**FDC Book Manuscript Workshop Application Template**

Instructions: Please insert your own text between the [brackets]. When complete, please save the entire document as one PDF file before submission.

[Your Name] – [Your Department/Program]

**Title of Manuscript:** [Insert your title here]

**Length of Manuscript:** [Insert here]

**Name of the publisher if a book proposal has been submitted and/or accepted:**

[

Insert here]

**Your statement affirming the manuscript is complete**

[Insert your text here.]

**Abstract of the proposal:**

[In 100 words or less, please summarize the contents of your proposal (not your project).]

**NARRATIVE**

No more than two pages (single-spaced) in language that is accessible to non-specialist colleagues, using the following subheadings

**The** **ideas, problems, works or questions the book examines:**

[Insert your text here. Use non-specialist language.]

**Table of Contents of the Book:**

[Insert your text here.]

**The names of the proposed scholars for the workshop and their institutional affiliation.**

[Insert your text here.]

**Significance of the project to the applicant’s scholarly field and research/artistic program:**

[Insert your text here. Please explain why this project is relevant or important to your discipline. Use non-specialist language.]

**Relationship of the project to my ongoing development as a scholar:**

[Insert your text here. Please explain how this project builds on your previous work or takes you in new directions.]

**Previous awards from FDC:**

[Insert your text here. A statement indicating the date and amount of award(s) from the Faculty Development Committee received over the past six years. *A brief summary of the results of work supported by such prior funding is a prerequisite for additional funding.* Any relationship between previously funded projects and the current one must be described.]

*Example: For 2015-2016, I received a $4000 FDC research grant to travel to Rome to study historical pasta ingredients, shapes, and boiling times. RESULT: I have written an 8000-word article, which is currently under review at the food studies journal, Gastronomica.*

*[End of project narrative. This section should be no longer than 2 single-spaced pages with 1.25-inch margins.]*

**Budget:**

You may submit a budget one of two ways:

* Using [THIS linked excel template](https://www.bowdoin.edu/academic-affairs/pdf/travel%20budget.xlsx): when you enter amounts into the highlighted cells, the totals will automatically populate.
* Please insert the type of expense, amount and rationale into the table below. Please round off figures to the nearest $10 when submitting your budget.

|  |  |  |
| --- | --- | --- |
| Type of Expense | Amount | Rationale |
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TOTAL=

[Or if you prefer to use a narrative form: Insert text here discussing overall amount requested. If more detail is required, please submit a supplementary budget form.]

[CUT AND PASTE YOUR CV HERE]

[CUT AND PASTE ADDITIONAL MATERIAL: LETTER FROM THE PRESS OR INVOICE FOR SERVICES OR CHARGES HERE]