

## IRG Guest Speaker Proposals

**Call for Proposals.** Please provide basic information on the nominee, including contact information and links to any university or professional website, along with a brief description of the nominee's scholarship, topic (if known), and a short discussion of how the nominee's interests will intersect with those of the members of the IRG. In addition, it would be useful to list any other sources of funding the IRG will seek for the speaker. Nominations for the 2019-2020 academic year, including the proposed month of the visit, are due on Wednesday, March 20, 2019. Please send the proposals to [humanities@miami.edu](mailto:humanities@miami.edu).

**Funding.** The Center expects to fund up to four speakers for next year, no more than two each semester. Funding will include airfare within North America, two nights in a hotel, meals, and \$500 for each honorarium, with the expectation that funding for a larger honorarium will come from other sources.

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### **Division of Responsibilities.**

**The IRG co-conveners** with a successful nomination will submit information concerning the visit--the title and description of the talk, bio and headshot of the speaker, and a graphic for the talk--by May 31, 2019, so that a webpage on the Center site can be created and the event placed on the Center calendar sent out at the beginning of fall semester. The co-conveners will be responsible for requesting the speaker to purchase the airline ticket well in advance; all travel expenses will be reimbursed.

**The Center staff** will secure a venue for the talk, book the hotel, and produce an email announcement that will be sent out to the Center listserv. The Center staff will process the honorarium (to be divided between the Center and sponsor/s) after the visit.