

## SDHC Scholar Guidelines

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### BECOME AN SDHC SCHOLAR

Communities across South Dakota want to bring the humanities close to home. The South Dakota Humanities Council helps make this happen.

We are continually accepting applications for scholars to carry the humanities across South Dakota. Our humanities scholars present with our Speakers Bureau and lead reading discussions with our Book Club To-Go, One Book South Dakota, and Young Readers One Book programs.

### APPLICATION PROCESS

Scholar applications are on a rolling basis, meaning that you can apply at any time during the year. To be considered for the new fiscal year, which begins annually on November 1<sup>st</sup>, the **application cutoff is annually on August 1<sup>st</sup>**. If applications are received after the August 1<sup>st</sup> cutoff date, they will be considered in the next cycle.

Scholars must apply each year. If you are a current scholar, you can have a copy of your previous application sent to you for review. Fields that do not change can be copied and pasted into the new application, making the process quick and easy. SDHC's Program Committee will review applications early in September.

Apply online at <https://sdhumanities.wufoo.com/forms/m1mtw240154ccgk/> or visit the SDHC [Speakers Bureau page](#) for more information. Be prepared to submit the following files with your online application:

- Recently updated CV (academic applicants only, maximum three pages)
- High-resolution photo of yourself (a close head-and-shoulders shot)
- One- to three-minute video introducing yourself and briefly explaining your proposed presentations

For a paper application and instructions, please send your mailing address to [deb@sdhumanities.org](mailto:deb@sdhumanities.org) or call (605) 688-6031.

Scholars accepted into the Speakers Bureau will be featured in up to five programs on the website. If you enjoy working with students, consider leading discussions at the third-grade level for our Young Readers One Book program.

### SDHC PROGRAMS

#### *Speakers Bureau*

This is a collection of humanities scholars who present on a variety of topics comprising the humanities – including, but not limited to, history, culture, language, literature, philosophy, arts and sciences, heritage, traditions, and beyond. Through the council's Speakers Bureau, community groups can easily host a humanities scholar at a local event.

The National Endowment for the Humanities has shared programming priorities with us in the form of the five pillars. We are encouraging scholar applicants to consider creating at least one program based upon a pillar.

*Programming Priorities (Five Pillars)*

1. Advancing Racial Equity – Advancing racial equity and support for underserved communities through the humanities
2. Confronting the Climate Crisis – Confronting the catastrophic impacts of the climate crisis on the cultural sector through policies and programs that promote and build climate resilience and environmental sustainability, reduce climate pollution, and/or embed environmental justice
3. Restoring America’s Global Standing– Restoring America’s standing in the world through programs and engagements that champion the nation’s excellence in the humanities to international audiences
4. Responding to the COVID-19 & Economic Crises – Providing relief to cultural organizations grappling with the COVID-19 pandemic and economic crisis
5. Strengthening Our Democracy – Strengthening Americans’ knowledge of and commitment to the country’s principles of constitutional governance and democracy

Our Speakers Bureau scholars possess widespread talents and we look forward to seeing how they might choose to energize the NEH priorities with programs specifically tailored to meet one or more of these goals. While building a program around a pillar is not a requirement for application, applicants with such programs might be given priority.

***One Book South Dakota, Young Readers One Book, and Book Club To-Go***

Scholars are needed to facilitate reading groups throughout South Dakota. These South Dakota Humanities Council reading programs are available for book clubs organized by individuals, libraries, bookstores, museums, and other non-profit organizations.

*One Book South Dakota*

The One Book selection changes annually and is announced on our [One Book South Dakota web page](#).

*Young Readers One Book*

The [Young Readers One Book](#) selection changes annually and SDHC distributes copies to third graders throughout South Dakota as part of the annual [Festival of Books](#) and Young Readers programming.

*Book Club To-Go*

Titles in the council's Lending Library support the [Book Club To-Go](#) program. For the full listing of over 80 available titles, download SDHC’s [Lending Library document](#).

Groups participating in one of the above reading programs will receive up to 30 copies of a title and can have a scholar lead their book discussion. Scholars will be sent the book chosen by the group (and agreed on with the facilitating representative) about a month before the program begins. Please note that some titles in our lending library have a limited number of copies available. Questions about book availability can be directed to our office at (605) 688-6113.

If you have a suggestion for books to be added to our lending library, please send an email to [jennifer@sdhumanities.org](mailto:jennifer@sdhumanities.org). If you have suggestions for a One Book or Festival author, please fill out the brief form (five questions) here: <https://sdhumanities.wufoo.com/forms/p1h6sfpl06xftbn/>.

## FREQUENTLY ASKED QUESTIONS

### ***What are the humanities?***

"The term 'humanities' includes, but is not limited to, the study and interpretation of the following: language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment with particular attention to reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life."

(From: [www.NEH.gov](http://www.NEH.gov)) --National Foundation on the Arts and the Humanities Act, 1965, as amended

### ***What constitutes a "Humanities Scholar"?***

This is a person trained in one of the humanities disciplines, having earned an M.A. or a Ph.D., or an individual whose career and personal history shows commitment to the humanities.

### ***What does an SDHC scholar do?***

SDHC scholars travel throughout the state to present Speakers Bureau programs and/or host reading discussions. Scholars can lead book discussions about the One Book South Dakota, Young Readers One Book, or choose a book from our Lending Library for Book Club To-Go discussions.

Speakers Bureau scholars present programs on a wide variety of topics suitable for audiences of all ages and backgrounds. Chautauqua speakers animate history with their costumed impressions of various historical figures, from Native American women in the era of the Wounded Knee Massacre to famous South Dakotans such as Calvin Mellette (the first governor of South Dakota), Amelia Earhart, outlaw Tom O'Day, and many more.

