

Application Packet:

**AMERICAN CITIES AND PUBLIC SPACES**  
A Research Institute for community college faculty  
sponsored by the Community College Humanities Association  
in collaboration with the Library of Congress.  
Funded by the National Endowment for the Humanities.

**Application deadline: February 15, 2005.**

Institute Administration

George L. Scheper, Project Director  
Humanities, Community College of Baltimore County, Essex

Prosser Gifford: Liaison  
Director of Scholarly Programs, Library of Congress

David A. Berry, Project Manager:  
Executive Director, Community College Humanities Association

September 2004

Dear Colleague,

Thank you for your interest in our “American Cities and Public Spaces” Institute. This letter from George Scheper, the project director, describes the general scope and structure of the Institute, and appended to it you will find an application packet, consisting of a document titled “Application Information and Instructions” and an Application Cover Sheet.

We are tremendously excited by this opportunity to nourish the connection between teaching and scholarship for community college faculty. As community college faculty, we all too seldom experience the encouragement or the means to pursue sustained individual discipline-based research. This collaboration between the Community College Humanities Association (CCHA) and the Library of Congress, supported by funding from the National Endowment for the Humanities, will enable twelve nationally selected community college faculty members to undertake individual research projects at the Library of Congress within the general topic area of “American Cities and Public Spaces.” Selected fellows will for four extended periods of residency at the Library of Congress over a thirteen-month period, to participate in seminars with visiting scholars prominent in the field, to undertake their individual library research, and to share in the collegiality of the project. Staff from the Office of Scholarly Programs of the Library of Congress will work with participants to facilitate their research, and each fellow will have individual Library of Congress privileges as a visiting scholar for the duration of the project.

#### Stipend and Commitment

In return for full participation in all sessions of the Institute, each participant will receive lodging for thirty-six nights in Washington, D.C. at the Capitol Hill Suites Hotel adjacent to the Library of Congress; reimbursement for travel expenses to and from Washington, D.C. for the four periods of residency, up to but not exceeding \$1,200; and a cash stipend of \$500 upon successful completion of the project.

We’ve structured this Institute to facilitate sustained research throughout the thirteen-month duration of the project. Institute fellows will be in residence in Washington for two extended periods in the summer of 2005 (June 5 through June 18, and August 7 through August 13), a weekend in the Fall of 2005 (October 13 through October 15), a week in January 2006 (January 15 through January 21), and a final period of residency in June 2006 (June 1 through June 10). Fellows must commit themselves to full-time participation during these periods of residency at the Library of Congress, according to the following summary schedule:

Sunday, June 5 - Saturday, June 18, 2005  
Sunday, August 7 - Saturday, August 13, 2005  
Thursday, October 13 – Saturday, October 15, 2005  
Sunday, January 15 - Saturday, January 21, 2006  
Thursday, June 1 - Saturday, June 10, 2006

Because the Institute schedule represents a substantial commitment of an instructor’s time, CCHA will ask that each application include a letter from an academic officer at the applicant’s home institution, demonstrating institutional enthusiastic support for the applicant’s participation in all scheduled sessions of the Institute.

Each fellow will arrange individual transportation to Washington, D.C., with the assistance of the CCHA national office, if desired, to ensure attendance for all scheduled sessions. Institute packets will contain information and suggestions on Washington restaurants, museums and local transportation.

#### Institute Topic

The urban condition is one of the great lenses for interpreting human experience, and in this moment of crisis, never has reflection on the meaning and importance of cities seemed more crucial. The American city has served as a prime vehicle for economic, social, political, philosophical and cultural theory, and as a vast arena of scholarship in the humanities. Through residency and seminars

at the Library of Congress, participants will have the opportunity to conduct research on issues of overwhelming historical importance and current topicality, and with broad application in the classroom and potential for personally enriching intellectual work.

