

Endangered Language Fund: Language Legacies  
2024 Request for Proposals  
Instructions

**Deadline: Friday, March 15, 2024**

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Language Legacies applications will no longer be accepted through email. Instead, applicants will use the online Grants Management System to submit their application materials.

Important Note: You are able to save your work and then submit your application once you have assembled and uploaded all required materials. You should receive a confirmation email to the email address that you entered into the grants submission system. Please make sure you save your log-in and password. We still encourage you to look at the submission requirements and these steps ahead of time so that you know what materials are required. If you have any questions, please email us at [elf\\_at\\_endangeredlanguagefund\\_dot\\_org](mailto:elf_at_endangeredlanguagefund_dot_org). **Please time everything carefully! It may take up to 24 working hours before someone replies to your email. You are responsible for making sure everything is submitted successfully on time, before the deadline.**

Step 1. Navigate your browser to this URL and click on "Go to Grant Applications Page":  
<https://mc.miamioh.edu/grant-management/GrantApps>

Step 2. Choose the grant for which you wish to apply (this cycle is for Language Legacies)

Step 3. On the Cover Page, enter information:

The Application Page will request information, including the title of the project, an abstract that summarizes the proposed project (maximum 150 words), the ISO 639-3 Code for the language and the amount requested (in US Dollars), and Primary Project Manager information. At the top of the page is button for you to click if you want your project proposal to be considered for MKARL Funding.

Step 4. Upload application files:

- DESCRIPTION OF THE PROJECT: This description should normally take **two** pages, single spaced, but the maximum is **four** pages. Your description should include:
  - A brief description of the state of endangerment of the language in question.
  - Assessment of the state of support for the language (tribal budgets, immersion schools, elder gatherings, etc.).
  - Details about the type of material that is to be collected and/or produced.
  - The value it will have to the native community (including relatives and descendants who do not speak the language) and its contribution to linguistic science.
  - If an archival project, then a description of the computing platform, software, and cataloging or metadata standards that will be used.
- BUDGET: Prepare an itemized budget that lists expected costs for the project. Eligible expenses include consultant fees, equipment, travel, archival expenses, etc. If materials

are to be archived or stored in an existing institution, then a letter of support, indicating any budgeted costs, must be included as an attachment to the budget. Administrative (overhead, indirect) costs are not allowed. Estimates are acceptable, but they must be realistic. **Please convert the amounts into US dollars.** List any other sources of support you are currently receiving or expect to receive and other applications that relate to the current one.

- LETTERS OF SUPPORT: If the applicant is not from the community whose language is the topic of the proposal, a letter from the community or a speaker expressing support for the project is **required**. (If this is not possible, explain why not).

A letter of community support is required. If materials are to be archived at an existing institution, a letter of archival support is required. Additional letters of support from academic advisors for students or others who know the ability of the applicant to perform the work, can be included.

Please note that the process for including letters of support has changed. Applicants will no longer upload letters of support themselves. Rather, applicants will use the Grants Management System to send a request for a letter of support to the email address/addresses of one or more recommenders. Please see these [attached instructions](#) for more information. Letters must be included in the online application portal by the submission deadline of March 15, 2024. If the required letter(s) are not included in the portal when the RFP closes, then the application will be considered incomplete and will not be considered for funding. Please plan this part of your application in advance.

Step 5. When you are ready to submit your materials for review, click on the "Submit for Review" button at the bottom of the page. You should receive a confirmation message.

If you have any questions, please contact us at [elf\\_at\\_endangeredlanguagefund\\_dot\\_org](mailto:elf_at_endangeredlanguagefund_dot_org)