

INCITEment Series

Request for Applications

The INCITEment Series is designed to convert knowledge into action. This initiative provides financial and administrative support to public programs that incite opportunities for change and pathways for mobilization. By gathering together citizens, scholars, activists, and community organizations, the series aims to bring their collective knowledge to bear on the prevalent issues of our time.

INCITE welcomes proposals from Columbia affiliates who can speak to and are interested in key social problems and innovative means of addressing them. While open to a diversity of topics, we are especially interested in proposals that reflect the salient themes of INCITE's work, such as migration, low-wage work, social movements, health, race, the present political climate, and education.

We encourage creativity and originality, and welcome ideas that experiment with various formats. Past programs include panels, workshops, poetry readings, and documentary screenings. Most important is that the projects produce clear paths for action, and leverage the expertise and capabilities of the scholars, citizens, and institutional resources in the room toward practical work in alignment with INCITE's mission:

Leveraging the ideas and empirical tools of the social and human sciences, INCITE conceives and conducts collaborative research, projects, and programs that generate knowledge, promote just and equitable societies, and enrich our intellectual environment.

Mission

Series priorities include—but are not limited to—programs that seek to accomplish the following:

- Provide a forum for education and thoughtful exploration of a particular social issue.
- Engender discussion and collaboration between and among members of the university and members of the surrounding community.
- Substantively engage and involve members of the communities that are most impacted by the relevant topics.
- Channel the knowledge, interest, and energy of attendees into active, sustainable measures that address these social problems.

Special consideration will be given to projects that deeply engage INCITE's particular research interests for the 2019/2020 academic year. These include the following topical themes:

- Labor, climate, and political migration
- Obstacles and opportunities of modern low-wage work
- Truth and trust in politics, media, and academia
- Higher education
- Race and social justice

Program coordinators are also invited to address questions that cut across or extend beyond the themes and approaches identified above.

Overview

Who is eligible to apply?

Applicants must be affiliated with Columbia University, whether as undergraduates, graduate students, faculty, or staff. Those with existing connections to external community organizations are particularly encouraged to apply, as a central component of the program coordinator's responsibility is to attract and involve invested citizens outside the university sphere.

What kinds of projects are candidates for funding?

The purpose of the INCITEment Series is to bring scholars and community members together to facilitate discussion, broaden understanding, and mobilize action with regard to the pressing social issues of our time. The programs that comprise the series will be independent in their development and highly varied in their format, but will share this overarching objective. Below is a list of some examples of past INCITEment Series programs, presented with the purpose of inspiring, not limiting, ideas for accomplishing this work:

November 15th, 2018: “The Uncounted: Inside America’s War Against ISIS” with Anand Gopal and Peter Bearman:

INCITE hosted Pulitzer Prize-nominated journalist and sociologist Anand Gopal, who presented on the moral and legal implications of the war on terror. Following his presentation, Gopal spoke about his work with INCITE’s director, Peter Bearman, and took questions from the audience.

April 9th, 2018: “Care: Documentary Screening and Workshop” with the New York Caring Majority

New York Caring Majority is a movement of seniors, people with disabilities, family caregivers, domestic workers, and home care providers from all across the state. The organization presented an abbreviated version of their powerful documentary, *Care*, followed by an interactive workshop that made evident the connections between care work and all of our lives.

March 15th, 2018: “History Reconsidered: Writing to Complicate the Narrative” with Clint Smith

Writer, teacher, and Harvard scholar Clint Smith presented a workshop in which he read from several of his own poems, covering everything from mass incarceration to the drone program to warm childhood memories. The conversation, held at Buell Hall and co-sponsored by the Institute for Research in African-American Studies (IRAAS), attracted more than 100 attendees.

November 1st, 2017: “Surviving the New Climate Communication Climate: A Conversation with Andrew Revkin”:

Andrew Revkin, one of America’s leading writers on environmental sustainability, reflected on the role of media and the scientific community in the current moment, and the challenges and opportunities of sustaining a public dialogue on climate change. Dr. Peter DeMenocal moderated the event, co-hosted by the Columbia University Earth Institute.

