



Digital
Humanities
Research
Institute

Application Preparation Sheet

Applications 2021–22

This is the application for the Digital Humanities Research Institute (DHRI), an 8-day intensive, virtual workshop that prepares community builders in the digital humanities and adjacent fields to organize and run their own bootcamp-style training course in digital methods. DHRI is organized and hosted by the CUNY Graduate Center's Digital Initiatives.

The Digital Humanities Research Institute will take place from July 6-15, 2021 through a combination of in-person and self-directed Zoom meetings, web tutorials, and Slack discussions. Participants are expected to commit to the full experience—to attend all of the virtual workshops, seminars, and events during this time. Accepted participants will receive a stipend of \$1,800 upon completion of the program.

By applying to participate in DHRI, participants also commit to running a similar digital humanities workshop at their local institution or organization during the 2021-2022 academic year.*

Participants will receive remote support from the DHRI staff during this time and will be asked to submit a short white paper describing their process, challenges, and successes. In support of DHRI's culture of open access and collaborative curricula development, participants will be asked to fork, revise, and share any changes or adaptations made to the core curriculum. Local workshops may not be run for profit.

Accepted participants will experience the DHRI Curriculum first-hand, and learn technical and project management skills that they will take back to their own communities. They will also receive instruction in running their own local digital methods intensive, including training on logistics, pedagogy, participant management, evaluating outcomes, and fostering effective collaborations.

By submitting an application to DHRI, participants acknowledge and accept the above expectations. More information about our evaluation criteria can be found at: <https://dhinstitutes.org>.

There are four total sections in this application. You will know that your application has been successfully submitted once you have received a confirmation message that reads: "Thank you for your application to the Digital Humanities Research Institute."

A NOTE ON ELIGIBILITY: We are unable to accept applications from individuals outside of the United States and U.S. territories at this time. In order to be accepted into this year's program, you must be able to receive compensation for services rendered in the U.S. To receive the designated stipend, we are required to provide the CUNY Research Foundation with (1) a U.S. social security number or an Individual Taxpayer ID (ITIN), and (2) a routing number and an account number to a U.S. bank. If you are unable to provide this information, we are not able to accept you into the program.

* An applicant's relationship with a local institution or organization does not need to be based on employment status. In other words, applicants may agree to run DHRI workshops for regional DH groups, public libraries, historical societies, or scholarly societies. What we do require is a letter of agreement from the group the applicant proposes to run a DHRI for, which acknowledges the relationship and the group's willingness to publicize and run the workshop. Letters can be signed by a member of a steering committee, organizer, or person with a decision-making role (who is not the same as the applicant). Please include an email address and phone number so that we may contact the sponsoring organization. For those applicants who intend to run a DHRI at their place of employment, please include a letter from your direct supervisor stating their agreement and support of your efforts.

The application form can be found at bit.ly/apply-to-dhri-2021
For more information about the program, see dhinstitutes.org/apply or email info@dhinstitutes.org

Information about applicants (both persons need to provide the following information)

- First name
- Last name
- Preferred name
- Preferred phone number
- Mailing address
- Are you able to receive funding for services in the U.S.?

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- Demographic Information (optional)
 - How do you identify?
 - Which pronoun(s) do you use?
 - Which categories describe you?

Personal statement

In this section, you will upload your personal statement (no more than 500 words) that should address/detail:

- Your current job title, professional role, or the nature of your relationship with the institution(s) where you intend to run your local DHRI;
- Your current professional role, especially relating to community building, pedagogy, mentoring, research, technical support, or administration. If you don't have such a current role, describe the role you would like to grow into using the skills learned at DHRI;
- Your research interests, job requirements, and/or professional responsibilities, and how/if they are connected to the field of digital humanities;
- How your participation in DHRI will benefit your personal research and professional goals.

Plan for Collaboration

In this section, you will upload a collaboration proposal/plan (no more than 750 words, approximately 3 double-spaced pages) for how you as co-applicants will work together to learn during the week long summer institute and then collaborate to lead a local Digital Humanities Research Institute of your own locally.

Your plan should describe the need and/or interest at your institution(s) or organization(s) for digital humanities skill development through a local version of the DHRI, the approximate timing of your institute, a possible format (whether it would be hybrid, in person, or remote), and the opportunities and challenges to digital humanities community building that your community faces. Why would participation in the 2021 DHRI be helpful to you both in building a local DH community of practice?

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Letter of Support

In the section, you will upload your letter of support/agreement from the group you propose to run a DHRI for, which acknowledges the relationship and the group's willingness to publicize and run the workshop. Letters can be signed by a member of a steering committee, organizer, or person with a decision-making role (who is not the same as the applicant). Please include an email address and phone number so that we may contact the sponsoring organization. In the case where two applicants are from different organizations, only one letter is required.

For those applicants who intend to run a DHRI at their place of employment, please include a letter from your direct supervisor stating their agreement and support of your efforts.

An applicant's relationship with a local institution or organization does not need to be based on employment status. In other words, applicants may agree to run DHRI workshops for regional DH groups, public libraries, historical societies, or scholarly societies.

You will be asked "Do you have a letter ready at the time of application?" as letters can be submitted until 5pm (ET) on May 28. If you do not have a letter of support/agreement ready at the time of the application, check "Yes" here and send the letter by email to info@dhinstitutes.org by the deadline. Failure to send the letter will result in a forfeiting of your application.

Attendance

- Can both of you commit to attending all days of DHRI in July 2021? If not, please fill out any possible conflicts.

How did you hear about the Digital Humanities Research Institute?

- We ask that you fill out how you heard about the DHRI application for our own information.