



**BALL STATE  
UNIVERSITY**

University Libraries

## **Ball State University Libraries U.S. Civil War Teaching Fellowship Award Call for Proposals**

### **Overview**

**Application Deadline:** March 1, 2022

**Announcement and Selection Decision:** April 10, 2022

**Fellowship Period:** May 1, 2022 to July 1, 2023

**Award Amount:** \$5,000

**Summary:** Ball State University Libraries solicits applications for the Ball State University Libraries U.S. Civil War Teaching Fellowship Award. This program offers a \$5,000 teaching fellowship to East Central Indiana K-12 educator(s) (including preservice teachers). Recipients of this teaching fellowship will research, develop, conduct, assess, document, and share a significant educational activity (educational lesson, project, assignment, creative endeavor, etc.) that engages local K-12 students in meaningful learning through the direct use of primary sources.

Recipients are expected to use archival collection materials from the Frank Bracken U.S. Civil War Collection or Bracken Family Collection held at Ball State University Libraries' Archives and Special Collections to inform their research and lesson planning. Recipients may also incorporate any other relevant primary source resources at Archives and Special Collections, Ball State University Libraries, or other archives, libraries, museums, digital repositories, etc.

The \$5,000 award would fund the recipient's labor in conducting the necessary research, planning, documentation, and assessment in completing the fellowship project. The award could also cover any travel expenses associated conducting archival research and any supply costs associated with planning and delivering the lesson and creating resources to accompany the lesson.

Up to two recipients may be selected for a \$5,000 fellowship award during this period.

**Eligible Applicants:** Fellowship applicants must be serving as a K-12 educator(s) (including preservice teachers) and must be working within schools within East Central Indiana during the 2022-2023 academic year. For the purposes of this fellowship, this region includes the following Indiana counties: Blackford, Delaware, Grant, Fayette, Hancock, Henry, Jay, Madison, Randolph, Rush, Union, and Wayne.

**Outputs:** Ball State University Libraries U.S. Civil War Teaching Fellowship Award recipients will be expected to produce the following outputs.

1. **Conducting the Educational Activity** (Must take place during 2022-2023 academic year): The fellowship award recipient will research, develop, and conduct a significant educational activity in a K-12 setting that engages students in meaningful learning using primary sources. Examples of significant educational activities include educational lessons, projects, assignments, creative endeavors, etc. The educational activity should incorporate learning related to one or more of the following topics: the U.S. Civil War, the Reconstruction era, any aspect of United States or Indiana political, cultural, social, or economic history during the period from 1850 to 1880. The fellowship award recipient will conduct archival research using collection materials from the Frank Bracken U.S. Civil War Collection or Bracken Family Collection held at Ball State University Libraries Archives and Special Collections to inform the development of the educational activity. Recipients may also incorporate any other relevant primary source resources at Ball State University Archives and Special Collections, Ball State University Libraries, or other archives, libraries, museums, digital repositories, etc.
  
2. **Midterm Report** (Due January 9, 2023): The fellowship award recipient will create a midterm report including the following information:
  - A lesson plan outlining the educational activity created. The lesson plan should communicate the specific details of the activity and should reference and include all specific primary sources that students will use. The plan should also reference relevant educational standards and learning outcomes supported by the lesson and should outline a plan to assess student learning resulting from the educational activity. The plan should allow educators at other institutions to replicate the educational activity created. A first draft of the lesson plan must be submitted to Ball State University Libraries by January 9, 2023. The lesson plan may be revised subsequent to conducting the educational activity, and a final version of the lesson plan will be submitted with the final report. (any length)
  - Any reusable learning objects created by the award recipient that are used as part of the educational activity must also be submitted to University Libraries. (any length)
  - An outline of the recipient's archival research informing the creation of a lesson, project, assignment, or creative endeavor. The outline should specify items and collections used during the recipient's archival research and discuss the ways in which archival research shaped the development of the educational activity. The outline should list specific archival materials and collections that were consulted. (1-2 pages)
  
3. **Final Report** (Due July 1, 2023): The fellowship award recipient will create a final report detailing outcomes of the fellowship project. The final report should include:
  - A final draft of a lesson plan for the educational activity planned. The recipient must agree to publish the lesson plan freely online in Cardinal Scholar, Ball State University Libraries' Open Access Institution Repository. The lesson plan should also include any reusable learning objects necessary for conducting the educational activity. (any length)
  - A summary, overview, and reflection statement describing the experience conducting the educational activity in a classroom setting (1-2 pages).
  - A disaggregated assessment of student learning resulting from the activity (any length).
  - Samples of student work, if applicable, created as part of the activity (any length).

