ELSON FAMILY ARTS INITIATIVE FUND TO SUPPORT
THE INTEGRATION OF ARTS INTO THE CURRICULUM

APPLICATION GUIDELINES

The Elson Family Arts Initiative fund supports undergraduate education in the arts and
humanities and the integration of the arts into the curriculum within the Faculty of Arts and
Sciences. Course proposals may (but need not) involve collaborations across departments
and divisions of the FAS.

Applications for courses in Academic Year 2022-23 (fall and spring semesters) are due
Friday, March 25, 2022. The Selection Committee will meet within two weeks of the
deadline and awards will be announced shortly thereafter. The maximum amount to be
awarded is $5,000 per proposal, but proposals that are more modest in nature are strongly
encouraged. The Committee will only consider proposals that have a curricular connection
and that show the prudent use of funds.

The Elson fund is intended to introduce art-making activities into parts of the curriculum
where art-making has not traditionally been inserted. Artist instructors, however, may apply
for Elson funds to support innovative projects that could not be pursued without additional
funding.

Applicants who are re-applying for previously funded courses are encouraged to reflect on
past experience and to refine the art-making component in future iterations of the course.
Examples of previous awards include a human rights workshop where students produce a
reflective piece of art on their chosen theme, a course about early manuscripts where students
gain hands-on experience in the art of calligraphy, and a course exploring East Asian cinema
with students making their own short narrative films.

Please note the following points related to COVID-19:

- When preparing proposals for activities taking place in the fall, please keep in mind
  University policies related to in-person gatherings:
  https://www.ehs.harvard.edu/covid-19-resources/secure/activity-workplace-
  planning.
- Please follow the University's current travel guidance:
  https://www.harvard.edu/coronavirus/travel-guidance/

Funding is limited, and proposals that request less than the maximum grant available ($5,000)
are strongly encouraged. Course planning should not be initiated until funding has been
officially received. Please note that upon completion of the course unused funds will be
returned to the Committee. If there is a question about timing for the return of funds, please
have your financial administrator contact our office.

Proposals must include:
- A 1-2 page account of the event with the following information:
  o Goals of the proposal
  o A one-sentence summary of the art integration component of the proposal
  o A description of how the new art-making activity will be evaluated in the course
- Course name and term.
- A detailed budget, indicating how the funds will be allocated, as well as what other
  sources have or will be applied to, and in what amount. Budget items might include
supplies, support for an artist to help students with the art-making component, etc. **No funding will be granted for receptions or other food-related expense.**

Please note that only in rare cases, when there is a demonstrated need that supports the art-making goals for the course, will funding be allocated for tickets to attend a show or performance.

Proposals should be submitted as an electronic attachment to [arts-hum@fas.harvard.edu](mailto:arts-hum@fas.harvard.edu) Attn: Maysoon Hamdiyyah; Subject: Elson Fund Proposal.