

History of Art: Institutional Fellowships

Required Application Materials

Please read the list of Required Application Materials carefully. Use the Materials Checklist at the end of these requirements to ensure all necessary materials are included.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

1. You must submit four copies - one original and three complete copies - of your application. You must use the Fellowship Application Form provided here as the cover sheet. Please stamp or write COPY on the top sheet of each of your three copies.

2. Responsibility for collecting all application materials rests with the applicant, who must submit a single application package to the Foundation. All data requested must be typed. Applicants should retain a copy for their records as applications can not be returned.

3. To ensure confidentiality, all letters of recommendation are to be sealed and signed across the seal before being returned to you for inclusion with your application. Letters of recommendation sent directly to the Foundation will not be processed.

4. If a particular item requested is not relevant to your application, please identify this item and explain its absence from your application.

5. If you are completing this application, you may **NOT** apply for the Kress History of Art Travel Fellowship.

6. DEADLINE: NOVEMBER 30

Applications must be postmarked by this date. Later submissions will not be considered. Fellowship recipients will be notified in March.

7. The following list of questions should be answered by the applicant in this order:

- 1) Summary of the proposed dissertation research project. Maximum length five (5) pages.
- 2) Annotated bibliography containing works of primary concern to the proposed topic. Maximum length five (5) pages.
- 3) A description of the proposed research plan, emphasizing the need to be at the institution you have selected. You may also include, if appropriate, a description of any extended travel. Maximum length three (3) pages.
- 4) A budget indicating the major anticipated expenses for the grant period.
- 5) A description of the work completed on the dissertation. Maximum length one (1) page.
- 6) A brief description of any previous research and travel experience abroad, with particular emphasis on familiarity with libraries, and research facilities abroad. Maximum length two (2) pages.
- 7) In what languages are you proficient and to what extent?
- 8) Please list any other grants for which you are applying including the name of the award, the amount for which you are applying and the time period and aspect of your project that this award would cover.

Continued

9) Have you applied to the Kress Foundation previously? If so, indicate the outcome of this application, including the date of the application, the program to which you applied, and the amount requested. Please also indicate if you have received funding indirectly from the Kress Foundation; that is, did you participate in a project that was sponsored by the Kress Foundation but did not apply for funds directly. If you have not applied previously to the Kress Foundation, please state this in your application.

8. The following items should be attached to your application in this order:

- 1) A copy of your current curriculum vitae.
- 2) A transcript from the university where you received your MA.
- 3) Three (3) letters of evaluation, of which one (1) must be from the Chairperson of the academic department nominating you. Letters must be sealed and signed across the flap and must be returned to you for submission with this application. Please ask those providing letters of reference to submit three (3) copies with their original letter.
- 4) A self-addressed, stamped postcard which will be returned to you to verify receipt of your application.

9. All of the above materials should be placed in one envelope and sent to:

*Samuel H. Kress Foundation
174 East 80th Street
New York, NY 10075*

10. The Foundation does not accept materials transmitted via facsimile.

11. Recipients must be U.S. citizens or individuals matriculated at an American university.

History of Art: Institutional Fellowships

Application Form

Personal Information

Name _____

Date & Place of Birth _____

Citizenship _____

Present Address _____

Address Good Until: _____

Permanent Address _____

Email Address _____

Telephone _____

Education

Bachelor's Degree _____

University _____ *Date Received* _____

Major _____

Master's Degree _____

University _____ *Date Received* _____

M.A. Thesis Topic _____

Doctoral Degree _____

Ph.D. to be received from: _____

Expected date of receipt: _____

Dissertation Topic: _____

Period covered by dissertation: _____
(i.e. Baroque, ancient, 19th Century, etc.)

Preferred European Institution: _____

*Are all Ph.D. requirements except dissertation fulfilled? YES NO**
Please circle one

**If NO, please attach a page providing an explanation of incomplete items and indicate the date by which they will be completed.*

Recommendations

Department Chairman _____

Dissertation Advisor _____

Scholar _____

Please list the names of those who have provided recommendations. If your Department Chairman is also your dissertation advisor, please select an additional scholar so there are three letters of support in total.

Date

Signature

History of Art: Institutional Fellowships

Checklist for Required Application Materials

Please use this list to confirm that your application is complete.

Your application packet must include FOUR copies of the following materials, ONE original copy and THREE additional copies. Please do not use staples.

INCOMPLETE APPLICATIONS WILL NOT BE NOT CONSIDERED.

- The application cover page.
- A copy of your current curriculum vitae.
- A transcript from the university where you received your MA.
- Three (3) letters of evaluation, of which one (1) must be from the Chairperson of the academic department nominating you. Letters must be sealed and signed across the flap and must be returned to you for submission with this application. Please ask those providing letters of reference to submit three (3) copies with their original letter.
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