Our speakers also present traditional programs in several humanities disciplines. They explore topics such as traditional Lakota spirituality and the role of ceremony in today's ever-changing world; the high-profile criminal trials presided over by Peter C. Shannon, Chief Justice of the Dakota Territory Supreme Court; the history of stained glass in South Dakota, and more.

### ***Where are the programs hosted?***

Organizations apply to host a scholar through the South Dakota Humanities Council. Typical applicants include libraries, museums, historical sites, historical societies, parks, tribal entities, K-12 schools, colleges and universities, as well as community centers and agencies that are open to the public. Applicant organizations do not need to be in South Dakota, but programs must take place within the state. We encourage SDHC scholars to contact organizations which they feel would benefit from their programs. When a mutual program date and time is agreed upon, the organization can then make application to SDHC to host the scholar.

### ***What does an SDHC scholar get paid for doing a program?***

The typical stipend for one day, for one program is \$200. SDHC pays state rate for mileage (42 cents per mile) and lodging — \$75 plus tax year-round (equal to \$79.88 including 6.5 percent tax) when necessary.

If a scholar conducts more than one program in one day OR travels more than 240 miles round-trip, the stipend increases to \$250. The scholar is awarded an extra \$75 for each additional day of presentation. SDHC does not pay for meal costs.

*Please note that the mileage and lodging rates are currently under revision and will change to Federal rates in the coming fiscal year. The date of change has yet to be determined. The rates explained here will continue to be in effect until such time. The stipend rate will remain the same.*

If you have questions about payment guidelines, please email [deb@sdhumanities.org](mailto:deb@sdhumanities.org) or call 605-688-6113.

***Does a scholar need to record cost-sharing/in-kind donations?***

Cost-sharing and in-kind donations are very important to the South Dakota Humanities.

“Donated/In-Kind Services” for \*scholars (presenters and discussion leaders) is a section of each scholar’s “Request for Payment/Evaluation” paperwork, which is emailed to them at the time of grant approval.

\*Stipends and travel or lodging reimbursements are paid directly to the scholar by the SDHC and are NOT considered a part of cost-sharing or in-kind donations. Please use the guide below to document the services you performed that were donated and not compensated for by SDHC.

- Time: The value of hours or days you worked to create and implement the program
- Office/Meeting Space: The value of space or rent-free space within the community and surrounding area where you worked when creating the program
- Equipment: Examples of equipment are computers, software, furniture, and office equipment that you used as you were creating your services. Equipment may be used, surplus, brand new, or even loaned. The value of donated equipment shall not exceed the fair market value of equipment of the same age and condition at time of donation, and the value of loaned equipment shall not exceed its fair rental value
- Services: Service donations may be advertising, patents, royalties, and copyrights; or professional services donated by groups such as corporations, small businesses, vendors, or colleges. Donated transportation or publishing support would be specific examples. This category would also include volunteer services provided for the program by professional and technical personnel, consultants, and other skilled or unskilled labor outside of yourself. These services can be counted as cost-sharing if the service is an integral part of the approved program. Volunteer services shall be valued at rates consistent with those ordinarily paid for similar work within the state.
- Supplies: These are tangible goods such as office supplies. The value of donated supplies or other expendable property should be reasonable and not exceed the fair market value.

***Can I apply to be an SDHC scholar if I do not live in South Dakota?***

Yes. However, SDHC only pays mileage for scholars while they are in the state. For example, if an SDHC scholar were traveling from Nebraska to South Dakota, SDHC would pay mileage from the state border to the location of the program and then mileage on the return from the location of the program to the South Dakota state border. A scholar presence within South Dakota during a virtual program is not required, but the scholar must be in “real time” on the video conferencing call.

**BEST PRACTICES FOR SCHOLAR VIDEOS**

This video is a tool for helping your audience get to know you better. Please make sure it is between 1-3 minutes in length. With a little preparation, a good hook, and a focus on coming across as your authentic self, you will be set to record a great video. Here are some guidelines and tips to help you:

### *Set the Stage*

- Dress professionally
- Face a natural light source, like a window (very important), and use a neutral background
- If using a mobile phone, stand your phone up vertically, at arm's length, slightly above eye-level (prop up the phone at that level using books or a shelf, etc.)

### *Make it About Your Audience*

- People are not interested in hearing you ramble about yourself – they care about what you can do for them
- Prepare ahead of time (write a script, practice reciting it)
- Failure to prepare is likely to lead to an unfocused, rambling, difficult-to-follow video that will not do you or your audiences any good!

### *Create an Introduction*

- Do not start just by saying your name – capture attention by starting with an interesting story, statistic, or fact, just like you would in an in-person speaking engagement
- Make the end-goal of the video obvious right away (tell your future attendees who you are and what you have to offer)
  - Challenge: Can you introduce yourself in a sentence? Format your sentence to tease the outcome of the video and make sure it still sounds like you

### *Personify the Camera*

- Talk naturally (do not read); speak as though you are talking to the audience, not at the audience
- Be authentic -- your honest, transparent self
- If necessary, ask a friend or colleague to sit behind the camera or mobile phone as a “dummy” audience

### *Wrap it up*

- Do two or more recordings until you are happy with the results
- Choose the best recording, then use an editor to crop the beginning and end – you will want to clean up where you were pressing start/stop

\*For more comprehensive steps on video creation, watch "[Virtual Presence Matters: How to Show Up as Your Best Self on Video](#)," conducted by Arts South Dakota. This recording contains wonderful tips, tricks, and starter best practices for a virtual presence! It begins at the 1:05 mark.

### **Additional Questions?**

Please email [deb@sdhumanities.org](mailto:deb@sdhumanities.org) or call (605) 688-6113.