Through residency at the Library of Congress, the Institute will offer participants the opportunity to pursue their own research interests in an unparalleled setting, with the stimulation of periodic seminars conducted by eminent scholars in the field presenting case studies and theoretical issues in current research on American cities and urbanism. The schedule of visiting scholars is as follows:

- June 7 & 8, 2005: Thomas Bender (New York University):  
New York City as paradigmatic case study of metropolitanism
- June 14 & 15, 2005: Clement Price (Rutgers University):  
Newark as contemporary case study in social and cultural history
- August 9, 2005: C. Ford Peatross (Library of Congress):  
Washington, D.C.: evolution and design
- October 14 & 15, 2005: Christine Boyer (Princeton University):  
Cities and cultural memory
- January 20 & 21, 2006: Witold Rybczynski (University of Pennsylvania):  
Failures and successes of urban planning

Participants will undertake interdisciplinary projects using the collections of the Library of Congress under the guidance of the Library's Office of Scholarly Programs. The Library's collections comprise the world's most comprehensive record of human creativity and knowledge and access to such a vast resource will be provided by the dedicated and knowledgeable staff who oversee the collections' development, maintenance and use. The Library can supply participating scholars with materials needed to explore the varieties of urban experiences in virtually any culture and period in history, through a rich variety of documentary sources. For example, the Library contains the world's largest collection of the laws of this and other countries relating to urban regulations about settlement, development, hygiene, transportation, and other municipal infrastructures. It houses a number of special film and photographic collections which depict urban life and spaces at various periods and places. The collections are particularly strong in Americana, but exceptional textual and visual collections relating to urban spaces around the world are also available for comparative purposes.

Paradoxically, as we know, urbanization can occur simultaneously with the abandonment of "cities" in their traditional cultural sense as centers of economic and political power, social status, and cultural vitality. Yet cities, as Mumford classically suggested, are the irreplaceable cultural centers of civilizations, the sites of what Christine Boyer has called "collective memory." Great public spaces, such as the Mall in Washington, D.C. or Central Park in New York City, have historically become zones for contested and negotiated use: in terms of polarities of openness and restrictedness, sacredness and secularity, centrality and marginality, hierarchy and egalitarianism, freedom and control. New scholarship has increasingly moved away from conceptions of cities as assemblages of physical structures and built environments to more subtle and problematical notions of cities as simultaneously "assemblages of *sights*" and "*sites* of memory," as nodes of meaning, and as sources of social identity and cultural specificity. Cities can be seen as negotiated social spaces, as cultural texts, and even as virtual spaces.

### Eligibility and Selection

Applications are welcome from all currently employed full-time humanities faculty at community colleges, and from regular part-time faculty who have had at least three years continuous employment at the same institution. Participation is limited to faculty teaching in community colleges in the United States. Eligible are faculty from the disciplines of literature, history, philosophy, foreign languages, humanities, religion, anthropology and sociology, political science, urban studies, art and architecture, speech and theater, music and dance. Individuals with an established research interest in the topic and those wishing to develop or expand existing research interests in new or interdisciplinary directions are welcome to apply.

Participants will be selected on the basis of their statement of purpose and explanation of an individual research project, and their potential contributions to the Institute and to furthering scholarship, curriculum development and teaching on the topic of American cities and public spaces. Programs funded by the National Endowment for the Humanities do not discriminate on the basis of race, color, national origin, sex, disability, or age.

#### Application procedure

The Institute is intended to function as a stimulus to individual research and publication, and as a seed-bed for course and curriculum development. In your application essay, you should identify an area or topic of personal research interest that you intend to pursue during the course of the Institute. During the Institute, professional staff of the Library of Congress will facilitate use of the Library's collections. During the final week of the project, in June 2006, Institute fellows will present the results of their research at a series of roundtables and, in consultation with Institute staff and visiting scholars Christine Boyer and Clement Price, will work toward the production of publishable scholarly papers.

Because the aim of this Institute is to encourage scholarly work by community college faculty, you should note that the most important part of your application is the essay setting forth your research interests, putting them in the context of your graduate work, your teaching, and your ongoing professional development. This essay should include any personal and academic information relevant to your proposed individual project, and should make a case for your anticipated successful completion of a publishable scholarly paper that falls within the general rubric of "American Cities and Public Spaces."

Please follow the guidelines in the enclosed "Application Information and Instructions" document, and remember that your application in hard copy must be received on or before February 15, 2005, and should be sent to our project manager, at the following address:

David A. Berry, Project Manager, "Cities"  
Community College Humanities Association  
Essex County College  
303 University Avenue  
Newark, NJ 07102-1798

We wish you all the best and look forward to receiving your application. If you have additional questions after receiving this packet, please contact David Berry, at [berry@essex.edu](mailto:berry@essex.edu) or call (973) 877-3577, or contact the project director at the address below.

