

SCHOLARLY INTERSECTIONS PROGRAM 2023-2024

The goal of the CLA Scholarly Intersections (SI) Program is to facilitate events and presenters that enhance the intellectual life of the College and to provide opportunities for scholarly exchange across departments and disciplinary boundaries. SI events, therefore, must be co-organized by faculty from at least two CLA departments and may include collaborations with faculty from other campus entities, centers, and colleges.

Proposals are also welcomed that highlight the significance of a Liberal Arts education outside the academy and in academic and professional pursuits not traditionally associated with the Liberal Arts. The possible scope and nature of such events is very wide, and could include, for example, alumni or other presenters/participants from the community or highlight interdisciplinary themes across colleges.

Projects may include invited presenters, book circles, themed workshops/mixers, exhibits/screenings, discussions, etc. Events that take place on campus are especially encouraged to facilitate interdisciplinary engagement and interaction, but alternate locations may be proposed with justification.

Proposals will be evaluated according to their intellectual merit, feasibility, clarity and coherence, evidence of interdisciplinary interest and interdepartmental support, and potential for creating scholarly community within the college. If all funds are not disbursed, an additional call will be made.

Proposals should include a brief project summary (700 words maximum) and an itemized budget (see budget guidance below). The proposal should identify:

- Title
- Names and departments of sponsoring faculty
- Intellectual focus and interest of the project
- Its interdisciplinary nature
- Target audience/participants (but please note that your event must be open to anyone in the college who wishes to attend)
- Anticipated outcomes with respect to creating scholarly community and, if applicable, highlighting the significance of the liberal arts
- Evidence of commitment from invited presenters and other sources of funding where applicable
- Plans for documenting the event (e.g., a quality photo(s) and a narrative suitable for posting on departmental/college websites; an audio/video recording, etc.)

Budget

A separate budget must be included, identifying budget categories for which SI funding is requested as well as those to be funded by any other sources. *See the sample budget template at the end of this document.* The maximum funding per request is \$1000. Requests for smaller amounts are encouraged; requests for larger amounts may be made on an exceptional basis with clear justification. The following amounts should be used as guidelines for the maximum SI portion of the following budget categories (additional spending may come from other sources):

- Honoraria are limited to no more than \$500 per person and no more than \$1000 per event. Presenters affiliated with CSULB cannot receive an honorarium; presenters affiliated with other CSU campuses can only receive an honorarium if their university permits it and completes the required administrative paperwork. This is a case-by-case basis and should be verified with the Dean's office prior to submitting the Scholarly Intersections application.
- Hospitality up to \$100: Hospitality includes food provided for the event and/or a meal with the presenter prior to/following the event.
- Travel expenses for the presenter: Travel expenses include lodging limited to local hotels (\$180/night), meals (up to \$55/day; itemized receipts required), and transportation. Travel expenses are distinct from hospitality.

- Other: Books, materials, etc.

Please note: Funds may NOT be requested for advertising. Any changes or adjustments to an accepted budget category must be reapproved by the committee.

Example Budget Template:

Example Budget Categories	# of Units	Unit Cost	Total Cost	Source of funds (SI, department, grants) and \$ amount requested from SI
Honorarium (max \$500/presenter, up to \$1000 in total honoraria)			\$	
Accommodations (max \$180/night in a local hotel)			\$	
Transportation (\$0.655/mile, flight, taxi, etc.)			\$	
Per Diem (max \$55/day per presenter; itemized receipts required)			\$	
Hospitality/Refreshments (max \$100)			\$	
Materials (e.g. books)			\$	
Total Event Budget \$ _____ (Amount requested from Scholarly Intersections \$ _____) <i>(Max of \$1,000 can be requested from Scholarly Intersections)</i>				

DEADLINE

For events in September thru October, the deadline is **August 22, 2023**. For events from November 2023 thru May 2024, the deadline is **September 25, 2023**. Each individual proposal should be submitted as a single PDF or Word file to <https://forms.office.com/r/UiuJtv24YZ> by the end of the day.

PARTICIPATION

- Individual faculty members will be limited to participation in two proposals.
- Departments can co-sponsor (financially or otherwise) any number of proposals.
- New/junior faculty and first-time organizers are encouraged to apply, and the review committee is encouraged to give them special consideration.
- Applicants must indicate if they have been funded in the past and provide details of that funding (event title and year).

NOTIFICATIONS

Notifications will be sent to the primary applicant two weeks following the application deadline.

SELECTION COMMITTEE MEMBERSHIP

- 4 faculty members (who do not need to be on the Faculty Council) + one member of Executive committee.
- 2-year term.
- Elected by Faculty Council.
- No more than 2 members from a single department.