- An overview of action taken to share the lesson plan for the educational activity to other educators in the region and beyond. (1 page or less).
- A statement addressing the potential to continue using the educational activity in subsequent years (1 page or less).

### **Application:**

To apply for this fellowship program, please send a document in PDF form to Ball State University Libraries to Michael Szajewski, Assistant Dean for Digital Scholarship and Special Collections at Ball State University Libraries, via email at [libarchives@bsu.edu](mailto:libarchives@bsu.edu) with information divided into sections as identified below.

1. **Cover Letter and Summary Statement** (1 page or less): Write a brief summary statement outlining your institutional affiliation, background, qualifications, expertise, and interest in the program.
2. **CV/Resume** (2 pages or less): Provide a CV/Resume that outlines the applicant's experience and training.
3. **Research Strategy Outline** (1-2 pages): Describe a specific plan to research the creation of an original educational lesson, project, assignment, creative endeavor, etc. The research and planning must incorporate the Frank Bracken U.S. Civil War Collection or Bracken Family Collection at Ball State University Libraries and can also incorporate any other primary source resources at Ball State University Libraries' Archives and Special Collections, Ball State University Libraries, or other archives, libraries, museums, digital repositories, etc. The plan should demonstrate significant engagement with and knowledge of relevant primary source collection resources. The plan should list specific archival collection assets and primary source materials the applicant wishes to consult.
4. **Context** (1-2 paragraphs): Describe the class, students, and overall curriculum into which the activity will be incorporated.
5. **Pedagogical Strategies Statement** (1-2 paragraphs): A fully-formed lesson plan, activity, assignment, creative endeavor, etc. is not expected at the time of application. However, applicants should include a pedagogical strategies statement that outlines potential approaches that the applicant may consider in developing an original educational lesson, project, assignment, creative endeavor, etc. to engage K-12 students in meaningful learning through the direct use of primary sources.
6. **Assessment Strategies Statement** (1-2 paragraphs): A fully-formed assessment plan is not expected at the time of application. However, applicants should include an assessment strategies statement that outlines potential approaches to assessment that the applicant may consider in assessing the educational lesson, project, assignment, creative endeavor, etc. to K-12 students in meaningful learning using primary sources.
7. **Dissemination Strategies Statement** (1-2 paragraphs): Applicants should outline potential approaches that might be considered to disseminate a lesson plan and other information about the educational activity with other educators in the region and beyond. Fellows are expected to share

their final lesson plan through the Ball State University Libraries' Cardinal Scholar Institutional Repository. Other dissemination strategies might include presenting about the teaching activity at a professional conference, sharing the lesson plan via professional listservs and social media, etc.

### **Additional Information**

**Criteria for Review:** The following criteria will be considered in the review of applications for the Ball State University Libraries U.S. Civil War Teaching Fellowship Award.

- 1. Applicant Eligibility:** The applicant must be serving as a K-12 educator(s) (including preservice teachers) and must be working within schools within East Central Indiana during the 2022-2023 academic year. For the purposes of this fellowship, this region includes the following Indiana counties: Blackford, Delaware, Grant, Fayette, Hancock, Henry, Jay, Madison, Randolph, Rush, Union and Wayne. The educator must be teaching in a context in which primary source learning is aligned with course curriculum.
- 2. Demonstrated Qualifications:** Through the cover letter/summary statement and the CV/resume, the applicant has demonstrated sufficient experience, expertise, and knowledge of lesson planning, social studies education methods, and educational assessment.
- 3. Quality of Research Strategy Outline:** The applicant's research strategy outline demonstrates significant knowledge and awareness of primary source materials at Ball State University Libraries' Archives and Special Collections, Ball State University Libraries, and other repositories/collections.
- 4. Quality of Pedagogical Strategies Statement:** The applicant outlines potential approaches to developing an original educational lesson, project, assignment, creative endeavor, etc. that are both creative and pedagogically sound.
- 5. Quality of Assessment Strategies Statement:** The applicant demonstrates thorough knowledge and understanding of educational assessment strategies and methods.
- 6. Quality of Dissemination Strategies Statement:** The applicant provides ideas for lesson plan demonstration that are creative and actionable.