For more on past programs, please visit: <http://www.incite.columbia.edu/incitement-series/>.

What is required to apply for funds?

Proposal Outline:

1. Cover Page
2. Project Summary **(100 words)**
3. Full description of the program **(300 words)**
4. Description of expected outcomes **(300 words)**
5. Project timeline
6. Proposed partners and guests – applicants will be asked to provide some evidence of support or interest from those they plan to involve in the program. A simple email confirmation is sufficient.
7. Target audiences
8. Detailed budget - Budget items should be listed by expense category (e.g., travel, equipment). Please see the budget preparation instructions attached.
9. CV or Resume for all Columbia-affiliated applicants

How will proposals be reviewed?

Proposals will be reviewed by a committee of INCITE staff and affiliates. We anticipate funding up to four proposals for the 2019-2020 academic year.

Conditions of Award

Collaboration – The INCITEment Series is a collaborative endeavor intended to build community and produce lasting impacts. To initiate connections and further instill this common purpose among the coordinators, award recipients may be asked to attend periodic meetings or presentations with INCITE and other coordinators.

Reporting and Outcomes – Program coordinators will be responsible for submitting a report after the conclusion of the event, providing full and rich detail regarding the program's impact and accomplishments. This should include a thorough accounting of the measurable outcomes that have resulted from the project. Please see the reporting template attached.

Submission Instructions

Complete the application by filling out the form at the link below:
https://cumc.co1.qualtrics.com/jfe/form/SV_81jn8NJWTtdAUBv

Contact Information

Please direct any questions to:

Julius Wilson

Program and Communications Coordinator, INCITE

jmw2255@columbia.edu

INCITEment Series

Budget Table & Justification Instructions

All expenses included in the budget table must be itemized and explained in detail on the Budget Justification Narrative. Please keep in mind that the MAXIMUM budget for each program is \$5,000.

Note: The budget must be prepared in U.S. dollars and itemized using the Excel spreadsheet attached.

Please follow the following format for your budget narrative.

A. Space

List any expected funds devoted to securing space for the program to take place.

B. Supplies

This budget must indicate the general types of expendable materials and supplies required, with their estimated costs.

Please break down the types of supplies required, estimate costs and justify. Allowable items ordinarily will be limited to those not already available for the conduct of the study.

C. Honorarium

List the names and roles of program guests, partners, and participants who will receive payment, in addition to anticipated amounts for each.

D. Travel

Travel and its relation to the proposed project activities must be specified and itemized. Funds may be requested for travel to and from events, attendance at meetings and conferences, and other travel associated with the proposed project work.

For guests from out of state, list the purpose, number of people, city and state of origin and destination, duration of trip (*in days*), cost of flight(s)/accommodation(s), and per-diem.

E. Other Expenses

Any other direct costs not specified in Lines A through F must be identified in section G.

Such costs must be itemized and justified in the budget narrative.

F. Total Cost

List the total of all direct cost items listed in A through E. This should equal the total amount of funds requested by the applicant.

INCITEMent Series	
<i>[Last Name, First Name, Middle Initial]</i>	
Budget Category	Total (\$)
A. Space	
B. Supplies	
C. Honorarium	
D. Travel	
E. Other Expenses	
TOTAL COST FOR ENTIRE PROPOSED PROJECT	

INCITEment Series - Final Report

Please briefly summarize the program's objectives.

Please discuss in detail the program's activities, and how well you feel they accomplished the stated objectives.

To what extent do you believe the program has had, and will continue to have, a lasting impact?

Please provide any numbers collected that illustrate the program's engagement and impact, such as: number of attendees/participants, number of petition signatures, number of volunteer commitments, amount of money raised, etc.

Submission

Final reports should be submitted as a single PDF file to jmw2255@columbia.edu within 30 days of the end of the program.