

## INTERNAL PROCESS FOR THE JOHN SIMON GUGGENHEIM MEMORIAL FOUNDATION FELLOWSHIP

Please review the following details and internal process for the 2023 nomination to the [John Simon Guggenheim Memorial Foundation Fellowship](#).

This information should be circulated to your faculty members and awards leadership. All nominations can access OVP for application review and editorial support. Please reach out to [stefanie.bernaudo@utoronto.ca](mailto:stefanie.bernaudo@utoronto.ca) with any questions.

The internal MRA and final sponsor deadlines will be made on the applicable [UofT funding opportunities webpage](#).

### OVERVIEW:

Guggenheim Fellowships are grants awarded to around 175 selected individuals every year. The purpose of the Guggenheim Fellowship program is to provide Fellows with blocks of time (6-12 months) in which they can work with as much creative freedom as possible. As such, grants are made freely, without any special conditions attached to them; Fellows may spend their grant funds in any manner they deem necessary to their work.

The amounts of grants vary, and the Foundation does not guarantee it will fully fund any project. Working with a fixed annual budget, the Foundation strives to allocate its funds as equitably as possible, taking into consideration the Fellows' other resources and the purpose and scope of their plans.

### ELIGIBILITY & REVIEW CRITERIA:

- Guggenheim Fellowships are intended for mid-career individuals who have demonstrated exceptional capacity for productive scholarship or exceptional creative ability and exhibit great promise for their future endeavors.
- All fields of study are considered.
- All applicants must be citizens or permanent residents of the U.S. or Canada at the time of application.
- The application should be for a single project. Applications that attempt to span too many disparate disciplines, or that include too many objectives, are less competitive than those that propose a balanced, focused goal.
- Persons who have already received a Guggenheim Fellowship are not eligible to apply for another.
- Guggenheim Fellowships are not available for the creation of residencies, curriculum development, or any type of educational program, nor are they available to support the development of websites or blogs.
- Our awards are intended for individuals only; they are not available to organizations, institutions, or groups. An applicant proposing a co-authored or co-created project **must** submit a joint application along with the other person; that is, each person must submit a separate application, indicating on each application that you are applying jointly.
- Published writing not regarded as appropriate for our competition includes self-published works, publications for which the author has paid, and publications by publishers who do not engage in a process of critical review of submitted work. In addition, genre work (e.g., mysteries, romance, fantasy, etc.) is not within our scope.

### OFFICE OF THE VICE-PRINCIPAL, RESEARCH

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Tel: +1 905 569-5768 • [vpresearch.utm@utoronto.ca](mailto:vpresearch.utm@utoronto.ca) • [www.utm.utoronto.ca/vp-research](http://www.utm.utoronto.ca/vp-research)

- For all writers, if you have mainly published in periodicals, or on websites, it might be premature for you to apply here at this stage of your career, given the rigorous nature of our competition.

### NOMINATION PROCESS:

See website for the [detailed application guidelines](#). A nominator is not required.

### A completed nomination is comprised of:

1. An application form, which is completed and submitted electronically,
2. Three supplementary files as part of the supporting documents section of the online form. These include:
  - Career Narrative (no limits, average 3-4 pages)
  - List of Work
  - Statement of Plans (3 pages)
3. References. Applicants may submit the names and addresses of no more than four references. Letters of recommendation will be solicited from references via email in mid-November.
4. After your application is submitted, you may also receive a separate email with instructions about when to submit examples of your work. **Please do not submit work examples until you receive these further instructions.**

All materials must be uploaded and submitted through the Foundation's online application portal. The competition application portal opens on August 18<sup>th</sup>, 2023. Applications for the 2024 Guggenheim Fellowships are due on **September 16, 2023**.

### (OPTIONAL) DIVISIONAL REVIEW PROCESS:

The divisional review process is designed to support and provide feedback for individuals being nominated for the Guggenheim Fellowship. The process is designed and managed by OVPR and includes an optional review of nomination material by OVPR staff.

The divisional nomination process is as follows:

1. Nominees notify OVPR of their intent to put forward a nomination. Please email [stefanie.bernaudo@utoronto.ca](mailto:stefanie.bernaudo@utoronto.ca) with the name(s) of the candidate(s) no later than **May 29, 2023**
2. Draft nomination packages are due on **July 3, 2023**. This should include a draft of the three supplementary files. We recommend securing letter writers as early as possible.
3. OVPR will review the internal nomination packages and provide feedback to nominees.
4. Nominees will continue to work with OVPR's Strategic Research Development Officers (as appropriate) to prepare the full application package for submission.

### RELEVANT DEADLINES:

Date	Milestone
<b>May 29, 2023</b>	Notify OVPR of intent to submit
<b>July 3, 2023</b>	Internal nomination files due for OVPR review
<b>July-August</b>	Work with OVPR to finalize nomination package
<b>September 1, 2023</b>	Final deadline for administrative review
<b>September 15, 2023</b>	Submission to the Alfred P. Sloan Foundation

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