Sincerely,

Dr. George L. Scheper, Library of Congress Project Director  
Humanities & Arts  
Community College of Baltimore County, Essex  
7201 Rossville Blvd.  
Baltimore County, MD 21237

email: shepbklyn@aol.com  
fax: (410) 523-1341  
tel: (410) 780-6539

**NEH INSTITUTES FOR  
COLLEGE & UNIVERSITY TEACHERS**

**APPLICATION INFORMATION AND INSTRUCTIONS  
for the Research Institute  
“American Cities and Public Spaces”  
sponsored by the Community College Humanities Association**

Institutes for College and University Teachers are offered by the National Endowment for the Humanities to provide college faculty members and independent scholars with an opportunity to enrich and revitalize their understanding of significant humanities ideas, texts, and topics. These study and research opportunities are especially designed for this program and are not intended to duplicate courses normally offered by graduate programs, nor will graduate credit be given for them. Prior to completing an application, please review the enclosed letter from the project director and consider carefully what is expected in terms of residence and attendance, reading and writing requirements, and general participation in the work of the project.

**ELIGIBILITY**

This project is designed specifically for community college faculty. Applications are welcome from all currently employed full-time humanities faculty at community colleges, and from regular part-time faculty who have had at least three years continuous employment at the same institution. Participation is limited to faculty teaching in community colleges in the United States. Applicants must be United States citizens, residents of U.S. jurisdictions, or foreign nationals who have been residing in the United States or its territories for at least the three years immediately preceding the application deadline.

Applicants must complete the attached Application Cover Sheet and provide all the information requested below to be considered eligible. Candidates for degrees are generally not eligible; applicants must have completed professional training by the application deadline.

**SELECTION CRITERIA**

A selection committee reads and evaluates all properly completed applications in order to select the most promising applicants and to identify a small number of alternates. Selection committees are charged to give first consideration to applicants who have not participated in an NEH-supported seminar or institute in the last three years.

The most important consideration in the selection of participants for this Institute is the likelihood that the applicant will successfully complete the proposed publishable project and otherwise benefit professionally. This is determined by committee members from the conjunction of several factors, each of which should be addressed in the application essay. These factors include:

1. the feasibility of the proposed research project, and likelihood of its successful completion and eventuating in a publishable scholarly paper;
2. quality and commitment as a teacher, scholar, and interpreter of the humanities;
3. intellectual interests, both generally and as they relate to the work of the institute and to the proposed research project;
4. special perspectives, skills, or experiences that would contribute to the institute and to the proposed research project;
5. commitment to participate fully in the formal and informal collegial life of the institute.

When choices must be made among equally qualified candidates, several additional factors are considered: Preference is given to applicants who have not previously participated in an NEH seminar or institute, or who would significantly contribute to the diversity of the seminar or institute.

### **STIPEND, TENURE, AND CONDITIONS OF AWARD**

In return for full participation in all sessions of the Institute, each participant will receive lodging for thirty-six nights in Washington, D.C. at the Capitol Hill Suites Hotel adjacent to the Library of Congress; reimbursement for travel expenses to and from Washington, D.C. for the four periods of residency, up to but not exceeding \$1,200; and a cash stipend of \$500 upon successful completion of the project.

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Thursday, June 1 - Saturday, June 10, 2006

Seminar and institute participants are required to attend all meetings and to engage fully in the work of the project. Participants who, for any reason, do not complete the full tenure of the project must refund a pro-rata portion of the stipend, or stipend installment payments will be adjusted to reflect non-performance of responsibilities.

At the end of the project's residential period, participants will be asked to submit evaluations in which they review their work during the project and assess its value to their personal and professional development. Special forms for this report will be distributed by the project director. Completed forms should be returned directly to CCHA. They will become part of the project's grant file and may become part of an application to repeat the seminar or institute.

## **APPLICATION INSTRUCTIONS**

These application instructions accompany a “Dear Colleague” letter from the project director that contains detailed information about the topic under study; project requirements and expectations of the participants; the academic and institutional setting; and provisions for travel, lodging, subsistence, and Institute activities.

All application materials for the “American Cities and Public Spaces” Institute should be sent to David A. Berry, the project manager, as explained in the accompanying letter from the project director. Do not send application materials and reference letters to the National Endowment for the Humanities.

## **CHECKLIST OF APPLICATION MATERIALS**

The following items constitute a completed application to the “American Cities and Public Spaces” Institute:

- three copies of the completed Application Cover Sheet,
- three copies of a detailed resumé,
- three copies of an application essay as outlined below, and
- two letters of recommendation, including one from an academic officer at the applicant’s home institution (to be sent separately).

### **The Application Essay**

The application essay should be no more than four double-spaced pages. This essay should include any relevant personal and academic information. It should address reasons for applying; the applicant's interest, both academic and personal, in the subject to be studied; qualifications and experiences that equip the applicant to do the work of the research institute and to make a contribution to a learning; a statement of what the applicant wants to accomplish by participating; and the relation of the project to the applicant's professional responsibilities. Specifically, the application essay for the “American Cities and Public Spaces” Institute should outline the proposed research project, its feasibility, and the likelihood of its completion and eventuating in a publishable scholarly paper.

## **REFERENCE LETTERS**

The two referees should be chosen carefully. They should be familiar with the applicant's professional accomplishments or promise, interests, and ability to contribute to and benefit from participation in the seminar or institute. They should specifically address these issues in their recommendations.

For this Institute, one letter should be from an academic officer at the applicant’s home institution, demonstrating institutional support, and ensuring the applicant’s freedom to participate in all scheduled sessions of the Institute. The other letter should be from a colleague who knows the applicant's teaching and scholarship. If an applicant has previously participated in an NEH seminar or institute, a recommendation from the director or lead scholar of that program would be useful.

Referees should be provided with copies of the director's description of the seminar or institute and the applicant's essay. It is the applicant's responsibility to ask the referees to send their letters directly to the project manager (as indicated below) and

to make certain that their letters are mailed to arrive on or before the February 15, 2005 deadline.

#### **SUBMISSION OF APPLICATIONS AND NOTIFICATION PROCEDURE**

Completed applications for the "American Cities and Public Spaces" Institute should be submitted to the project manager to the address listed below, and must arrive on or before February 15, 2005:

David A. Berry, Project Manager  
Community College Humanities Association  
c/o Essex County College  
303 University Avenue  
Newark, NJ 07102-1798

Successful applicants will be notified of their selection by March 15, 2005, and they will have until March 30 to accept or decline the offer. Applicants who will not be home during the notification period are advised to provide an address and telephone number where they can be reached. No information on the status of applications will be available prior to the official notification period.

#### **EQUAL OPPORTUNITY STATEMENT**

Endowment programs do not discriminate on the basis of race, color, national origin, sex, disability, or age. For further information, write to the Equal Opportunity Officer, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, DC 20506. TDD: 202/606-8282 (this is a special telephone device for the deaf).

## American Cities and Public Spaces

A Research Institute for community college faculty, sponsored by the Community College Humanities Association, in collaboration with the Library of Congress and funded by the National Endowment for the Humanities

### Participant Application Cover Sheet

If this Application Cover Sheet is reproduced by computer, the *information must appear with the headings listed in the order printed here*. Do not exceed the space allotted on this page. Incomplete or illegible applications may be deemed ineligible.

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Name:

Home Address:

Work Address:

department,  
institution,  
street address,  
city/state/ZIP

e-mail:

Institution Type:      Public\_\_\_\_\_ Private\_\_\_\_\_

Your employment:      Full-time\_\_\_Part-time\_\_\_\_\_

How many years have you been teaching?\_\_\_\_\_ How many years at this institution?\_\_\_\_\_

Number of students taught this year:

Courses taught this year:

Citizenship (if not U.S., specify country, month and year U.S. residence began):

Telephones, home and work (include at least one where a message can be left and indicate which):

List Dates and Titles of NEH Seminars and Institutes you have participated in:

How did you learn about this seminar or institute?

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(printed name)

(signature)

(date)