

The CTSDH is invested in the development of all digital humanities projects at the intersection of faculty and student research, including digital scholarly editions, digital textual editing, archiving, publishing, text encoding, mapping projects, and data analysis. If you have a project in mind or under development, and wish it to become a CTSDH project, please fill out the form below and we will follow up to talk to you about the particulars of your project. We are also available for preliminary conversations to talk informally about your project ideas.

**What does it mean to be a CTSDH project?**

The CTSDH works with Research Project Directors of accepted projects to help them find the different forms of support their projects might need. These may include:

* Access to server space
* Access to specialized software tools in CTSDH’s labs
* Development of project road maps and short- and long-term goals
* Collaboration and development with CTSDH Fellows. Depending on the project and availability, this support may include: project design and management, grant-writing, promotion, and technical resources
* Promotion of projects

CTSDH faculty will regularly meet with Research Project Directors about:

* Developing and maintaining a data management plan
* Programming and staffing needs
* Upcoming grants
* Opportunities to include projects in teaching courses or modules

CTSDH does not provide:

* Outright funding of a project
* Specialized equipment
* Specialist labor
* Professional programmers or website developers

We also expect that Research Project Directors will submit an annual summary of work accomplished over the previous year. These are due by April 1st each year.

The CTSDH is particularly interested in supporting projects that provide experiential learning opportunities for our students - internships, directed studies, seminars.

If you are interested in developing a project with CTSDH, please complete the following form. A member of CTSDH will contact you to discuss your project and its needs.

**Project Application Form**

Name:

Dept:

Are you:

\_\_Undergraduate Student

\_\_Graduate Student

\_\_Staff

\_\_Faculty

\_\_Other. Explain\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Project:

Project Description (brief statement of the project, including any urls):

Mission: How does this project speak to the Digital Humanities, broadly speaking, as well as to the mission of the CTSDH? Does it speak to Loyola’s social justice mission?

People/Personnel/Project Team (including any primary investigators, research assistants, advisory board, project managers, etc.) Please note roles of individuals both within the college and outside the university.

Audience: Who is the anticipated audience for this project?

Project Background and History: Is this a new project or one that has already been partially planned or developed? Is this part of a print or book project? What work has already been done on the project (i.e., securing grants, writing content, hiring a developer)?

Anticipated Project Needs: Please be sure to include hardware, software, and platform needs (server space, desired website or platform, repository), as well as any anticipated project needs (scanning, transcribing, digitization, editorial, text markup, web development, promotion, content development).

Budget / Funding Information: Is this project grant-funded? If so, what are the terms and timelines of the grant? Are there upcoming grants to which you’re applying?

Anticipated Timeline: When would you like this project started, worked on, and/or launched? What phases/stages of the project are you imagining, and what is your presumed timeline for completion or other benchmarks? Are there any deadlines (conferences, grants) we should know about?

Long-Term Goals and Preservation: What is the long-term goal of the project? Will it be considered finished after the applicants leave Loyola? Will others beyond the initial applicants continue the project? What are the expectations for the Center to house and maintain the project and associated data? All CTSDH projects require a plan for long-term preservation: is this something you’ve begun working on?

Anticipated Content Types. What kinds of content (text, pdf, image files, audio, other) will you include in this site?  Are there any permissions issues (copyright, use permission)?

Course Incorporation: If you’re currently teaching, are you incorporating this project into a current undergraduate or graduate course?