



## **James Weldon Johnson Institute PhD Completion Fellowship** **Guidelines for the 2024-2025 Fellowship Year**

**Applications Due: November 20, 2023 (11:59pm)**

Established in 2007 to honor the memory and achievements of James Weldon Johnson, the mission of the James Weldon Johnson Institute for the Study of Race and Difference (JWJI) is to support research, teaching, and public dialogue that examine race and intersecting dimensions of human difference including but not limited to class, gender, religion, and sexuality. For additional information about the JWJI, see <http://www.jamesweldonjohnson.emory.edu/>.

The Johnson Institute is an interdisciplinary institute in the humanities and humanistic social sciences. The Laney Graduate Fellowship supports the completion of a dissertation in any field whose primary subject matter focuses on race and difference.

**The fellowship is a completion fellowship, and the fellow is expected to complete their dissertation during the fellowship year.** The fellow will receive a 9-month stipend (September - May) along with a 100% subsidy for the Emory University Student Health Insurance Plan (EUSHIP). The first stipend payment will be at the end of September and the final payment will be at the end of May. The stipend will be \$27,282 paid over 9-months.

### **Eligibility**

- must be a full time doctoral student in good standing, both in the Laney Graduate School and in their program
- must be in candidacy during the fellowship.
- must not previously have held an Emory completion fellowship.
- students beyond the fifth year may use the JWJI Fellowship to extend their support.

### **Responsibilities**

1. Fellows may be asked to provide some professional development services as appropriate to the needs of the undergraduate fellows and core staff of the Johnson Institute.
2. Fellows will be expected to provide support for public programming (e.g.: academic symposia and high-profile lectures) and should be willing and able to do so.
3. Fellows are required to participate in all programming activities sponsored by the James Weldon Johnson Institute.

### **Application Materials**

1. **Curriculum vitae**
2. **Emory transcript** (A copy of an unofficial transcript issued to the student is acceptable.)
3. **Statement of interest** regarding working at The James Weldon Johnson Institute for the Study of Race and Difference (2-3pgs max, not including 3a below).
  - a. On the final page of your statement, please provide a list of LGS fellowships you are applying for, in order of preference from 1<sup>st</sup> preference to last.
4. 5-10 page **writing sample**
5. A faculty **letter of recommendation** assessing your abilities and verifying that you are likely to complete your dissertation during the fellowship period. **IF THIS IS YOUR FIRST FELLOWSHIP APPLICATION SUBMISSION:** The LaneyConnect system will allow you to enter the email address of your recommender and they will receive email notification of your

request. If you already had a fellowship LoR submitted: the system will populate your application with your previously submitted LoR. Your recommender only needs to submit the letter once this year across all fellowships (only exception is DTF, which has a separate process). This means that your letter writer only needs to write a general letter of support and should not mention any specific fellowship (unless you intend to only apply for one fellowship this year).

### **Application Submission**

All nominations and applications, including supporting materials, will be uploaded using LaneyConnect (new application portal): <https://laneyconnect.emory.edu/manage/login?realm=&r=/portal/laney-connect-hub>. The portal may not yet be active but when it is activated:

1. Select the appropriate fellowship from the list and follow the upload fields. The application will not let you proceed until you upload all the necessary materials. And it will not save incomplete applications so please be sure to have all materials and information ready to upload/complete.
2. If you are applying for multiple fellowships, you may select several at one time and submit all materials for the fellowships you intend to apply for (it will not save progress, however, so you must complete your session). Or you may access the portal later on and add additional fellowship(s), if eligible, and submit required files for the new fellowship(s) selected (and click “Update” in the online form to complete this process).

The current plan is that in the new application portal (LaneyConnect), if the applicant has already submitted files that are standard requirements (e.g., transcript), they will not submit it again for a different fellowship. It will pull from the already uploaded file and be included in all fellowship application(s) that require this file. This means that students will submit standard files only once and can focus on documents such as the ‘statement of purpose’ which will be specific for each fellowship that requires this document.

Please join us for the LGS Advanced Fellowships Webinar for more info on 10/13 (see the LGS advanced fellowships webpage). If you would like access to the webinar recording, please contact the LGS ProfDev office. In general, even if the exact *process* of the application might be TBD, the *required files* for the application will remain consistent with the information you see listed on this guidelines document. If you have questions about using LaneyConnect, please contact us at: [LGS.profdev@emory.edu](mailto:LGS.profdev@emory.edu). You will need to upload the application items **as PDF files**.

### **Terms of Fellowship**

Fellows who are awarded and accept the fellowship award agree to commit to the course teaching load or the general hours/week and responsibilities as described in the sections above. Fellows who do not uphold the requirements of the fellowship may have the fellowship revoked and may lose their funding and EUSHIP subsidy for the remainder of the fellowship term.

When applicable, this fellowship replaces other graduate school stipend and scholarship funding a student may have been scheduled to receive for the fellowship year, and the eligibility for that funding cannot be reserved to be used in a subsequent year.

**Please note:** Unless indicated otherwise, all LGS fellowships require on-site in-person participation and completion. There are no remote options available unless explicitly indicated.

### **Award Notification**

Applicants will be notified by mid-December 2023.

### **Questions?**

For fellowship questions, contact Dr. Andra Gillespie, JWJI Director, at 404.727.2926 or [angille@emory.edu](mailto:angille@emory.edu).

For questions about the online application system, contact [LGS.profdev@emory.edu](mailto:LGS.profdev@emory.edu).