for faculty in European studies.

Deadline(s): None. Applications will be accepted at any time during the academic year until the total funds are allocated.

Maximum Award: $750 to cover meals, the purchase of books or materials, or other related expenses. Discussion groups may then apply for a maximum of $2000 per semester for bringing in scholarly participants, preferably from abroad. These awards may be renewable for an unlimited number of academic years.

Number of Awards: Multiple. Grants will be awarded based on merit until allocated funds for the fiscal year have been exhausted.

Eligibility: Applicants must be full-time members of the University of Notre Dame faculty and fellows of the Nanovic Institute for European Studies, although the group may include Notre Dame faculty members who are not fellows or faculty members from other institutions.

Application Guidelines: All parts of the application should be typewritten or computer-printed.

A complete application must include the following:

- The applicant’s current contact information (including a mailing address).
- The preliminary members of the proposed group.
- The topic of the discussion group and a brief description of the format of the meetings.
- A budget statement in U.S. dollars of the anticipated expenses for the group.

Complete applications may be submitted by email to the assistant director at nanovic@nd.edu, or delivered in person or mailed to Faculty Discussion Group Grants, c/o The Nanovic Institute for European Studies, 211 Brownson Hall, Notre Dame IN 46556.

Complete applications will be considered by the director and assistant director, and decisions will be announced in writing within three weeks of submission. Please note that application materials will not be returned.

The Nanovic Institute will offer logistical support, as needed, for the scheduling of meetings, ordering of food, and distribution of materials.

Requirements of the Grant: The Nanovic Institute requests recognition as a sponsor or co-sponsor of the group in any publicity about the discussion group. At the conclusion of each academic year, grant recipients must provide the Nanovic Institute with a brief letter about the value of the group’s discussions and, if feasible, at least one digital photograph related to the group. The letter and any photographs must be emailed to the Nanovic Institute within two weeks or a reasonable time after the completion of the academic year. Unless permission is expressly denied, the Nanovic Institute may share quotes from the letter and any photographs with its supporters.
**Terms & Conditions:** Once awarded, the funding must be used to conduct the discussion group as proposed in the application (to the best of the recipient's ability). Funded initiatives must be completed by the beginning of the next academic year, although renewal of the grant may be sought for an unlimited number of years.

Combined funding from this grant and other sources may not exceed the discussion group's total budget, and recipients must promptly inform the Nanovic Institute of additional funding received at any point from application submission through completion of the initiative. Recipients must return any transferred, unspent funds if they cancel or disband the discussion group. Any excess funds should also be returned to the Institute.

**Questions?** For further information about the Faculty Discussion Group Grant, please contact the Research Development Coordinator at the Nanovic Institute by emailing mcaro@nd.edu.