



THE INSTITUTE OF TURKISH STUDIES

2016-2017 ACADEMIC YEAR GRANT PROGRAM

SUBVENTIONS FOR PUBLICATIONS

The Institute of Turkish Studies (ITS) is a non-profit, private educational institution devoted solely to the advancement of training, research, and teaching in the field of Ottoman and modern Turkish Studies. ITS was established in 1983 and is currently located at the School of Foreign Service of Georgetown University in Washington, DC. The Institute is governed by a twelve-member Board of Governors whose members include prominent US scholars in Ottoman and modern Turkish Studies, and others with a demonstrated interest in Turkey.

ELIGIBILITY:

These grants are intended towards the publication costs of journals in the field of Turkish Studies published in the United States; of manuscripts already accepted for publication; and, of texts, documents and translations of works directly related to Turkish Studies.

TENURE AND TERMS OF GRANTS:

For journals, funding must be requested for the year in which the issue(s) will actually appear in print, and must be used in the year the grant is given.

Subventions for books and journals will be disbursed only upon publication of the work and receipt of 25 copies of the work by ITS. The maximum award is 25% of the publication costs.

REVIEW PROCESS:

All grant applications are reviewed by expert panels drawn from the Institute's Associates who are prominent scholars working in the field of Turkish Studies. The Institute's Board of Governors makes the final decisions on awards upon the recommendations of the academic expert panelists. Decisions regarding the outcome of applications is intended to be announced by **May 20, 2016**. ITS cannot provide reviewers' comments or any other information about proposals which do not receive funding.

APPLICATION FORMAT AND PROCEDURES:

A complete application must include the following:

1. The Grant Application Cover Sheet (below), to be completed in full.
2. Information from the publisher regarding:
 - a) expected printing costs.
 - b) the amount requested from ITS.
 - c) the number of copies to be printed.
 - d) the expected price of the book.
 - e) the planned production run.
3. Additional supporting documents are required:

For journals:

Circulation figures for the most recent issue/year, subscription figures (paid institutional and individual), and the table of contents of the issue/year for which subvention is requested.

For books:

- a) Books to be published by university presses
Additional supporting documents required: A reader's report and a **PDF** copy of the manuscript emailed to itsdirector@turkishstudies.org.
- b) Books to be published by non-university presses

Additional supporting documents required: letters from two scholars who have read the manuscript.

4. An updated and current curriculum vitae of applicant/author.

PLEASE TAKE CAREFUL NOTE OF APPLICATION PROCEDURES:

All applications **MUST BE RECEIVED** as a single, complete package by **5pm** Eastern Standard Time on **March 31, 2016**. Application packages **must** be sent via **United Parcel Service (UPS)** secure courier to:

Dr. Sinan Ciddi
Institute of Turkish Studies
Intercultural Center 305R
Georgetown University, 37th & O Street
WASHINGTON DC, DC 20057-1033
United States

Incomplete and/or late applications **WILL NOT** be considered.

The Institute of Turkish Studies

Application Cover Sheet for Publication Grants for the 2016-2017 Academic Year

PLEASE TYPE

1. Name (Last) (First) (Middle)

2. Date of Birth:

3. Social Security Number:

4. Current Mailing Address:

5. Office Tel:

Fax:

E-mail:

Home Tel:

Fax:

E-mail:

6. Publisher's Name & Address:

7. Contact Person for the Publisher:

8. Period for which grant is desired:

Duration:

Beginning:

Ending:

9. Amount requested from ITS: \$

10. Are you applying elsewhere for financial aid? If so, you are required to identify all funding resources to which you applied and all funding received.

11. If you have received ITS grant(s) in the past, please indicate category, year and amount.

12. Are you a US citizen or permanent resident? [] Yes [] No

13. Sign or Print:

Date: