

THE UNIVERSITY OF CHICAGO
Division of the Social Sciences
*Janco Travel Grant Application Form
for the 2009-2010 Academic Year*

Name:

UCID:

Department/committee:

Specialization:

Date admitted to candidacy:

Expected quarter of Ph.D. graduation:

Title of dissertation:

Committee (indicate chair*):

** See instructions in announcement regarding the letter of recommendation.*

Name of recommender:

Except for brief vacation-type trips, if you have been abroad before, please name each country, the period of stay, and the purpose of your visit. If you have already done research in the country for which you are now applying, please give a detailed explanation of what was accomplished on your previous trip(s) and why a return trip is essential.

If a language form is required, list the individual completing it for you:

(Note: It's preferred that this report be completed by a University of Chicago faculty member who teaches the language. If this is not possible, this report may be completed by a faculty member at another institution of higher education. If more than one language will be used in the country(ies) you will be visiting, and/or if you need more than one language for your research, please provide a language report form for each language. You may photocopy the enclosed language report form.)

Please attach a C.V.

On a separate attachment, please provide a brief summary of your research objectives for this trip. If this is part of a larger proposal, include a short explanation of the reasons this trip is an important segment. Include the reasons for doing this work away from campus. Please use non-technical language that will be understandable to someone who is not in your field. If your proposal includes interviews, please provide confirmation that these people will be available to you. If you plan to use privately held materials, you should show verification that you will be given access to them. Please attach copies of pertinent correspondence.

If you are traveling abroad and assistance has been offered in the host country (or countries), provide the names and affiliations with indication of the assistance to be provided. If research by foreigners is restricted in the country you plan to visit, you must show that you have been given the necessary permission or that you will not encounter difficulties in obtaining this approval and the appropriate visa.

Do NOT include a bibliography.

THIS PROPOSAL MAY NOT EXCEED TWO PAGES.

I understand that this grant cannot be used for a pre-dissertation research trip. My travel will be for the completion of my dissertation research. The information I have provided in this application is true and complete to the best of my knowledge. If I receive Janco Grant, I hereby agree that, within one month of my return, I will submit to the Dean of Students a report describing the research accomplished under the grant, and I will provide the requested receipts.

Signature

Date

PROPOSED BUDGET

Please provide a tentative schedule and itinerary. List each city or place you plan to visit, the dates in each city or place, and the means of transportation for travel between locations.

	TENTATIVE SCHEDULE AND ITINERARY		
Departure Date	Destination	Means of Travel	Lowest Fare Available

(please attach an additional sheet if needed to complete the itinerary)

Anticipated Expenses

If you will be in several countries or several parts of one country, please specify and list the maintenance rate and duration for each location. Add an additional page, if needed.

Maintenance: \$	per month for	months	\$
Maintenance: \$	per month for	months	\$
Maintenance: \$	per month for	months	\$
Maintenance: \$	per month for	months	\$

Project Expenses:

Please itemize anticipated expenses. Add an additional page, if needed. *(Note that this grant does not provide for interpreters, shipping expenses, gifts, or purchases of "permanent" equipment such as a camera, unless this equipment is returned to the University upon completion of this trip.)*

\$
\$
\$
\$
\$

TOTAL EXPENSES: \$

List funds that will be available for the proposed research period, i.e. personal savings, stipend support, and loans; include other grants only if award has been confirmed. Please total the amount of money available to you in each category (loans, personal savings, stipends, and grants). If you have received another grant for your research, please specify which expenses will be covered by that grant and which expenses will be included in this grant request. Please itemize in detail and add another sheet, if necessary.

SAVINGS:	\$
LOANS:	\$
STIPEND:	\$
GRANTS:	\$
OTHER:	\$
TOTAL RESOURCES:	\$

Other university and non-university fellowship applications for 2009-2010 academic year and amounts:

Applied for:

\$
\$
\$
\$
\$

Awarded:

\$
\$
\$
\$
\$

Signature

Date

**THE UNIVERSITY OF CHICAGO JANCO FELLOWSHIP
LANGUAGE REPORT FORM**

Name of Applicant:
Field of Study: Country:
Language Report Requested from:
Language Being Evaluated:

INSTRUCTIONS FOR APPLICANT

Enter the information requested above and on the next page. Take this form to a University of Chicago faculty member who will prepare the language report.

TO BE COMPLETED BY A FACULTY MEMBER WHO TEACHES THIS LANGUAGE

Please read the information provided by the applicant on the reverse side; then evaluate the applicant's ability in the language(s) indicated above according to the following proficiency code:

- No practical, usable proficiency.....1
- Able to read simple prose with difficulty, follow simple conversation,
use the language to get around, but not as a means of exchanging ideas.....2
- Able to read non-technical materials and technical writing on one's field
to understand ordinary native speech, to carry on an exchange of ideas
haltingly.....3
- Fluency, accuracy and range adequate for all normal professional and social
situations.....4
- Fluency, accuracy and range of an educated native user of the language.....5

1. Give specific information in each of the following categories on the applicant's present language ability in relation to his or her project, by marking the appropriate numerical value that reflects the proficiency code above.

	1	2	3	4	5
a. Understanding	_____	_____	_____	_____	_____
b. Speaking	_____	_____	_____	_____	_____
c. Reading	_____	_____	_____	_____	_____
d. Writing	_____	_____	_____	_____	_____

2. What is your general opinion of this applicant's competence in the specified language?
- _____ The applicant is fully prepared linguistically to carry out all phases of his or her research as outlined.
- _____ The applicant has the basic skills to conduct research successfully and to manage without difficulty in the other categories.
- _____ The applicant appears to require considerable training in the foreign language before necessary competence could be attained.

3. Please indicate briefly how the evaluation was determined (e.g. two years of course work, a test administered for this purpose, etc.).

Name (please print): Title:
Name of Institution: Address:
Signature: Date:
The form must reach the Department of _____ by _____

Date

TO BE COMPLETED BY THE APPLICANT

Number of years the language was studied at the high school level _____
at the college or university level _____

List courses in that language which you are now taking or plan to take:

If you have had or are having practice in the language outside the classroom, describe in full the nature and extent of this practice.

List other languages that you know, indicating proficiency in each.

For the information of the language examiner, give a brief summary of your study plans.

I am aware of my rights under the Family Educational Rights and Privacy Act of 1974, to have access to letters of recommendation written on my behalf after January 1, 1975.

_____ It is my desire that this letter be written in confidence, and I therefore waive any rights I may have to access this letter.

_____ I wish to retain any rights of access I may have to this letter.

Signature

Date

**THE UNIVERSITY OF CHICAGO
JANCO FELLOWSHIP
REFERENCE FORM**

Name of Applicant: _____ Field of Study: _____
Country(ies) for proposed research: _____
I am requesting a letter of recommendation from: _____

Name	Title	Institution
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I am aware of my rights under the Family Educational Rights and Privacy Act of 1974, to have access to letters of recommendation written on my behalf after January 1, 1975.

_____ It is my desire that this letter be written in confidence, and I therefore waive any rights I may have to access this letter.

_____ I wish to retain any rights of access I may have to this letter.

Signature

Date

Instructions for the Applicant

1. Complete the information requested at the top of this form.
2. For the information of the referee, give a brief summary of your statement of proposed study on the remainder of this page.
3. Complete the return address and date due section on the back of this page.
4. Give this form to the individual from whom you have requested a reference.
5. Provide an envelope addressed to your department.

The form must reach the Department of _____

by _____

Date _____

THE SECTION BELOW TO BE COMPLETED BY THE REFEREE

1. How long have you known the applicant?
In what capacity have you known the applicant?
2. Please evaluate the application in terms of the content and feasibility of the proposed project, the need to do overseas research at the time proposed, the applicant's general preparation, and any other pertinent information which describes the applicant's ability as a scholar and a representative of the University abroad.

Name (print)

Title

Name of Institution

Address of Institution

Signature

Date