### **Award Details and Financial Information**

A recipient will receive the \$5,000 fellowship award in two installments over the course of the fellowship period. A \$2,500 payment will be issued at the beginning of the fellowship period once the fellow(s) has been selected and has accepted the fellowship. A second \$2,500 payment will be issued at the completion of the fellowship period on the condition that all required fellowship outputs are completed and submitted.

Payments made under this program are subject to federal income tax. The Internal Revenue Service (IRS) regulations require that Ball State University has a completed Form W-9 on file for all Award

recipients prior to the distribution of the Award. Further details regarding the secure submission of this information to Ball State University will be provided to fellows at the time of Award notification. Award recipients will receive a Form 1099-MISC reporting the Award payment to the IRS. The University is not providing tax advice nor attempting to evaluate particular situations. Award recipients should consult with their tax advisor regarding any tax ramifications of their particular situation.

### **About Ball State University Libraries' Archives and Special Collections**

[Ball State University Libraries' Archives and Special Collections](#) preserves and provides access to over 1.5 million rare and unique archival materials of enduring research value. All Archives and Special Collections materials are open for research to all members of the general public.

Archives and Special Collections preserves and provides access to primary sources across a number of unique collecting areas, including:

- the Stoeckel Archives documenting the history and cultural heritage of Muncie, Indiana;
- University Archives, documenting University history, scholarship, and cultural and creative activities;
- the Middletown Studies Collection, documenting the history of the study of Muncie as Middletown;
- the Andrew Seager Archive of the Built Environment, documenting Indiana's built environment;
- a selection of historic maps held at the GIS Research and Map Collection at University Libraries;
- other high-value manuscript collections and special collections held at University Libraries.

For more information about the collections, resources, and services of Archives and Special Collections, please contact [libarchives@bsu.edu](mailto:libarchives@bsu.edu).

### **Relevant Archival Resources and Collections**

In 2014, Ball State University Libraries' Archives and Special Collections received a significant donation of archival collection materials from Frank A. Bracken. Included were resources that would form the Frank A. Bracken U.S. Civil War Collection and the Bracken Family Papers.

The Frank A. Bracken U.S. Civil War Collection provides online access to U.S. Civil War related correspondence, certificates, maps, photographs, plaques, weapons, uniforms, and other artifacts from circa 1860-2000 collected by Frank A. Bracken. A full inventory and finding aid describing archival assets in this collection is available here: <https://archivessearch.bsu.edu/repositories/7/resources/3288> In addition, selections from this collection have been digitized and are available in the Ball State University Digital Media Repository: <https://dmr.bsu.edu/digital/collection/BrcknCivCol>

The Frank A. Bracken U.S. Civil War Collection also contains a significant number of books which have been cataloged and [can be discovered and searched](#) through Ball State University Libraries' OneSearch searching system:

The Bracken Family Papers collection includes journals, notebooks, correspondence, professional records, political awards, autographs, genealogies, photographs, video recordings, scrapbooks, and realia from the Bracken family in Muncie, Indiana ranging from 1776 to 2010 regarding Bracken family

genealogy and Civil War history, Muncie and Delaware County history, Ball Corporation, and the Ball State University Board of Trustees. A full inventory and finding aid describing this collection is available here: <https://archivesearch.bsu.edu/repositories/5/resources/938> A selection of materials from this collection have also been digitized and are available in the Ball State University Digital Media Repository: <https://dmr.bsu.edu/digital/collection/BrackenFamP>

In addition to these collections, Ball State University Libraries' Archives and Special Collections also contains a vast assortment of other primary source archival collections documenting the U.S. Civil War. An outline of these materials is available through this resource guide: <https://bsu.libguides.com/archivescivilwar>

A selection of these materials, along with archival collections from the Muncie Public Library, the United States Vice Presidential Museum at the Dan Quayle Center, and the Henry County Historical Society, has been digitized and made available in the U.S. Civil War Resources of East Central Indiana Digital Media Repository Collection: <https://dmr.bsu.edu/digital/collection/LSTACivWar>