

WOEST FELLOWSHIP FREQUENTLY ASKED QUESTIONS (FAQ)

Q. Who is eligible to apply?

A. The Woest Fellowship is open to doctoral candidates, academic and museum professionals, and independent scholars. US citizenship is not required, but applicants should be fluent in English. Applicants are considered without regard to race, color, religion, national origin, gender, age, disability, or any other protected status.

Q. What will I need to submit?

A. Your application packet must include the following: 1.) a completed copy of our fellowship application form; 2.) a current vita; 3.) a 100-word abstract of the project; and 4.) a research proposal, not to exceed six double-spaced pages, in which you outline the scope of the project, discuss the relevance of research materials at The Historic New Orleans Collection, and discuss the anticipated product of your research (book, dissertation, exhibition, etc.). Additionally, you must submit letters of recommendation from two scholars familiar with your work. These letters may be sent under separate cover.

Q. How should I prepare to apply?

A. Prospective applicants are encouraged to familiarize themselves with THNOC's resources by visiting the [Research page](#). Fellowship applications may be downloaded from the website.

Q. Is there an application fee?

A. No, we do not charge any fee to apply for the fellowship.

Q. When are applications due?

A. Applications for the 2017/18 Woest Fellowship are due November 1, 2016. All materials must be received by us no later than 5 p.m. (CDT) on the deadline date. Out of fairness to all of our applicants, we cannot consider applications that are incomplete at our submission deadline. If you will be sending your application by mail, please allow

adequate time for delivery and mail to: Dianne Woest Fellowship, The Historic New Orleans Collection, 533 Royal Street, New Orleans, Louisiana, 70130.

Q. Can I send my application or letters of recommendation electronically?

A. Yes. Electronic submissions of applications and letters of recommendation, preferably in PDF format, should be directed to the Woest Fellowship Committee chairman, Jason Wiese, at jasonw@hnoc.org.

Q. Do I need to send multiple copies of my application packet?

A. No. In past years, we required applicants to submit eight hard copies of their application packet. We now require only one copy—which may be either paper or electronic—of the application.

Q. Will I be informed about the status of my application?

A. The Woest Fellowship Committee notifies applicants via email when their applications are received and complete. We also make good-faith efforts to alert applicants of missing letters of recommendation in advance of the submission deadline.

Q. If selected as a Woest Fellow, when must I come to New Orleans to conduct my research?

A. Fellows may select their period(s) of residence, but all research must commence and conclude during the specified fellowship term (April 1, 2017–March 31, 2018).

Q. What kinds of projects are typically supported by the Woest Fellowship?

A. We are looking for projects that would substantially benefit from research access to our institutional holdings. We encourage prospective applicants to familiarize themselves with our holdings, whether by perusing our [online catalog](#), connecting with our research staff by phone (504-523-4662) or email (wrc@hnoc.org), or visiting the Williams Research Center in person. The most successful research proposals are those that

complement our institutional mission and sustain the tradition of scholarly merit established by previous fellowship recipients.

Q. Must I do all of my research at the Williams Research Center of The Historic New Orleans Collection?

A. While THNOC resources should play a central role in the proposed research agenda, fellows are also encouraged to explore other research repositories in the Greater New Orleans area. These may include libraries or archives at local universities, museums, or other institutional collections, as well as private collections.

Q. Are creative projects eligible for the fellowship?

A. The Woest Fellowship Committee is happy to consider creative projects, such as novels, plays, screenplays, poetry, essays, or personal narratives that pertain to or draw upon the history and culture of Louisiana and the Gulf South. All such projects should have a significant research component.

Q. I've noticed a check box on the application that refers to LSU Press. Can you tell me more?

A. The Historic New Orleans Collection is a publisher as well as a research center and museum. We actively seek book [proposals](#) on topics related to our institutional mission—and yet we cannot publish all of the manuscripts that come to our attention. If you plan for your research project to result in a book-length manuscript, we will be happy to share your application with our colleagues at Louisiana State University Press. They will be in touch with you if they see publication possibilities.

Q. Are international scholars eligible to apply?

A. US citizenship is not required, but applicants should be fluent in English.

Q. Do international scholars require a visa to participate in the fellowship program?

A. International scholars visiting the United States to conduct research as part of a fellowship program, and who receive stipend funds while in this country, are required to

obtain a J-1 visa, regardless of the length of their stay. This visa type requires a sponsoring organization that is approved by the US Department of State. In the past, The Historic New Orleans Collection has worked with a sponsor organization called [International Arts and Artists](#) to make such arrangements. Please be advised that all fees associated with the sponsoring agency and visa will be the responsibility of the applicant. The Historic New Orleans Collection cannot undertake to be responsible for the payment of visa-related fees.

Q. Does the fellowship include housing, or assistance finding housing, in New Orleans?

A. We do not offer housing as part of the fellowship, and we generally refer prospective fellows to local real estate listing websites that offer short-term rentals of rooms or apartments, whether by the week or the month. We can certainly offer advice as to specific areas of the city that may be more convenient in terms of public transportation and other amenities.

Q. What is the fellowship's grant award amount?

A. The fellowship includes a one-time stipend of up to \$4000 to help cover travel, housing, and living expenses associated with the fellow's research project.

Q. What is required of Woest Fellows once they are in New Orleans?

A. Aside from utilizing their time doing intensive research, each fellow is asked, usually within a few days of his/her arrival, to make an initial, brief presentation to our staff regarding the nature and scope of his/her research project and anticipated results. A second, more formal presentation about the project and results is delivered at or near the end of the fellow's residency for the benefit of THNOC staff and interested members of the public. We also ask each fellow for a brief, concluding written report summarizing research activity and findings. This documentation helps THNOC to ensure that its Woest Fellowship program is fulfilling its intended purpose.

Q. Are there any post-fellowship requirements?

A. Fellows will be expected to acknowledge The Collection in any published work drawing on fellowship research. We also hope fellows will consider donating a copy of their published work to our research library, for the benefit of other scholars.

Q. For whom was the Woest Fellowship named?

A. The Woest Fellowship was named in honor of Dianne Audrey Woest (1935–2003), a graduate of Southeastern Louisiana University, former president of the New Orleans Council for International Visitors, and true friend of the arts. Through a planned giving arrangement, Ms. Woest designated The Collection as a beneficiary of her estate.

Q. How do you pronounce “Woest”?

A. Good question! Ms. Woest’s surname is pronounced like the direction, “west.”

Q. If I am not awarded a fellowship, can I reapply next year?

A. The Woest Fellowship is a highly competitive program that draws applicants from around the world. We encourage interested scholars with eligible projects to reapply, particularly if their research agenda has evolved in the time elapsed.

Q. I submitted an application last year. Do I have to ask my references to resubmit their letters?

A. Yes. The Woest Fellowship Committee does not transfer letters from previous years’ application files.