

**CLIR/Library of Congress Mellon Dissertation Fellowship  
APPLICATION COVER SHEET**

Ms.     Mr.

First name:  Last name:

Graduate school in which now enrolled:

Degree sought:

Department and field:

Dissertation title:

Dissertation advisor:

E-mail:

Address:

Pre-dissertation requirements, date completed or expected to complete:

course requirements: \_\_\_\_\_

foreign language requirements: \_\_\_\_\_

qualifying or comprehensive exams: \_\_\_\_\_

official approval of dissertation proposal: \_\_\_\_\_

Please indicate how much time and fellowship support you will need:

• number of months of fellowship support requested: \_\_\_\_\_

• proposed starting month for research and fellowship support: \_\_\_\_\_

• date by which you expect to complete your dissertation: \_\_\_\_\_

Names, positions, institutions, and e-mails of two persons whom you have asked to write reference letters for CLIR:

1.

2.

Other grants or fellowships you have received for dissertation research or for which you are applying:

Statement of any difficulty you foresee in meeting the fellowship requirements to provide a report on the research experience to CLIR and to attend a workshop on primary source research following the fellowship period:

**Confirmation of Eligibility**

Please confirm your eligibility to apply for this fellowship by answering the following three questions:

**I am currently enrolled in a U.S. graduate school.**

Yes       No

- *An applicant may be of any nationality but must be enrolled in a U.S. graduate school and be studying here, not on a campus abroad even if operated by a U.S. institution.*
- *If you are not currently enrolled in U.S. institution, and/or you will not be enrolled for the entire proposed duration of the fellowship, you are not eligible to apply.*

**I have received official approval of my dissertation proposal.**

Yes       No

- *All applicants must receive formal approval of their dissertation proposals prior to applying for this fellowship.*
- *Applicants must complete all other doctoral requirements (except the dissertation) prior to the proposed start date for their fellowship.*

**I intend to conduct research full-time, on site at the Library of Congress for the entire proposed period of fellowship tenure.**

Yes       No

- *Only those who will be conducting research during the entire fellowship period are eligible to apply for this fellowship.*
- *Awards will not be granted to applicants who request support for intermittent research trips combined with the writing of their dissertations.*

## Additional Materials

The following documents must be included with your application. You may combine this cover sheet with the other documents into one comprehensive PDF document, or you may submit them as individual PDF documents; however, all materials (with the exception of reference letters) must be sent in one e-mail message to [mellon@clir.org](mailto:mellon@clir.org) by the application deadline.

### 1. Research Proposal

Provide a description of your dissertation and your proposed research plan. Your essay should address the following questions:

- Explain how you propose to use new technologies, sophisticated analysis and/or restoration methods to reveal content and properties of original sources to elicit new interpretations of those materials. How will your dissertation project benefit from the opportunity to interrogate primary sources in this fashion?
- To what degree, if any, will your research use newly available or little studied sources? Make interdisciplinary use of sources? Use these sources in innovative, creative ways?
- How will your proposed dissertation advance scholarship in your field?

*Document guidelines for the Research Proposal:*

- *Maximum 5 pages, in Adobe Portable Document Format (PDF)*
- *Text must be in Times New Roman font, 12pt size*
- *The document must be double-spaced*
- *Minimum margins are 1 inch*
- *Applicants are not expected to include bibliographies. You may include footnotes, endnotes, tables, images, etc. at your discretion, but may not exceed the 5 page limit. (Footnotes and endnotes may be single-spaced, and should be in a font no smaller than 10pt size.)*

### 2. Qualifications

Please describe your qualifications to do the proposed research. Do not include a C.V. The document should speak directly to your abilities as they relate to this research proposal, including:

- post-secondary education—institutions, degrees and dates, major and minor fields;
- your level of competency in languages needed for your proposed research, if applicable;
- previous experience in research in primary source materials;
- other relevant achievements and qualifications (e.g., academic honors and awards, previous fellowships, publications, teaching experience, special skills needed for the proposed dissertation).

*Document guidelines for the Qualifications essay:*

- *Maximum 1 page, in Adobe Portable Document Format (PDF)*
- *Text must be in Times New Roman font, 12pt size*
- *The document must be double-spaced*
- *Minimum margins are 1 inch*

### 3. Graduate transcripts

Include a copy of a transcript, mark sheet, or final grades sheet from each institution where you have undertaken graduate coursework. Transcripts must be submitted in Adobe Portable Document Format (PDF).

- CLIR accepts either official or unofficial copies of transcripts.

- A scanned copy of an official transcript may show a watermark reading “COPY” (or some similar comment) across the face. This is common and is not a reason for concern; CLIR accepts transcripts with this watermark.
- If you have undertaken graduate study at a non-U.S. institution and do not have a transcript but instead were issued a record of study or an official degree verification, you may supply this document in lieu of a transcript.
- If your transcript is not in English, the uploaded transcript should be accompanied by a certified English translation as part of the same document. The translation should be literal and complete.

#### **4. Reference letters**

Two reference letters must be received before an application can be considered complete:

1. One of the letters should be from your dissertation advisor.
2. CLIR also recommends that applicants, where feasible, seek a letter from a scholar from an outside department who can provide additional support to the fellow regarding either the subject matter or the proposed material analysis. For example, an applicant pursuing a Ph.D. in Art History who intends to study the DNA composition of a manuscript to ascertain information about its provenance may wish to obtain a letter from a chemist or biologist addressing the viability of the proposed project. Ideally, this scholar would further indicate a willingness to work with the applicant, and the Library of Congress mentor, throughout the proposed fellowship term.

Letters may be included with the application or can be sent by the reference provider directly to CLIR, by e-mail to [mellon@clir.org](mailto:mellon@clir.org). Any letters sent to CLIR by the reference provider will be held confidential, and will not be shared with the applicant.